



**Board of Commissioners  
Regular/Organizational Meeting**

December 2, 2025 – 6:30 PM  
502 Southtown Circle, Rolesville, NC 27571

**Agenda**

1. Call to Order
2. Pledge of Allegiance and Invocation
3. Recognition of Outgoing Members – Commissioner Paul Vilga
4. Swearing-in Ceremony
  - 4.a. Commissioner Dan Alston
  - 4.b. Commissioner Jennifer Bernat
  - 4.c. Commissioner April Sneed
5. Nomination and Appointment of Mayor Pro Tem
6. Swearing in of Mayor Pro Tem
7. Advisory Board Liaison Appointments
8. Review of Agenda by the New Board and Addition/Changes of Items of New Business to the Agenda for Consideration.
9. Public Invited to be Heard.

Individuals wishing to speak during the Public Invited to be heard 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 before the start of the meeting.

10. Consent Agenda
  - 10.a. Minutes of November 6, 2025
  - 10.b. Adoption of the Schedule of Meetings for 2026.
  - 10.c. Declaration of Restrictive Covenant – The Pearce Land
  - 10.d. City of Raleigh – Parks and Recreation Sewer Easement
  - 10.e. Authorize (1) Additional Police Officer & Adopt Budget Ordinance Amendment

10.f. Approval of the Interlocal Agreement Between Wake County and Wake County Municipal Parties for Participation in ECU eMPA Professional Degree Program

10.g. FY 25-26 Budget Amendment

10.h. Main Street LAPP Project - Capital Project Ordinance Amendment

## 11. Staff Report

11.a. Economic Development (Memo)

11.b. Planning Department (Memo)

## 12. Old Business

12.a. Capital Projects – Main Street Project Budget Amendment – Administration Department

## 13. New Business -NONE

## 14. Communications

11.a. Town Attorney

11.b. Town Manager

11.c. Town Board

## 15. Adjourn

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 Thursday before the meeting to make arrangements.



**TOWN OF ROLESVILLE  
BOARD OF COMMISSIONERS**

**OATH OF OFFICE**

I, Dan Alston, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina, not inconsistent therewith, and that I will faithfully discharge the duties of my office as Commissioner of the Town of Rolesville, so help me God.

[North Carolina Constitution, Article VI, Section 7]

\_\_\_\_\_  
Dan Alston

December 2, 2025  
Date

Signed and sworn before me this 2nd day of December 2025

\_\_\_\_\_  
Craig Croom  
Special Superior Court Judge  
Judicial District 10

December 2, 2025  
Date



**TOWN OF ROLESVILLE  
BOARD OF COMMISSIONERS**

**OATH OF OFFICE**

I, Jennifer Bernat, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina, not inconsistent therewith, and that I will faithfully discharge the duties of my office as Commissioner of the Town of Rolesville, so help me God.

[North Carolina Constitution, Article VI, Section 7]

\_\_\_\_\_  
Jennifer Bernat

December 2, 2025  
Date

Signed and sworn before me this 2nd day of December 2025

\_\_\_\_\_  
Ashleigh Parker  
Special Superior Court Judge  
Judicial District 10

December 2, 2025  
Date

**TOWN OF ROLESVILLE  
BOARD OF COMMISSIONERS**

**OATH OF OFFICE**

I, April Sneed, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina, not inconsistent therewith, and that I will faithfully discharge the duties of my office as Commissioner of the Town of Rolesville, so help me God.

[North Carolina Constitution, Article VI, Section 7]

\_\_\_\_\_  
April Sneed

December 2, 2025  
Date

Signed and sworn before me this 2nd day of December 2025

\_\_\_\_\_  
Ashleigh Parker  
Special Superior Court Judge  
Judicial District 10

December 2, 2025  
Date

**TOWN OF ROLESVILLE  
BOARD OF COMMISSIONERS**

**OATH OF OFFICE**

I, \_\_\_\_\_, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina, not inconsistent therewith, and that I will faithfully discharge the duties of my office as Mayor Pro Tem of the Town of Rolesville, so help me God.

[North Carolina Constitution, Article VI, Section 7]

\_\_\_\_\_

December 2, 2025  
Date

Signed and sworn before me this 2nd day of December 2025

\_\_\_\_\_  
Craig Croom  
Special Superior Court Judge  
Judicial District 10

December 2, 2025  
Date

### **Mayor Appointed Liaisons**

April Sneed - Liaison to Rolesville Parks & Recreation Board

Lenwood Long, Jr. – Liaison to the Planning Board

Jennifer Bernat – Liaison to Public Safety

Dan T. Alston - Liaison to Veterans Affairs

Michael Paul - Liaison to Sr. Citizens Affairs

### **Committees**

Rolesville Downtown Development Association

- Micheal Paul (Director)
- Ronnie Currin (Ex-Officio)

Budget Committee - Micheal Paul (Chair) / Lenwood Long, Jr.

Nominating Committees

- Planning Board – Lenwood Long, Jr (Chair) / Michael Paul
- P&R Board – April Sneed (Chair) / Jen Bernat
- Board of Adjustment – Dan T. Alston (Chair) / Ronnie Currin
- Tree Board – Not Needed in 2026

Veteran's Park Committee (Design)

- Dan T. Alston (Chair)
- Pam Eagles (Garden Club)
- Joe Grimm (911 Organizer)
- Randy Bright (Veterans Memorial of WF)
- Harriett Stevenson (911 responder)
- Wake County Public Schools (TBD)

### **Regional**

NC League of Municipalities - Delegate: Ronnie Currin / Alternate: Lenwood Long Jr.

Central Pines Regional Council – Delegate: Ronnie Currin / Alternate: Dan T. Alston

Wake County Mayors Association - Delegate: Ronnie Currin

Capital Area Metropolitan Planning Organization – Delegate: Ronnie Currin / Alternate: Michael Paul



**Town Board Meeting**  
November 6, 2025 – 6:30 PM  
502 Southtown Circle, Rolesville, NC 27571

**MINUTES**

**Present:** Mayor Ronnie Currin, Town Attorney Dave Neill  
Mayor Pro Tem April Sneed Town Manager Eric Marsh  
Commissioner Dan Alston Town Clerk Christy Ynclan Frazier  
Commissioner Lenwood Long Police Chief David Simmons  
Commissioner Michael Paul Finance Accountant Nidhi Vyas  
Commissioner Paul Vilga Finance Director Amy Stevens  
Interim Human Resources Director Ginny Jones  
Interim Planning Director Michael Elabarger  
Assistant Town Manager Steven Pearson

**1. Call to Order**

Mayor Ronnie Currin called the Rolesville Board of Commissioners meeting to order on November 6, 2025, at 6:30 PM. The Mayor welcomed the good attendance, particularly noting the young people present, saying he appreciated them "checking on your government tonight."

**2. Invocation**

Jason Byler, Pastor of Lighthouse Baptist Church, delivered the invocation.

**3. Pledge of Allegiance**

Following the invocation, the assembly recited the Pledge of Allegiance.

**4. Proclamation: Operation Green Light and Veterans Day**

Commissioner Paul Vilga read a proclamation declaring November 4-11, 2025, as Operation Green Light for Veterans. The proclamation honored the service and sacrifices of military personnel transitioning from active duty and encouraged citizens to display green lights in their home or business windows during this period.

Commissioner Dan Alston then read a proclamation declaring November 2025 as Veterans Appreciation Month and November 11, 2025, as Veterans Day in Rolesville. He noted that Rolesville has a storied history of supporting the United States military and is home to more than 1,000 active-duty military service members, veterans, and their families. The proclamation encouraged participation in Operation Green Light and recognized veterans' continued service to communities through various organizations.

## 5. Consider Approval of the Agenda

**A motion to approve the agenda as presented was made by Commissioner Paul Vilga and seconded by Commissioner Lenwood Long. The motion passed unanimously.**

## 6. Public Invited to be Heard

Several residents spoke during the public comment period:

- Ian Leroy (122 Watkins Farm Road) presented a request for a crosswalk across West Young Street outside their neighborhood, citing difficulty crossing due to high traffic volumes. He noted they had collected signatures from neighbors in support of the idea and had spoken with Chief Simmons about speeding in the area.
- Anastasia Leroy (122 Watkins Farm Road) emphasized that cars are speeding and don't know when to stop for safe crossings. She noted many children in the neighborhood like to ride bikes to the park or downtown, but have difficulty crossing safely.
- Noah Leroy (same address) added that elderly residents need more time to cross, and a crosswalk would help. He thanked the board for their time and service.
- Keegan Logan (109 Watkins Farm Road) explained that he frequently crosses the street to ride his bike to various locations, including Main Street Park, Sanford Creek, the Greenway, baseball fields, Subway, New Bethel Baptist Church for Boy Scouts, and Pixels arcade. He noted that he sometimes had to wait two minutes or longer due to heavy traffic. He believed a crosswalk would improve safety and help regulate traffic speeds.
- Jillian Leroy (122 Watkins Farm Road) presented traffic data collected by a speed sign on West Young Street. Southbound traffic showed 13,967 vehicles over two days, averaging 45 mph, while northbound showed 3,377 vehicles over one day, averaging 34 mph. She submitted signatures collected door-to-door, the data from Chief Simmons, and a map of the intersection. She expressed concern about children having to "jump in and out of traffic" waiting for cars to slow down.
- Ben Partridge (501 Granite Creek Drive), President of Granite Falls Community HOA, first commended the young presenters for their courage. He then presented on allowing chickens and rabbits in residential areas. He explained that current regulations require 2+ acres for keeping chickens and classify rabbits as livestock prohibited within 150 feet of residential areas. Partridge, whose family previously had chickens before moving to Rolesville seven years ago, argued that chickens are quiet, produce less waste than dogs, provide eggs, and teach children responsibility. He noted Rolesville is "literally the only town" in the area that doesn't allow backyard chickens, as Wake Forest, Zebulon, Knightdale, and Raleigh all permit them. He proposed allowing 10-12 hens in backyards.

Mayor Ronnie Currin responded to the speakers, noting that the crosswalk request came at a perfect time, as the town is preparing to begin discussions on the Capital Improvement Plan (CIP). He acknowledged this was the third request from different neighborhoods regarding chickens, stating that the 2-acre requirement has been in place for years and that the issue would be discussed at a future work session.

## 7. Consider Approval of the Consent Agenda

7.a. FY25-26 Budget Ordinance Amendment

7.b. Minutes: September 16, 2025, September 22, 2025, October 9, 2025, and October 21, 2025

7.c. Wake County Mutual Aid Agreement and Emergency Operations Plan

7.d. Amend Pay & Classification Plan and FY25-26 Budget Ordinance Amendment

**Motion to approve the consent agenda was made by Commissioner Dan Alston and seconded by Mayor Pro Tem April Sneed. The motion passed unanimously.**

## 8. Town Board Liaison Reports

Commissioner Lenwood Long reported on behalf of the Rolesville Police and Fire Departments. He highlighted upcoming events, including the holiday meal giveaway in November/December facilitated by the Northern Community Food Security Team, and Shop with a Cop in December (applications open until November 23). He also discussed the Knox Box program for elderly and special needs residents, available for \$250 with free installation by the Fire Department, which provides firefighters safe and efficient entry during emergencies while minimizing property damage.

Commissioner Paul Vilga reported on the Parks and Recreation Board meeting, covering updates on sports events and offerings, a review of the updated Greenway map now on the website, and new signage added to greenways with rules and regulations. He presented a plaque he received from the Parks and Rec Board and took the opportunity to thank all town volunteers who serve on various boards without pay, noting, "We get paid to do this. It's a little bit, but that's okay. But they don't get paid anything."

Mayor Pro Tem April Sneed reported on the October 27 Planning Board meeting. Several items will come before the board in coming months: a text amendment to eliminate the special use permit process if a hospital use is permitted by conditional rezoning; rezoning for 625 Averitt Road from R-PUD to Residential High; rezoning for Atticus Woods on Wake Avenue from R-PUD/Residential Low to Neighborhood Center conditional zoning; and a town-initiated text amendment to the Sound Town Center District. She also reported that the Gov Well online platform for submitting development projects became active on September 15 and should be fully integrated within 6-8 months.

Commissioner Dan Alston provided extensive information about Veterans Month events, including the town's Veterans Day celebration on November 11 at 11:00 AM

at Town Hall, featuring Rolesville High's Navy National Defense Cadet Corps color guard. He listed multiple regional veterans' events, including a Congressional Veterans briefing with Representative Deborah Ross on November 14, the NC Veteran Art Show November 18-23, the Joe Fund's Evening of Honor on November 8, the American Legion Post 1 Women's Veterans Banquet on November 15, and Wake County's Veterans Day ceremony at the State Capitol on November 11.

Commissioner Michael Paul stated he had nothing to report at this time but would have information next month.

## 9. Communication from Town Staff

### Finance Department

Nidhi Vyas, Accountant, presented the September finance report for fiscal year 2025-26. She noted that, as the first quarter ended in September, revenues and expenditure should be compared to the 25% benchmark. Ad valorem tax revenue appears below the benchmark, but will be received in November/December. Local sales tax also shows lower due to a typical 3-month collection lag. Other revenue is higher than expected due to fire unification. General fund expenditures are generally in line with expectations, though solid waste is higher due to the acquisition of a new yard waste compactor truck purchased earlier in the year.

### FY24-25 Financial Statements Presentation

Scott Anderson from Cherry Bekaert presented the audit findings for fiscal year 2024-25. The firm issued an unmodified opinion (the highest level of assurance) on the financial statement dated November 3, 2025. No internal control deficiencies rising to the level of material weakness or significant deficiency were identified. One uncorrected misstatement in implementing GASB 101 regarding sick leave accrual: management chose to implement prospectively rather than retroactively, as the restatement amount wasn't deemed material.

Anderson confirmed the town's accounting policies are appropriate, with no inappropriate practices noted. No related party transactions required disclosure, no significant unusual transactions were identified, and financial statement disclosures were found to be neutral, consistent, and transparent. The firm assisted in financial statement preparation while maintaining independence. No difficulties were encountered during the audit, and staff provided full cooperation. Looking ahead, GASB Statements 103 and 104 will need to be implemented next year, which will change some presentation formats but won't require retroactive restatements.

Commissioner Alston asked whether any alarming findings could affect debt financing for the town campus project. Anderson confirmed there were no going concern issues or difficulties meeting obligations. When asked about the \$122,000 uncorrected misstatements, Anderson explained that it related to the new sick leave liability requirement - the ending balance is correct. Still, the prior year wasn't restated as the amount wasn't material enough to require it.

### Town Campus Financial Update



Amy Stevens, Finance Director, first thanked Cherry Bekaert and especially praised Nidhi Vyas for her work on the financial statements, noting she did most of the work herself this year after learning the process last summer.

Stevens provided an update on the Town Campus capital project, reminding the board that it's a 17-acre site on East Young Street planned for a police station, fire station, town hall, Wake County Library, and community center. Phase one includes site preparation and building the police and fire stations. The site is currently in the construction drawing phase, with building design contracting about to begin. She emphasized the project scale at over \$60 million compared to Main Street's \$20 million, calling it "magnitudes greater."

The town is using the Construction Manager at Risk delivery method with ADW as the architect and Samon as the general contractor. Stevens introduced the concept of an Owner's Representative to provide advisory services ensuring on-time and on-budget delivery. Given the "capital project bubble" with Main Street ongoing and many smaller projects desired, plus the project's high risk and complexity, an outside advisor makes sense rather than adding permanent staff. An RFQ was posted on Friday for two weeks, with hopes of having someone in place by early December.

Commissioner Alston asked about the procurement process and funding source. Stevens explained they're using the Mini Brooks Act (request for qualifications) process, with costs to be determined through interviews. The expense is within the project budget approved previously. Town Manager Eric Marsh added context, noting that seeking retired industry professionals with vertical construction expertise for police and fire stations is different from that for horizontal projects like roads. The buildings will be constructed concurrently to realize savings on materials.

Stevens also announced plans for a January CIP work session to update the 5-year plan with current numbers and actual fund balances. The town's financial advisors from Davenport will assist. Additionally, the Financial Policy will be updated for the first time in 10 years, including adding debt issuance policies as recommended.

When Mayor Ronnie Currin asked about IT systems, Stevens explained that the town went through an RFP process in 2020 for new financial software, selecting a robust system to handle future growth. While more complex than the previous system, it provides the needed functionality with Vyas as their in-house expert.

#### Human Resources Department

Ginny Jones, Interim Human Resources (HR) Director, provided updates on department activities starting in July. Significant accomplishments included completing all employee performance evaluations and processing merit increases for the November 7 paycheck under the new, focused evaluation system, which moved away from anniversary dates. The department implemented automatic hearing tests for police officers and public works personnel for the first time, conducted via a mobile van (the fire department already receives these through annual medical checkups).

Regarding director positions, the Fire Chief process has three candidates scheduled for all-day interviews on November 21, including town staff interviews, a fire department meet-and-greet, and a public forum where the community can submit

questions in advance. For the Planning Director, the executive search firm continues vetting candidates in "a very competitive environment." The HR Director search continues with a focus on finding someone with municipal experience, as Jones emphasized: "If you have never worked in municipal government, you don't understand municipal government."

Jones thanked the board for approving the pay plan amendment in the consent agenda, saying it will help departments accomplish strategic objectives. She especially recognized HR Analyst Lily Richardson for her support and the significant statutory work involved in HR beyond events and hiring, citing new state requirements for fingerprinting Parks and Recreation employees who work with children as an example.

Mayor Pro Tem April Sneed asked about timelines. Jones hopes to have the Fire Chief position decided before mid-December, expects Planning Director resumes in November, and reviewed additional HR Director applications yesterday. She believes all positions can be filled before the year-end, emphasizing the importance of not settling: "These positions are essential, and I don't think you want to settle for just anyone".

## 10. New Business

Legislative Hearing for Rezoning Map Amendment Application REZ-25-05, Scarborough Village

Michael Elabarger, Interim Planning Director, presented the rezoning application for three parcels totaling 13.15 acres at 201 South Main Street, unaddressed property on Main Street, and 200 School Street (which requires annexation). The proposal would rezone approximately 1 acre along South Main Street to General Commercial Conditional Zoning (GCCZ) and the remainder to Residential High Conditional Zoning (RHCZ) for 63 townhomes.

He noted the property's history: a year ago, the board denied a rezoning request for apartments at 18 units per acre (240 units). This proposal reduces density to 5.5 units per acre with townhomes. The Planning Board unanimously recommended approval on September 22.

Conditions include compliance with the concept site plan; documentation of the existing stone home's potential relocation; no access from School Street; construction of the CTP's collector road with a 10-foot side path; 6-foot fencing along shared boundaries; and dedication of 1 acre for parkland in the southeast corner adjacent to the town campus.

Staff found the proposal consistent with both the 2017 comprehensive plan (High Density Residential) and the newly adopted 2050 plan (Downtown Residential). The requested RH zoning is specifically identified as compatible in the Downtown Residential category. The proposal complies with the Community Transportation Plan's collector road requirement and greenway connections.

Kyle Conway of Long Leaf Law Partners, representing the applicant, presented with Courtney McQueen of Community Engineers. He reviewed how they addressed the board's previous concerns about traffic, massing, and density by splitting the zoning,

switching from apartments to townhomes, and drastically reducing density from 18 to 5.5 units per acre.

The board raised multiple concerns about General Commercial zoning. Town Attorney Dave Neill listed the uses allowed under GC, including car washes, kennels, hospitals, urgent care, minor vehicle service, and storage facilities. Commissioner Paul noted that GC allows 3-story buildings and dwelling units above the first floor. The applicant stated they envision smaller venues, such as coffee shops and cafes, based on neighbor input, and agreed to add prohibited use as a condition. Mayor Ronnie Currin referenced previous sensitive commercial rezonings and concerns about noise, outdoor music, and impacts on neighbors.

Another central discussion point involved Perry Street residents' concerns about traffic. The applicant explained that the collector road would allow traffic to bypass Perry Street if the town built its connection through the town campus. Town Manager Marsh confirmed that the town intends to make all roads during the site development phase, before buildings are completed. Neill noted that, as a CTP road, the town would be required to build it as any private developer would, though the board could, in theory, amend the thoroughfare plan.

A lengthy discussion ensued about access for three existing homes that the development would landlock. While they currently have an access easement, Mayor Ronnie Currin expressed strong concerns about future issues if the properties are annexed, suggesting dedicating the easement as a right-of-way to avoid future HOA complications. The applicant agreed to convert the access easement to a dedicated right-of-way.

**Commissioner Paul Vilga noted the issues requiring resolution - commercial use restrictions, the right-of-way dedication, and pending public comments.**

**Motion by Commissioner Lenwood Long to continue both REZ-25-05 and ANX-25-03 to January 6, 2026, at 6:00 PM, seconded by Commissioner Michael Paul. The motion passed unanimously.**

**The public hearing was left open for continuation.**

Legislative Hearing for Voluntary Annexation Petition ANX-25-03, 200 School Street

**This item was addressed jointly with the rezoning application above and continued to the same date.**

## 11. Communications

Town Attorney

Dave Neill had no additional communication but assisted the Town Clerk with scheduling the special meeting.

Town Clerk Christy Ynclan-Frazier requested board action on two items:

- Formally scheduled for November 10<sup>th</sup> board retreat special meetings at 5:00 PM

- Amend the meeting schedule to change the November 18<sup>th</sup>, joint meeting start time to 5:00 PM

Assistant Town Manager Steven Pearson explained that the retreat would be facilitated by the UNC School of Government from 5:00 to 8:30 PM, with dinner served. The vision alignment workshop would include the Planning Board, the Downtown Development Association, the commissioners, the leadership team, and the Economic Development staff, facilitated by Fountain Works to develop a shared downtown vision.

**Motion to approve both meetings as requested by Commissioner Paul Vilga, seconded by Commissioner Lenwood Long. The motion passed unanimously.**

Town Manager

Eric Marsh provided multiple updates:

**Grants:** The town received \$35,000 from a state and local cybersecurity grant (\$50,000 total with \$15,000 town match) to test cyber defenses. Additionally, they submitted a \$7.6 million request for Wake County hospitality tax funds for The Farm multi-field sports complex, partnering with Wake County Central Pines, CFC, and potential lessees, including NCFC for soccer and baseball teams. This would be on top of the existing \$12 million Farm budget—results expected in February.

**Capital Projects:**

- Granite Falls Boulevard ADA ramp upgrades started last week with paving/patching at night (concrete work must be done during daytime due to plant schedules). The project deadline is December 14, before the asphalt plants close on December 16-17.
- Coordination meetings held regarding the WakeMed site and Walbrook Flats regarding the future Granite Falls Boulevard design
- New Burlington Mills Road connection expected by next Friday, shifting traffic patterns
- Main Street “islands” will be filled with greenery over the next 4-6 weeks, changing traffic flow
- French drain installation at the Main/Young intersection is delayed until January to avoid holiday shopping disruption after business input
- Street lighting installation beginning in November for both Walbrook (Wake Electric) and Main/Young (Duke Energy)

**Leadership North Carolina:** Marsh shared his positive experience in the fellowship program during government week at the General Assembly, gaining insights about demographics and accessibility beyond just ADA compliance. December's session in Greensboro will focus on economic development.

**Mingle on Main: The Rolesville Chamber of Commerce missed the deadline for the social district permit for upcoming events (November 21 and December 12). Since nothing changed from the previous approved event:**

**Motion by Commissioner Paul Vilga to approve social district permits for November 21 and December 12 Mingle on Main events, seconded by Commissioner Lenwood Long. The motion passed unanimously.**

#### Board of Commissioners

Mayor Ronnie Currin reminded commissioners about the Mayor's Association Holiday Dinner on December 15, likely in Holly Springs or Fuquay-Varina at Twelve Oaks, noting that it is for commissioners plus one, with optional staff.

He requested a follow-up on two items from public comments:

- The crosswalk request should be included in upcoming CIP discussions, also considering stormwater issues in that area where flooding occurs
- The chicken/rabbit ordinance warrants discussion, with the Mayor suggesting possibly deferring to HOAs for neighborhoods that have them

Board members discussed various approaches to the chicken issue, with Commissioner Lenwood Long suggesting the newly elected commissioner could take on researching the topic. Neill noted there are model "urban chicken ordinances" from other jurisdictions and emphasized this is entirely a policy choice for the board, recommending limiting it to hens only based on personal experience with a neighbor's rooster.

#### 12. Adjourn

With no opposition, Mayor Ronnie Currin adjourned the meeting at approximately 9:20 PM.



## 2026 Town Board of Commissioners Monthly Meeting Schedule

### **1<sup>st</sup> and 3<sup>rd</sup> Tuesdays at 6:30 PM**

*(Please note this schedule/time is subject to change)*

January 6, 2026	Town Board Regular Meeting – 6:00 p.m.
January 13, 2026	Town Board Work Session – 6:30 p.m.
January 20, 2026	Town Board Work Session – 6:30 p.m.
February 3, 2026	Town Board Regular Meeting – 6:30 p.m.
February 17, 2026	Town Board Budget & Work Session – 12:00 p.m.
March 3, 2026	Town Board Regular Meeting – 6:30 p.m.
March 17, 2026	Town Board Work Session – 6:30 p.m.
April 7, 2026	Town Board Regular Meeting – 6:30 p.m.
April 21, 2026	Town Board Work Session – 6:30 p.m.
May 5, 2026	Town Board Regular Meeting – 6:30 p.m.
May 19, 2026	Town Board Work Session – 6:30 p.m.
June 16, 2026	Town Board Regular & Work Session – 6:30 p.m.
July 21, 2026	Town Board Regular & Work Session – 6:30 p.m.
August 18, 2026	Town Board Regular & Work Session – 6:30 p.m.
September 8, 2026	Town Board Regular Meeting – 6:30 p.m.
September 22, 2026	Town Board Work Session – 6:30 p.m.
October 8, 2026	Town Board Regular Meeting – 6:30 p.m.
October 20, 2026	Town Board Work Session – 6:30 p.m.
November 3, 2026	Town Board Regular Meeting – 6:30 p.m.
November 17, 2026	Town Board Work Session – 6:30 p.m.
December 1, 2026	Town Board Regular Meeting – 6:30 p.m.



## 2026 Rolesville Planning Board / Board of Adjustment Monthly Meeting Schedule

### **4<sup>th</sup> Monday at 7 PM**

#### **Planning Board**

January 26

February 23

March 23

April 27

\*May 18

June 22

July 27

August 24

September 28

October 26

\*November 16

\*December 14

\*Denotes Observed Holidays

### **2<sup>nd</sup> Tuesday at 12 PM**

#### **Board of Adjustment**

January 13

February 10

March 10

April 14

May 12

June 9

July 14

August 11

September 8

October 13

November 10

December 8



## 2026 Parks and Recreation Advisory Board Monthly Meeting Schedule 4<sup>th</sup> Wednesday at 6 PM

### January

January 28

### February

February 25

### March

March 25

### April

April 22

### May

May 27

### June

June 24

### July

July 22

### August

August 26

### September

September 23

### October

October 28

### November

November 18\* (3<sup>rd</sup> Wednesday)

### December

December 16\* (3<sup>rd</sup> Wednesday)

\*These meetings may be  
combined into one December  
meeting





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**2026 Rolesville Parks and Recreation Tree Board  
Quarterly Meeting Schedule  
1<sup>st</sup> Friday at 11 AM**

March 6

June 5

September 4

December 4



# Memo

**To:** Town of Rolesville Board of Commissioners  
**From:** Eddie Henderson, Parks Superintendent  
**Date:** 12/2/25  
**Re:** ETJ Tree Board Candidates

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## **Background**

The Rolesville Tree Board has two vacancies for members who live in the Extra Territorial Jurisdiction (ETJ) of Rolesville. After advertising these vacancies, the Town received two applications from Angela VonCanon and Brandy Shultz, both of whom live in the ETJ.

On Friday, November 14, I interviewed both candidates and found them both to be good potential members of the Tree Board. On Wednesday, November 19, I spoke to the Parks and Recreation Advisory Board (PARAB) about these potential new members during our November meeting. I asked for a vote to recommend these two to the Board of Commissioners for approval as Tree Board members. In addition, Brandy Shultz attended the meeting and introduced herself to the advisory board. PARAB voted and made this recommendation.

## **Recommended Action**

Approve placement of Angela VonCanon and Brandy Shultz as our ETJ members on the Rolesville Tree Board



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## M E M O R A N D U M

**TO:** Mayor and Town Commissioners  
**FROM:** David J. Neill, Rolesville Town Attorney  
**DATE:** November 12, 2025  
**RE:** **DECLARATION OF RESTRICTIVE COVENANT – THE PEARCE LAND**

### Background.

On July 1, 2025, Rolesville assumed responsibility for the delivery of public safety services to the people of Rolesville and the surrounding Rolesville Fire District. On that same day, the Town acquired substantially all the assets of Rolesville Rural Fire Department, Inc., a private non-profit corporation (“RRFD”) that had long served to provide fire and other emergency services to Rolesville and the surrounding region.

Among the assets acquired by the Town from RRFD was a nine-acre (9 ac.) vacant parcel of land located along Zebulon Road (Hwy 96) outside the municipal limits (the “**Pearce Land**”). The Pearce Land had been donated to RRFD in 2016 by members of the Pearce family for the purpose of providing RRFD a potential future site for a fire station.

On the day before closing, RRFD discovered that the Pearce Land, while acknowledged by RRFD to have been donated to them for public safety purposes, did not contain any restrictive language as to those limited purposes in the recorded deed of donation. This concern was then brought to the attention of our office and the town manager. The manager committed to RRFD that the intended restriction was understood, and that this could be addressed post-closing. To formalize this pledge, please find the attached “Declaration” for your review that has been approved by Frank C. Pearce, Jr. as a representative of the Pearce Family and Michael Paul as legal counsel for RRFD.

### Summary of Proposed Declaration.

- Through July 1, 2045, the uses of the Pearce Land are limited to fire protection, emergency medical first responder, agricultural, and park land uses.
- After July 1, 2045, the Town’s use of the Pearce Land will be unrestricted.

### Recommended Action.

The town manager and town attorney recommend that the Board authorize the execution and recording of the attached Declaration, which will have the effect of restraining future use of the Pearce Land consistent with the original intent of the Pearce family donors.

### Motion to be Adopted by Consent:

- **“Motion to adopt the Declaration and authorize its proper execution by the town manager for recording with the Wake County Register of Deeds.”**

---

Prepared by: David J. Neill, Fox Rothschild LLP, 301 Hillsborough Street., Suite 1120, Raleigh, NC 27603  
Return to: David J. Neill, Fox Rothschild LLP, 301 Hillsborough Street., Suite 1120, Raleigh, NC 27603 (BOX 183)  
Excise Tax: \$0.00 (NCGS § 105-228.29(6))  
Brief Description for Index: 0 Zebulon Rd.  
Parcel Identifiers: 0439718

## **DECLARATION**

THIS DECLARATION (hereinafter, the “**Declaration**”), is made effective on this, the 2nd day of December 2025 by **TOWN OF ROLESVILLE**, a North Carolina municipal corporation having a mailing address of 502 Southtown Circle, Rolesville, NC 27571 (the “**Declarant**”).

## **W I T N E S S E T H**

**WHEREAS**, Declarant is the fee owner of that certain parcel, lot, or tract of land located in the Township of Wake Forest, County of Wake, and State of North Carolina and having a Wake County PIN of 1860-73-4246 and being more particularly described in Exhibit A attached hereto and incorporated herein (the “**Property**”); and

**WHEREAS**, Herman C. Pearce, Jr. together with Eva Lillie Pearce Clontz and husband Floyd Joseph Clontz, Jr. (collectively, the “**Donors**”) did previously convey the Property to Rolesville Rural Fire Department, Inc., a North Carolina non-profit corporation (“**RRFD**”) by a General Warranty Deed recorded in the offices of the Wake County Register of Deeds in Book 16559, Page 474; and

**WHEREAS**, RRFD formerly provided fire protection, emergency medical first responder and other all-hazard mitigation services (collectively “**Public Safety Services**”) to the citizens of the Town of Rolesville, pursuant to an agreement between Declarant and Town; and

**WHEREAS**, on May 21, 2024, Declarant adopted a resolution memorializing Declarant’s determination that the delivery of Public Safety Services and assuming substantially all the assets and liabilities of RRFD, including the Property, were in the long-term best interests of the Declarant and in the public health, safety, and welfare of Declarant’s residents; and

**WHEREAS**, on July 1, 2025, RRFD did convey the Property and other lands to Declarant by that General Warranty Deed recorded in the offices of the Wake County Register of Deeds in Book 19948, Page 1662; and

**WHEREAS**, on July 1, 2025, Declarant did assume responsibility and did commence operations for the provision of Public Safety Services within the corporate limits of the Town of Rolesville and throughout the nearby Rolesville Fire District; and

**WHEREAS**, Declarant has learned that the Donors did condition their conveyance of the Property to RRFD upon a promise to restrict the uses of the Property to Property to Public Safety Services, however, this restriction was mistakenly omitted from the deed of conveyance from the Donors to RRFD; and

**WHEREAS**, in furtherance of the original intent of the Donors as a charitable donor of the Property for Public Safety Services, Declarant, by action this day of the Rolesville Board of Commissioners taken at a regular meeting has agreed to impose a restrictive covenant governing and regulating the uses of the Property.

**NOW THEREFORE**, Declarant hereby declares that the Property shall be held, sold, and conveyed subject to the following covenants, conditions, and restrictions. These covenants, conditions, and restrictions shall be real covenants running with the Property and shall be binding on all parties having or acquiring any right, title, or interest in the Property or any part thereof.

## **ARTICLE I USE RESTRICTIONS**

The uses of the Property are restricted to agricultural, park land, and Public Safety Services and for no other purposes until July 1, 2045.

## **ARTICLE II GENERAL PROVISIONS**

1. Benefit. The benefit of the restriction herein granted is intended to create a personal interest and right as a negative easement in gross only in Frank C. Pearce, Jr., a resident of North Carolina and representative of the Donors (“**Pearce**”).
2. Enforcement. Pearce shall have the right to enforce, by any proceeding at law or in equity, all restrictions, conditions, covenants, and reservations now or hereafter imposed by this Declaration.
3. Injunctive Relief. Any breach or violation of this Declaration will cause irreparable harm to the non-breaching party for which there may be no adequate remedy at law. Accordingly, in addition to any other remedies available at law or equity, if Pearce is aggrieved by a breach or threatened breach of any of the provisions of this Declaration, Pearce shall be entitled to seek from any court of competent jurisdiction an order for specific performance and/or for temporary and/or permanent injunctive relief to enforce the provisions of this Declaration without the necessity of proving actual damages or posting bond or other security.

4. Amendment. This Declaration may be amended only by affirmative vote or written agreement signed by the Declarant and Pearce. All amendments shall be effective upon recordation at the Register of Deeds and shall be indexed in the grantee and grantor indices in the names of each person executing the amendment.
5. Interpretation. If there arises any dispute regarding the intent of this Declaration or the interpretation of any provision of this Declaration or any ambiguity arising from this Declaration, no presumption or burden of proof shall arise favoring or disfavoring the Declarant or Pearce. When the context in which a word is used in this Declaration indicates that such is the intent, a word in the singular number shall include the plural and vice-versa, and a word in the masculine gender shall include the feminine and neuter and vice-versa. Any use in this Declaration of words “include,” “includes,” and “including” are deemed to be followed by the words “without limitation.” Any use in this Declaration of the word “or” is not exclusive. Any use in this Declaration of the words “herein,” “hereof,” “hereby,” “hereto,” and “hereunder” refer to this Declaration as a whole. Any citation or reference to any statute or other provision of law (each a “**Law**”), means such Law as well as any amendments or successors thereto. The headings or titles used in this Declaration are for convenience only, and shall not define, limit, extend, or interpret the scope of this Declaration or any particular word, section, paragraph, or other provision of this Declaration.

***REMAINDER OF PAGE INTENTIONALLY BLANK  
SIGNATURE AND ACKNOWLEDGMENT PAGE FOLLOW***

**IN WITNESS WHEREOF**, the Declarant's authorized officer has executed this instrument under seal on the day, month, and year set forth above.

**"Declarant"**

**TOWN OF ROLESVILLE**

\_\_\_\_\_  
By: Eric Marsh  
Title: Town Manager

[Town Seal Above]

***Attest:***

\_\_\_\_\_  
Christina Ynclan-Frazier, Town Clerk

**WAKE COUNTY, NORTH CAROLINA**

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she signed the foregoing document: Eric Marsh.

Date: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
[Notary's signature as name appears on seal]

\_\_\_\_\_, Notary Public  
[Notary's printed name as name appears on seal]

My commission expires: \_\_\_\_\_, 20\_\_\_\_

[Affix Official Seal in Space Above]

**EXHIBIT A**

The “Property”

(0 Zebulon Road, PIN 1860-73-4246)

BEING all of “NEW LOT 1”, containing 9.000 acres (392,040 square feet) as shown on that plat titled “Minor Subdivision Plat for Rolesville Fire Department,” a copy of which is recorded in Book of Maps 2016, Page 1404, Wake County Registry.





# Memo

**To:** Town of Rolesville Board of Commissioners  
**From:** June Greene  
**Date:** 12/2/25  
**Re:** Sanford Creek Sewer Interceptor Project Easements

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## **Background**

The City of Raleigh Public Utility Department (CORPUD) is planning to develop a sanitary sewer main line that runs along Sanford Creek in the vicinity of the Town of Rolesville and the Town of Wake Forest. The sewer will run through Mill Bridge Nature Park and the Town owned property off Evening Snow St. which connects to Mill Bridge Nature Park. The City of Raleigh is requesting sewer and temporary construction easements through both properties.

As part of this project, the City of Raleigh will include a sewer stub to Mill Bridge Nature Park so that the future bathroom facility can connect to this sewer line. Before work can proceed, the Town Manager will need authority from the Board to execute the two deeds of easement. (Attached) With the Board's approval of these easements, progress on this project can continue.

## **Recommended Action**

Approve to grant City of Raleigh these sewer and temporary construction easements.

## **Attachment**

Sanitary Sewer Easement & Temporary Construction Easement



## Memorandum

**TO:** Honorable Mayor Currin and Members of the Board of Commissioners

**FROM:** Virginia H. Jones, Interim Human Resources Director

**DATE:** November 25, 2025

**RE:** **Consent Agenda Item:**  
**Approval to Amend the Authorized Staffing Level and Fiscal Year**  
**Budget to Add One (1) Full-Time Police Officer Position**

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### Issue:

Whether the Board should approve the addition of one (1) full-time equivalent (FTE) Police Officer position to the authorized staffing complement of the Police Department and amend the current fiscal year's budget accordingly.

### Background:

- **Current Staffing Challenges:** The Police Department is facing increased calls for service, growing population, and extended response times, which are impacting public safety and officer availability for proactive community policing initiatives. To maintain our status as one of the safest towns in the state, we will need to have more sworn officers available to patrol the ever-widening agency jurisdiction, thereby keeping response times low and continuing our crime prevention efforts.
- **Workload Analysis:** From 2023-2024 our jurisdiction saw a 20% increase in crime, a 10% increase in crashes, a 10% increase in reports filed, a 16% increase in overall calls for service, and a whopping 56% increase in traffic stops. Simultaneously, the town's geographical footprint has also increased from 4.88 to about 6.22 square miles in the last two years, with more annexation applications pending. There are two mixed-use developments set to be fully open and operational by the end of this calendar year, bringing denser housing options and attracting patrons to the new restaurants and shops.
- **Service Enhancement:** This additional position will strengthen the department's ability to provide efficient and consistent police services and improve response times for both emergency & non-emergency calls. Adding one sworn officer at this time will help offset rising service demands and reduce the number of positions that may need to be requested in the next fiscal year, allowing the department to scale strategically with the Town's continued growth.

**Fiscal Impact:**

Funding of \$155,700 for this additional position is based on seven (7) months of employment and includes initial outfitting of a sworn law enforcement officer. Funds had been earmarked in the Contingency line item for a Governor's Highway Safety Program (GHSP) grant that was ultimately not awarded. This position will use those grant match funds that had been set aside. After this transfer, about \$75,000 will remain in Contingency.

**Staff Recommendation:**

Staff recommends that the Board approve the addition of one (1) full-time police officer position and authorize the necessary budget adjustments. This position would be effective January 2026.

**Motion:**

Move to approve amendment of the authorized staffing level and fiscal year budget to add one (1) full time police officer position.

**AN ORDINANCE TO AMEND THE  
2025-2026 FISCAL YEAR BUDGET ORDINANCE**

**BE IT ORDAINED**, by the Board of Commissioners of the Town of Rolesville, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2026:

1. *To appropriate funds associated with the addition of a Police Officer position.*

<u>Expenditure</u>		<u>Increase</u>
100-310-5100-0000	Salaries	\$34,500
100-310-5120-0000	FICA	2,700
100-310-5125-0000	Retirement LGERS	5,600
100-310-5130-0000	Retirement 401(k)	1,800
100-310-5135-0000	Employee Insurance	5,600
100-310-5246-0000	Uniforms	3,000
100-310-5415-0000	Equipment/Furniture	14,000
100-310-5420-0000	Vehicles	88,500
100-190-5399-0000	Contingency	<u>(155,700)</u>
	TOTAL	\$-0-

This will result in no net increase of revenues and expenditures of the General Fund.

Adopted this 2<sup>nd</sup> day of December 2025

\_\_\_\_\_  
Ronnie I. Currin  
Town of Rolesville Mayor

Attest: \_\_\_\_\_  
Christina Ynclan  
Town Clerk



## Memorandum

**TO:** Honorable Mayor Currin and Members of the Board of Commissioners

**FROM:** Virginia H. Jones, Interim Human Resources Director

**DATE:** November 26, 2025

**RE:** **Consent Agenda Item:**  
Approval of the Interlocal Agreement Between Wake County and Wake County  
Municipal Parties for Participation in ECU eMPA Professional Degree Program

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### Issue:

Whether the Board should approve the Interlocal Agreement between Wake County and Wake County municipal parties for participation in the ECU eMPA professional degree program.

### Purpose of the Agreement:

To establish the terms under which the municipal parties will participate in and reimburse the County for their share of costs associated with ECU eMPA program participation.

### Program Description:

The eMPA program is a 36-credit hour program to be delivered by ECU starting in January 2026 on a closed cohort basis. The Program shall consist of 12 courses, and it is anticipated that admitted students will register for two courses per semester for six semesters. The admitted class shall constitute a defined group of students prescreened by the County and municipal parties that will progress through the program together, fostering collaboration and networking. Enrollment shall not be rolling, and substitutions or mid-cohort admissions will not be permitted.

### Supporting Documents:

- Draft Interlocal Agreement – includes the full text of the agreement
- Exhibit 1: US Attorney General's Guidance Memo on Unlawful Discrimination
- Exhibit 2: the Semester Payment Schedule

**Fiscal Impact:**

The approval of the Interlocal Agreement will have no financial impact on the remainder of the FY2025-26 budget year. Please refer to Exhibit 2 for additional details.

**Staff Recommendation:**

Once this Interlocal Agreement is approved by councils/commissioners, Wake County will route the Agreement to all participating municipal parties for e-signature.

Staff recommends that the Board approve the Interlocal Agreement between Wake County and Wake County municipal parties for participation in the ECU eMPA professional degree program.

**INTERLOCAL AGREEMENT  
BETWEEN WAKE COUNTY AND WAKE COUNTY MUNICIPAL PARTIES  
FOR PARTICIPATION IN eMPA PROFESSIONAL DEGREE PROGRAM**

This Interlocal Reimbursement Agreement (“Agreement”) is entered into by and between Wake County, a body corporate and politic of the State of North Carolina (“County”), and the undersigned Wake County Municipal Parties, municipal corporations organized under the laws of the State of North Carolina (“Municipality” or the “Municipal Parties”). This Agreement is entered into pursuant to N.C. Gen. Stat. § 160A-460 et seq.

RECITALS

WHEREAS, the County and the Municipal Parties are committed to enhancing public service and leadership development within local government, including cultivation of future leaders and networks within Wake County; and

WHEREAS, the County has identified the Executive Master of Public Administration (“eMPA”) degree program offered by East Carolina University (“ECU”) as a valuable resource for achieving this goal. The eMPA curriculum is designed to develop and enhance public governance skills, including management and leadership, public policy and problem-solving skills with a focus on public service perspective; and

WHEREAS, the County has agreed to execute a separate agreement with ECU (“ECU Agreement”), under which the County will pay the program costs, thereby facilitating the participation of qualified applicants from the County and the Municipal Parties; and

WHEREAS, the eMPA program will be a 36-credit hour program delivered online with periodic in-person cohort meetings and learning experiences launching in January 2026;

WHEREAS, the provision of benefits to employees of the County and Municipal parties is provided for by statute and any such undertaking or expense serves a public purpose;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the County and the undersigned Municipal Parties agree as follows:

1. Purpose, Program Description, and General Acknowledgements.
  - a. Purpose: The purpose of this Agreement is to establish the terms under which the Municipal Parties will participate in and reimburse the County for their share of costs associated with ECU eMPA program participation.
  - b. Program Description: The eMPA program is a 36-credit hour program to be delivered by ECU starting in January 2026 on a closed cohort basis. The Program shall consist of 12 courses, and it is anticipated that admitted students will register for two courses per semester for six semesters. The admitted class shall constitute a defined group of

- students prescreened by the County and Municipal Parties that will progress through the program together, fostering collaboration and networking. Enrollment shall not be rolling, and substitutions or mid-cohort admissions will not be permitted.
- c. ECU retains final approval over the curriculum and course sequence to ensure compliance with applicable accreditation standards.
  - d. ECU retains responsibility for the education of students enrolled in the program, including but not limited to evaluation for purpose of granting academic credit, grading, and discipline.
  - e. Ownership of works created for or related to the program are governed by the *East Carolina University Copyright Regulation*. The parties acknowledge review of and acceptance of those terms.
  - f. The participating Municipality acknowledges that it may receive or have access to education records, or information derived from education records, that are subject to the Family Educational Rights and Privacy Act (“FERPA”). The participating Municipality shall comply with all applicable FERPA requirements and shall use such information only for purposes consistent with this Agreement. The participating Municipality shall maintain the confidentiality of personally identifiable information and shall not disclose it without the prior written consent of the student. If the participating Municipality experiences a breach relating to this information or becomes aware that it or its employees have disclosed such information to a third party without the written consent of the student, the participating Municipality shall immediately notify the County.
  - g. The Auditor of the State of North Carolina, the University’s internal auditor, and/or the Joint Legislative Commission on Governmental Operations (and legislative employees whose primary responsibility is to provide professional or administrative services to the Commission) shall have access to persons and records as a result of all agreements entered into by East Carolina University in accordance with N.C. Gen. Stat. § 147-64.7, § 143-49(9), and/or § 120-75.1.
  - h. Independent Status. The Parties are independent governmental entities and nothing in this Agreement shall be construed to create a partnership, joint venture, agency, or employer-employee relationship.

2. County’s Role and Obligations.

- a. The County shall execute a separate agreement directly with ECU to establish terms and conditions of the eMPA program.
- b. The County shall pay the costs associated with the program for each semester upfront, as outlined in the ECU Agreement.



- c. The County shall submit the names of prescreened applicants to the University, as provided by the Municipal Parties.
- d. The County shall provide administrative oversight of the selection process as set forth in Section 4, including periodic reviews to verify that municipalities are meeting administrative and compliance obligations required under this Agreement.
- e. The County will coordinate with the University to identify elective courses to address workforce needs and challenges.
- f. Upon receiving notice that the University has suspended, dismissed, or expelled an enrolled student, the County will promptly notify the employing Municipality.
- g. If the University or the County determines that a Municipality has failed to comply with this Agreement, applicable law, or program requirements, the County shall provide written notice to the impacted Municipality. If the Municipality fails to cure within a reasonable period, or if the University requires suspension or removal based on participant noncompliance, the County may, in its sole discretion and to the extent consistent with University requirements, suspend or remove the Municipality from participation in the program.
- h. The County's authority to monitor compliance or enforce removal is administrative in nature and subject to and to be consistent with the University's program requirements. Such authority of the County shall not be construed as supervision or control over municipal operations or as an assumption of liability on behalf of any participating Municipality.

3. Municipality Role and Obligations.

- a. Each Municipality shall identify and recommend applicants to the County for admission into the eMPA program, including but not limited to verifying employee eligibility and compliance with all program requirements.
- b. Each Municipality shall maintain all employee records and supporting documentation required for participation.
- c. Each Municipality shall promptly comply with all requests from the County and the University for information regarding this Agreement or the eMPA program and comply with Sections 4 and 5 of this Agreement.
- d. Each Municipality will reimburse the County pursuant to terms set forth in Section 6.
- e. Each Municipality shall inform participants of program details and delivery.
- f. Each Municipality shall notify the County as soon as possible, but in no event more than three days after a participating employee is no longer employed by the Municipality.
- g. Each Municipality shall comply with all university and County requirements for program participation. Each Municipality agrees to accept and comply with all administrative and disciplinary decisions issued by the County or the University regarding program participation, including decisions concerning suspensions, removal, or other corrective actions required to maintain program integrity or compliance with university standards.
- h. Any disciplinary or employment-related action affecting individual municipal employees shall remain the sole responsibility of the Municipality. Nothing in this

Agreement authorizes the County to take or direct personnel action within the Municipality's workforce.

4. Selection Process Criteria Applicable to all Participating Parties.

- a. The County and participating Municipal Parties shall identify applicants for admission to the eMPA program. Such process shall include consideration of each potential applicant to assure they qualify for admission to the eMPA program by meeting the following criteria:
  - (i) Has at least five years of public administration-related career experience.
  - (ii) Has at least three years of experience managing people or processes; and
  - (iii) Has earned an undergraduate degree from a regionally-accredited educational institution with a minimum 2.7 GPA.
- b. The selection process shall be conducted in a manner consistent with applicable federal and state law, including constitutional requirements governing the prohibition of race-conscious admissions policies and practices. Each Municipality shall be solely responsible for ensuring that its employees, contractors, and program participants comply with all federal, state, and local law. The County's obligation to ensure compliance shall consist of verifying that participating Municipal Parties have adopted and implemented compliant policies or procedures and Municipal Parties shall provide those policies or procedures to the County before the commencement of the program; the County shall not be responsible for monitoring day-to-day conduct or employment actions of municipal personnel.
- c. The County and Municipal Parties will not discriminate on the basis of race/ethnicity, color, genetic information, national origin, religion, sex, sexual orientation, gender identity, age, disability, political affiliation or veteran status (including relationship or association with a protected veteran; or Active Duty or National Guard service) in the selection or recommendation of any applicant to the eMPA program. The County and Municipal Parties further agree to comply with the July 29, 2025 Guidance for Recipients of Federal Funding Regarding Unlawful Discrimination issued by U.S. Attorney General, Pam Bondi (attached as Exhibit 1) and any additional related guidance or legal precedent related to college and university admission practices for all phases related to the recruitment, application, and selection of applicants for the eMPA program.
- d. The County and Municipal Parties acknowledge that any list of recommended applicants for eMPA program admission is advisory only. Applicants shall apply for the eMPA through the ECU graduate school admissions process and shall be required to meet all admissions requirements established by ECU. Applicants will be responsible for paying the application fee and submitting all required materials to ECU. All final admissions decisions are in the sole discretion of ECU.

- e. The County and each Municipality agree to maintain the following documentation and provide access to the County and/or ECU upon request to identify potential discriminatory practices in order to ensure ongoing compliance with this Agreement and applicable law:
  - i. Program materials;
  - ii. Participant feedback; and
  - iii. Program outcomes.
- f. The County shall maintain regular communications with ECU to ensure that the oversight and auditing processes align with university requirements and expectations. Any changes to university requirements shall be promptly communicated to each Municipality to ensure continued compliance.

5. Cost, Reimbursement, and Indemnification.

The County shall pay the tuition and fees directly to the University on behalf of the Participant(s) accepted into the program in accordance with the program's billing schedule, the agreement between the University and the County, and applicable County procedures. The Municipality shall reimburse the County for the full amount of the tuition and fees paid within 30 days of receipt of an invoice from the County pursuant to the schedule set forth in Exhibit 2, which is incorporated by reference herein. - In the event any participant sponsored by a Municipality (i) withdraws or otherwise ceases participation in the program; (ii) fails to complete the program or does not meet academic or attendance requirements established by the University; (iii) violates the Program's rules, the County's administrative requirements, or the Municipality's own participation conditions; or (iv) becomes ineligible for County payment under the Program, the Municipality shall remain fully responsible for reimbursement to the County of all program costs paid on behalf of that participant. If the University cancels or defers the Program for any reason, Municipalities shall reimburse the County for all tuition and related fees paid on behalf of their Participants, to the extent such fees are non-refundable.

Each Municipality shall be solely responsible for determining appropriate tax treatment and benefit classification of any educational assistance or related payments made on behalf of employees under this Agreement. This includes, but is not limited to, determining whether such assistance constitutes taxable income to the employee under applicable federal, state, or local laws. The County shall have no responsibility or liability for any tax consequences or benefit determinations arising from program participation, and each Municipality agrees to communicate clearly with its participating employees regarding potential tax implications or benefit impacts.

Each Municipality shall be solely responsible for determining what constitutes compensable time under its own educational assistance or personnel policies and applicable laws.

Each Municipality shall be responsible for, and to the extent permitted by law, shall defend, indemnify, and hold harmless the County, its elected officials, agents, and employees from and against all claims, demands, liabilities, damages, or expenses (including reasonable

attorneys' fees) arising out of or related to that municipality's negligent acts, omissions, or failure to comply with law in connection with this Agreement. This obligation shall survive termination or expiration of this Agreement. The County's review or approval of any municipal policies or procedures shall not be deemed to constitute acceptance of responsibility for municipal compliance or a waiver of any immunities or defenses.

The County shall be responsible for, and to the extent permitted by law, shall defend, indemnify, and hold harmless the Municipal Parties from and against all claims, demands, liabilities, damages, or expenses (including reasonable attorneys' fees) arising out of or related to the County's negligent acts, omissions, or failure to comply with law in connection with this Agreement. This obligation shall survive termination or expiration of this Agreement.

6. Term and Termination.

This Agreement shall become effective January 1, 2026 shall remain in effect through the completion of the eMPA program, unless terminated earlier by mutual agreement in writing. Either party may terminate this Agreement for cause upon written notice if the other party materially breaches any provision of this Agreement and fails to cure such breach within 30 days of receiving written notice. Termination shall not relieve any Municipality of its obligation to reimburse the County for tuition and fees paid for participants enrolled at the time of termination.

7. No Third-Party Beneficiaries.

Nothing in this Agreement shall be construed to create any third-party beneficiary rights in any person or entity not a party to this Agreement.

8. Governing Law.

This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina. Any claim, action, or proceeding arising from or related to this Agreement shall be brought in courts located in Wake County, North Carolina.

9. No Waiver of Sovereign Immunity.

The Parties agree that nothing in this Agreement shall be construed to mandate purchase of insurance by the County pursuant to N.C.G.S. 153A-435; or to be inconsistent with Wake County's "Resolution Regarding Limited Waiver of Sovereign Immunity" enacted October 6, 2003; or to in any other way waive any party's defense of sovereign or governmental immunity from any cause of action alleged or brought against the parties for any reason if otherwise available as a matter of law.

10. Entire Agreement.

This Agreement constitutes the entire agreement between the parties regarding the subject matter herein and supersedes any prior discussions or agreements, whether oral or written.

11. Notices.

Notice to any Municipal Party or to the County shall be sufficient if sent in writing; postage prepaid, registered or certified mail and email to the County Manager of Wake County or Manager of the Municipal Parties at the addresses below:

**For the County:**

Wake County Manager  
Wake County Justice Center  
301 S. McDowell St.  
Raleigh, NC 27601  
[David.Ellis@wakegov.com](mailto:David.Ellis@wakegov.com)

**For the Municipalities:**

Town of Wake Forest  
Town Manager  
301 S. Brooks St.  
Wake Forest, NC 27587  
[emarsh@rolesvillenc.gov](mailto:emarsh@rolesvillenc.gov)

Town of Knightdale  
Town Manager  
[bill.summers@knightdalenc.gov](mailto:bill.summers@knightdalenc.gov)  
950 Steeple Square Ct.  
Knightdale, NC 27545

Town of Morrisville  
Town Manager  
100 Town Hall Dr.  
Morrisville, NC 27560  
[bzuidema@morrisvillenc.gov](mailto:bzuidema@morrisvillenc.gov)

Town of Rolesville  
Town Manager  
502 Southtown Cir.  
Rolesville, NC 27571  
[emarsh@rolesvillenc.gov](mailto:emarsh@rolesvillenc.gov)

Town of Apex  
Town Manager  
73 Hunter St.  
Apex, NC 27502  
[randy.vosburg@apexnc.org](mailto:randy.vosburg@apexnc.org)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the dates indicated below.

WAKE COUNTY

ATTEST:

\_\_\_\_\_

County Manager

\_\_\_\_\_

County Clerk

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_

Chief Financial Officer (or designee)

TOWN OF WAKE FOREST

\_\_\_\_\_

County Manager

\_\_\_\_\_

Town Clerk

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_

Chief Financial Officer (or designee)

TOWN OF KNIGHTDALE

\_\_\_\_\_

County Manager

\_\_\_\_\_

Town Clerk

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_

Chief Financial Officer (or designee)

TOWN OF MORRISVILLE

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County Manager

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Town Clerk

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

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Chief Financial Officer (or designee)

TOWN ROLESVILLE

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County Manager

---

Town Clerk

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

---

Chief Financial Officer (or designee)

TOWN OF APEX

---

County Manager

---

Town Clerk

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

---

Chief Financial Officer (or designee)



Office of the Attorney General  
Washington, D. C. 20530

July 29, 2025

MEMORANDUM FOR ALL FEDERAL AGENCIES

FROM:

THE ATTORNEY GENERAL

A handwritten signature in black ink, appearing to be "JD", is written over the words "THE ATTORNEY GENERAL".

SUBJECT:

GUIDANCE FOR RECIPIENTS OF FEDERAL FUNDING  
REGARDING UNLAWFUL DISCRIMINATION

**I. INTRODUCTION**

One of our Nation's bedrock principles is that all Americans must be treated equally. Not only is discrimination based on protected characteristics illegal under federal law, but it is also dangerous, demeaning, and immoral. Yet in recent years, the federal government has turned a blind eye toward, or even encouraged, various discriminatory practices, seemingly because of their purportedly benign labels, objectives, or intentions. No longer. Going forward, the federal government will not stand by while recipients of federal funds engage in discrimination.

This guidance clarifies the application of federal antidiscrimination laws to programs or initiatives that may involve discriminatory practices, including those labeled as Diversity, Equity, and Inclusion ("DEI") programs.<sup>1</sup> Entities receiving federal funds, like all other entities subject to federal antidiscrimination laws, must ensure that their programs and activities comply with federal law and do not discriminate on the basis of race, color, national origin, sex, religion, or other protected characteristics—no matter the program's labels, objectives, or intentions. In furtherance of that requirement, this guidance identifies "Best Practices" as non-binding suggestions to help entities comply with federal antidiscrimination laws and avoid legal pitfalls; these are not mandatory requirements but rather practical recommendations to minimize the risk of violations.

Entities that receive federal financial assistance or that are otherwise subject to federal anti-discrimination laws, including educational institutions, state and local governments, and public and private employers, should review this guidance carefully to ensure all programs comply with their legal obligations.

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<sup>1</sup> DEI programs go by other names as well, such as Diversity, Equity, Inclusion, and Accessibility ("DEIA") and Diversity, Equity, Inclusion, and Belonging ("DEIB").



## II. EXECUTIVE SUMMARY

This guidance emphasizes the significant legal risks of initiatives that involve discrimination based on protected characteristics and provides non-binding best practices to help entities avoid the risk of violations. Key points include:

- **Statutory nondiscrimination requirements:** Federal law prohibits discrimination based on protected characteristics like race, sex, color, national origin, or religion.
- **Legal pitfalls of DEI Programs:** The use of terms such as “DEI,” “Equity,” or other euphemistic terms does not excuse unlawful discrimination or absolve parties from scrutiny regarding potential violations.
- **Prohibition on Protected Characteristics as Criteria:** Using race, sex, or other protected characteristics for employment, program participation, resource allocation, or other similar activities, opportunities, or benefits, is unlawful, except in rare cases where such discrimination satisfies the relevant level of judicial scrutiny.
- **Importance of Sex-Separated Intimate Spaces and Athletic Competitions:** Compelling employees to share intimate spaces with the opposite sex or allowing men to compete in women’s athletic competitions would typically be unlawful.
- **Unlawful Proxy Discrimination:** Facially neutral criteria (e.g., “cultural competence,” “lived experience,” geographic targeting) that function as proxies for protected characteristics violate federal law if designed or applied with the intention of advantaging or disadvantaging individuals based on protected characteristics.
- **Scrutiny of Third-Party Funding:** Recipients of federal funds should ensure federal funds do not support third-party programs that discriminate.
- **Protection Against Retaliation:** Individuals who object to or refuse to participate in discriminatory programs, trainings, or policies are protected from adverse actions like termination or exclusion based on that individual’s opposition to those practices.<sup>2</sup>

## III. KEY FEDERAL ANTIDISCRIMINATION PROVISIONS AND LAW

Federal antidiscrimination laws prohibit discrimination on the basis of protected characteristics, including race, color, religion, sex, and national origin. The U.S. Supreme Court has consistently held that policies or practices based upon protected characteristics are subject to

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<sup>2</sup> Unlawful retaliation occurs when a federally funded entity takes adverse actions against employees, participants, or beneficiaries because they engage in protected activities related to opposing DEI practices they reasonably believe violate federal antidiscrimination laws.

rigorous judicial scrutiny. Race-based classifications are subject to strict scrutiny, requiring a compelling governmental interest and narrowly tailored means to achieve that interest.<sup>3</sup> Sex-based classifications are subject to heightened scrutiny, requiring an exceedingly persuasive justification and substantial relation to an important governmental objective.<sup>4</sup> Discrimination based on other protected characteristics, such as religion, is also evaluated under analogous standards.<sup>5</sup> Entities receiving federal funds must comply with applicable civil rights laws, including:

- **Title VI of the Civil Rights Act of 1964:** Prohibits discrimination based on race, color, or national origin in any program or activity receiving federal financial assistance. This includes most educational institutions, healthcare providers, and state and local government agencies.
- **Title VII of the Civil Rights Act of 1964:** Prohibits employment discrimination based on, or motivated by, race, color, religion, sex, or national origin, in any terms, conditions, or privileges of employment, including hiring, promotion, demotion, termination, compensation, job transfers, training, or access to employment privileges and benefits.
- **Title IX of the Education Amendments of 1972:** Prohibits discrimination based on sex in education programs or activities receiving federal financial assistance. Title IX protections extend beyond athletics and include addressing sexual harassment, sex-based harassment, admissions policies, and equal access to resources and programs.

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<sup>3</sup> See, e.g., *Students for Fair Admissions, Inc. v. Harvard*, 600 U.S. 181, 214 (2023) (holding racial classifications by public institutions are subject to strict scrutiny and racial classifications by private institutions can serve as basis for revoking funding under Title VI); *Ricci v. DeStefano*, 557 U.S. 557, 579 (2009) (“[E]xpress, race-based decision-making violates Title VII’s command that employers cannot take adverse employment actions because of an individual’s race.”); see also *Vitolo v. Guzman*, 999 F.3d 353, 361 (6th Cir. 2021) (holding grant program with race and sex preferences is unlawful under Equal Protection Clause).

<sup>4</sup> See, e.g., *United States v. Virginia*, 518 U.S. 515, 531 (1996).

<sup>5</sup> See, e.g., *Espinoza v. Montana Dep’t of Revenue*, 591 U.S. 464, 479 (2020) (“The Free Exercise Clause, which applies to the States under the Fourteenth Amendment, protects religious observers against unequal treatment and against laws that impose special disabilities on the basis of religious status . . . . [S]trict scrutiny applies . . . because Montana’s no-aid provision discriminates based on religious status”); *Shapiro v. Thompson*, 394 U.S. 618, 631 (1969) (holding discriminating against individual for exercising fundamental constitutional rights is subject to heightened scrutiny), *overruled on other grounds by Edelman v. Jordan*, 415 U.S. 651 (1974); see also *Church of Lukumi Babalu Aye, Inc. v. City of Hialeah*, 508 U.S. 520, 540 (1993) (relying on Equal Protection principles in holding intentional discrimination against exercise of religion is subject to strict scrutiny).

- **Equal Protection Clause of the Fourteenth Amendment:** Prohibits States from denying any person the equal protection of the laws, relevant in the context of discrimination claims involving state or local government actions.

#### IV. UNLAWFUL DISCRIMINATORY POLICIES AND PRACTICES

The following is a non-exhaustive list of unlawful practices that could result in revocation of grant funding. Federal funding recipients may also be liable for discrimination if they knowingly fund the unlawful practices of contractors, grantees, and other third parties.

##### A. Granting Preferential Treatment Based on Protected Characteristics

###### 1. What Constitutes Unlawful Preferential Treatment?

Preferential treatment occurs when a federally funded entity provides opportunities, benefits, or advantages to individuals or groups based on protected characteristics in a way that disadvantages other qualified persons, including such practices portrayed as “preferential” to certain groups. Such practices violate federal law unless they meet very narrow exceptions.

###### 2. Examples of Unlawful Practices

**Race-Based Scholarships or Programs:** A university’s DEI program establishes a scholarship fund exclusively for students of a specific racial group (e.g., “Black Student Excellence Scholarship”) and excludes otherwise qualified applicants of other races, even if they meet academic or financial need criteria. This extends to any race-exclusive opportunities, such as internships, mentorship programs, or leadership initiatives that reserve spots for specific racial groups, regardless of intent to promote diversity. Such race-exclusive programs violate federal civil rights law by discriminating against individuals based solely on their race or treating people differently based on a protected characteristic without meeting the strict legal standards required for race-conscious programs.

**Preferential Hiring or Promotion Practices:** A federally funded entity’s DEI policy prioritizes candidates from “underrepresented groups” for admission, hiring, or promotion, bypassing qualified candidates who do not belong to those groups, where the preferred “underrepresented groups” are determined on the basis of a protected characteristic like race.

**Access to Facilities or Resources Based on Race or Ethnicity:** A university’s DEI initiative designates a “safe space” or lounge exclusively for students of a specific racial or ethnic group.

## **B. Prohibited Use of Proxies for Protected Characteristics**

### **1. What Constitutes Unlawful Proxies?**

Unlawful proxies occur when a federally funded entity intentionally uses ostensibly neutral criteria that function as substitutes for explicit consideration of race, sex, or other protected characteristics. While these criteria may appear facially neutral, they become legally problematic under any of the following circumstances:

- They are selected because they correlate with, replicate, or are used as substitutes for protected characteristics.
- They are implemented with the intent to advantage or disadvantage individuals based on protected characteristics.

### **2. Examples of Potentially Unlawful Proxies**

**“Cultural Competence” Requirements:** A federally funded university requires job applicants to demonstrate “cultural competence,” “lived experience,” or “cross-cultural skills” in ways that effectively evaluate candidates’ racial or ethnic backgrounds rather than objective qualifications. This includes selection criteria that advantage candidates who have experiences the employer associates with certain racial groups. For instance, requiring faculty candidates to describe how their “cultural background informs their teaching” may function as a proxy if used to evaluate candidates based on race or ethnicity.

**Geographic or Institutional Targeting:** A federally funded organization implements recruitment strategies targeting specific geographic areas, institutions, or organizations chosen primarily because of their racial or ethnic composition rather than other legitimate factors.

**“Overcoming Obstacles” Narratives or “Diversity Statements”:** A federally funded program requires applicants to describe “obstacles they have overcome” or submit a “diversity statement” in a manner that advantages those who discuss experiences intrinsically tied to protected characteristics, using the narrative as a proxy for advantaging that protected characteristic in providing benefits.

## **C. Segregation Based on Protected Characteristics**

### **1. What Constitutes Unlawful Segregation?**

Segregation based on protected characteristics occurs when a federally funded entity organizes programs, activities, or resources—such as training sessions—in a way that separates or restricts access based on race, sex, or other protected characteristics. Such practices generally violate federal law by creating unequal treatment or reinforcing stereotypes, regardless of the stated goal (e.g., promoting inclusion or addressing historical inequities). Exceptions are narrow

and include only cases where federal law expressly permits race-based remedies for specific, documented acts of past discrimination by the institution itself, or in specialized contexts such as correctional facilities where courts have recognized compelling institutional interests.

While compelled segregation is generally impermissible, failing to maintain sex-separated athletic competitions and intimate spaces can also violate federal law. Federally funded institutions that allow males, including those self-identifying as “women,” to access single-sex spaces designed for females—such as bathrooms, showers, locker rooms, or dormitories—undermine the privacy, safety, and equal opportunity of women and girls. Likewise, permitting males to compete in women’s athletic events almost invariably denies women equal opportunity by eroding competitive fairness. These policies risk creating a hostile environment under Title VII, particularly where they compromise women’s privacy, safety, or professional standing, and can violate Title IX by denying women access to the full scope of sex-based protections in education. To ensure compliance with federal law and to safeguard the rights of women and girls, organizations should affirm sex-based boundaries rooted in biological differences.

## **2. Examples of Unlawful Practices**

**Race-Based Training Sessions:** A federally funded university hosts a DEI training program that requires participants to separate into race-based groups (e.g., “Black Faculty Caucus” or “White Ally Group”) for discussions, prohibiting individuals of other races from participating in specific sessions. In contrast, a “Faculty Academic Support Network” open to all faculty interested in promoting student success avoids reliance on protected characteristics and complies with federal law.

**Segregation in Facilities or Resources:** A college receiving federal funds designates a “BIPOC-only study lounge,” facially discouraging access by students of other races. Even if access is technically open to all, the identity-based focus creates a perception of segregation and may foster a hostile environment. This extends to any resource allocation—such as study spaces, computer labs, or event venues—that segregates access based on protected characteristics, even if intended to create “safe spaces.” This does not apply to facilities that are single-sex based on biological sex to protect privacy or safety, such as restrooms, showers, locker rooms, or lodging.

**Implicit Segregation Through Program Eligibility:** A federally funded community organization hosts a DEI-focused workshop series that requires participants to identify with a specific racial or ethnic group (e.g., “for underrepresented minorities only”) or mandates sex-specific eligibility, effectively excluding others who meet objective program criteria. Use of Protected Characteristics in Candidate Selection

## **3. What Constitutes Unlawful Use of Protected Characteristics?**

Unlawful use of protected characteristics occurs when a federally funded entity or program considers race, sex, or any other protected trait as a basis for selecting candidates for employment

(e.g., hiring, promotions), contracts (e.g., vendor agreements), or program participation (e.g., internships, admissions, scholarships, training). This includes policies that explicitly mandate representation of specific groups in candidate pools or implicitly prioritize protected characteristics through selection criteria, such as “diverse slate” requirements, diversity decision-making panels, or diversity-focused evaluations. It also includes requirements that contracting entities utilize a specific level of working hours from individuals of certain protected characteristics to complete the contract. Such practices violate federal law by creating unequal treatment or disadvantaging otherwise qualified candidates, regardless of any intent to advance diversity goals.

#### **4. Examples of Unlawful Practices**

**Race-Based “Diverse Slate” Policies in Hiring:** A federally funded research institute adopts a policy requiring that all interview slates for faculty positions include a minimum number of candidates from specific racial groups (e.g., at least two “underrepresented minority” candidates), rejecting otherwise qualified candidates who do not meet this racial criterion. This extends to any policy that sets racial benchmarks or mandates demographic representation in candidate pools, such as requiring a certain percentage of finalists to be from “diverse” backgrounds.

**Sex-Based Selection for Contracts:** A federally funded state agency implements a DEI policy that prioritizes awarding contracts to women-owned businesses, automatically advancing female vendors or minority-owned businesses over equally or more qualified businesses without preferred group status. This includes any contract selection process that uses sex or race as a tiebreaker or primary criterion, such as policies favoring “minority- or women-owned” businesses without satisfying the appropriate level of judicial scrutiny.

**Race- or Sex-Based Program Participation:** A federally funded university’s internship program requires that 50% of selected participants be from “underrepresented racial groups” or female students, rejecting equally or more qualified applicants who do not meet these demographic criteria. This extends to any program—such as scholarships, fellowships, or leadership initiatives—that uses race, sex, or any other protected characteristic as a selection criterion, even if framed as addressing underrepresentation.

### **D. Training Programs That Promote Discrimination or Hostile Environments**

#### **1. What Constitutes Unlawful DEI Training Programs?**

Unlawful DEI training programs are those that—through their content, structure, or implementation—stereotype, exclude, or disadvantage individuals based on protected characteristics or create a hostile environment. This includes training that:

- Excludes or penalizes individuals based on protected characteristics.

- Creates an objectively hostile environment through severe or pervasive use of presentations, videos, and other workplace training materials that single out, demean, or stereotype individuals based on protected characteristics.

## **2. Examples of Unlawful Practices**

**Trainings That Promote Discrimination Based on Protected Characteristics:** A federally funded school district requires teachers to complete a DEI training that includes statements stereotyping individuals based on protected characteristics—such as “all white people are inherently privileged,” “toxic masculinity,” etc. Such trainings may violate Title VI or Title VII if they create a hostile environment or impose penalties for dissent in ways that result in discriminatory treatment.<sup>6</sup>

### **E. Recommendations on Best Practices**

**Ensure Inclusive Access:** All workplace programs, activities, and resources should be open to all qualified individuals, regardless of race, sex, or other protected characteristics. Avoid organizing groups or sessions that exclude participants based on protected traits. Some sex separation is necessary where biological differences implicate privacy, safety, or athletic opportunity.

**Focus on Skills and Qualifications:** Base selection decisions on specific, measurable skills and qualifications directly related to job performance or program participation. For example, rather than asking about “cultural competence,” assess specific skills such as language proficiency or relevant educational credentials. Criteria like socioeconomic status, first-generation status, or geographic diversity must not be used if selected to prioritize individuals based on racial, sex-based, or other protected characteristics.

**Prohibit Demographic-Driven Criteria:** Discontinue any program or policy designed to achieve discriminatory outcomes, even those using facially neutral means. Intent to influence demographic representation risks violating federal law. For example, a scholarship program must not target “underserved geographic areas” or “first-generation students” if the criteria are chosen to increase participation by specific racial or sex-based groups. Instead, use universally applicable criteria, such as academic merit or financial hardship, applied without regard to protected characteristics or demographic goals.

**Document Legitimate Rationales:** If using criteria in hiring, promotions, or selecting contracts that might correlate with protected characteristics, document clear, legitimate rationales unrelated to race, sex, or other protected characteristics. Ensure these rationales are consistently applied and are demonstrably related to legitimate, nondiscriminatory institutional objectives.

**Scrutinize Neutral Criteria for Proxy Effects:** Before implementing facially neutral criteria, rigorously evaluate and document whether they are proxies for race, sex, or other protected

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<sup>6</sup> Federal law allows for workplace harassment trainings that are focused on preventing unlawful workplace discrimination and that do not single out particular groups as inherently racist or sexist.

characteristics. For instance, a program targeting “low-income students” must be applied uniformly without targeting areas or populations to achieve racial or sex-based outcomes.

**Eliminate Diversity Quotas:** Focus solely on nondiscriminatory performance metrics, such as program participation rates or academic outcomes, without reference to race, sex, or other protected traits. And discontinue policies that mandate representation of specific racial, sex-based, or other protected groups in candidate pools, hiring panels, or final selections. For example, replace a policy requiring “at least one minority candidate per slate” with a process that evaluates all applicants based on merit.

**Avoid Exclusionary Training Programs:** Ensure trainings are open to all qualified participants, regardless of protected characteristics. Avoid segregating participants into groups based on race, sex, or other protected characteristics. Trainings should not require participants to affirm specific ideological positions or “confess” to personal biases or privileges based on a protected characteristic.

**Include Nondiscrimination Clauses in Contracts to Third Parties and Monitor Compliance:** Incorporate explicit nondiscrimination clauses in grant agreements, contracts, or partnership agreements, requiring third parties to comply with federal law, and specify that federal funds cannot be used for programs that discriminate based on protected characteristics. Monitor third parties that receive federal funds to ensure ongoing compliance, including reviewing program materials, participant feedback, and outcomes to identify potential discriminatory practices. Terminate funding for noncompliant programs.

**Establish Clear Anti-Retaliation Procedures and Create Safe Reporting Mechanisms:** Implement and communicate policies that prohibit retaliation against individuals who engage in protected activities, such as raising concerns, filing complaints, or refusing to participate in potentially discriminatory programs. Include these policies in employee handbooks, student codes of conduct, and program guidelines. Provide confidential, accessible channels for individuals to report concerns about unlawful practices.

## V. CONCLUSION

Entities are urged to review all programs, policies, and partnerships to ensure compliance with federal law, and discontinue any practices that discriminate on the basis of a protected status. The recommended best practices provided in this guidance are non-binding suggestions to assist entities in avoiding legal pitfalls and upholding equal opportunity for all. By prioritizing nondiscrimination, entities can mitigate the legal, financial, and reputational risks associated with unlawful DEI practices and fulfill their civil rights obligations.



[illegible]

- > The total cost outlined below excludes Wake County costs of participating in 6 semesters per candidate (5 candidates at \$54,900 each).
- > East Carolina University (ECU) will invoice Wake County on the 20th day following the start of each semester.
- > Wake County will invoice participating municipalities based on their proportional share after Wake County has remitted payment to ECU each semester.
- > The agreement will impact the following fiscal years: 2025–2026, 2026–2027, and 2027–2028.
- > Book costs are not included in the calculations.



# Memorandum

**To:** Mayor and Town Board  
**Date:** November 25, 2025  
**Re:** FY25-26 Budget Amendment, Agenda Item #10.h

Town staff have submitted requests for FY25-26 budget amendments for Town Board consideration.

1. **ABC Grant Funds** (from Police)

Department is requesting to move \$7,600 from the Wake County ABC Board grant reserves to pay for graphics on the Community Resource Officer's vehicle. Wake County ABC provides grants to law enforcement agencies for the furtherment of community related equipment and programs. Therefore, the department requests to use the funds previously received to complete this task.

2. **Enbridge Gas Grant** (from Fire)

The Town was recently awarded an \$8,400 grant from Enbridge Gas to be used towards the purchase of Fire Department equipment. The check has already been received by the Town, and the Fire Department requests an appropriation of these grant funds.

## **Recommended Action**

Make a motion to approve the Ordinance to Amend the 2025-2026 Fiscal Year Budget Ordinance dated December 2, 2025

**AN ORDINANCE TO AMEND THE  
2025-2026 FISCAL YEAR BUDGET ORDINANCE**

**BE IT ORDAINED**, by the Board of Commissioners of the Town of Rolesville, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2026:

1. *To appropriate previously received funds associated with an ABC grant.*

		<u>Increase</u>
<u>Revenue</u>		
100-000-6900-1004	Fund Balance – ABC Grants	\$7,600
<u>Expenditure</u>		
100-310-5290-1004	Community – ABC Grants	\$7,600

2. *To appropriate funds associated with an Enbridge Gas grant.*

		<u>Increase</u>
<u>Revenue</u>		
100-000-4330-0000	Grants – Local & Other	\$8,400
<u>Expenditure</u>		
100-320-5415-0000	Equipment/Furniture	\$8,400

This will result in a net increase of \$16,000 in both revenues and expenditures of the General Fund.

Adopted this 2<sup>nd</sup> day of December 2025

\_\_\_\_\_  
Ronnie I. Currin  
Town of Rolesville Mayor

Attest: \_\_\_\_\_  
Christina Ynclan  
Town Clerk

## CAPITAL PROJECT ORDINANCE

### LAPP GRANTS FUND

**BE IT ORDAINED** by the Board of Commissioners of the Town of Rolesville, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

**Section 1.** The project authorized is street and pedestrian improvements along South Main Street between Burlington Mills Road and Young Street, including improvements associated with the Wallbrook development.

**Section 2.** This capital project ordinance amends the previous capital project ordinance of August 5, 2025 by adjusting revenue sources, transferring \$3,365,000 from the General Fund, and more accurately reflecting the expected costs of the project.

**Section 3.** The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

**Section 4.** The following revenues are anticipated to be available to complete this project:

	<u>FY21-22</u>	<u>FY21-22</u>	<u>FY22-23</u>	<u>FY25-26</u>	<u>FY25-26</u>	<u>Total</u>
000-Investment Earnings					\$540,000	\$540,000
727-Capital Rsv for street fees	473,000					473,000
727-General Fund transfer	788,000	565,000	1,478,919		1,110,000	3,941,919
727-Grants – Federal	4,839,000	565,000	6,636,439			12,040,439
729-Reimbursements	3,250,000	(515,000)	1,596,973			4,331,973
729-General Fund transfer			1,296,868	450,000	420,000	2,166,868
730-General Fund transfer		30,000	31,140		35,000	96,140
730-Grants – State		118,000				118,000
731-General Fund transfer					1,800,000	1,800,000
731-Grants – Federal				1,080,000	(1,080,000)	0
731-Grants – Local & Other				<u>720,000</u>	<u>(720,000)</u>	<u>0</u>
	<u>\$9,350,000</u>	<u>\$763,000</u>	<u>\$11,040,339</u>	<u>\$2,250,000</u>	<u>\$2,105,000</u>	<u>\$25,508,339</u>

**Section 5.** The following amounts are appropriated for the project:

	<u>FY21-22</u>	<u>FY21-22</u>	<u>FY22-23</u>	<u>FY25-26</u>	<u>FY25-26</u>	<u>Total</u>
727-LAPP Project	\$6,100,000	\$1,130,000	\$8,115,359		\$1,650,000	\$16,995,359
729-Wallbrook Development	3,250,000	(515,000)	2,893,840	450,000	420,000	6,498,840
730-DOT Curb Ramps		148,000	31,140		35,000	214,140
731-Water/Sewer				<u>1,800,000</u>		<u>1,800,000</u>
	<u>\$9,350,000</u>	<u>\$763,000</u>	<u>\$11,040,339</u>	<u>\$2,250,000</u>	<u>\$2,105,000</u>	<u>\$25,508,339</u>

**Section 6.** The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records. The Finance Officer is directed to include an analysis of past and future costs and revenues on this capital project in the annual budget submission made to the Board. Copies of this capital project ordinance shall be furnished to the Town Clerk, the Budget Officer, and the Finance Officer for direction in carrying out this project.

Adopted this 2<sup>nd</sup> day of December 2025

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Ronnie I. Currin  
Town of Rolesville Mayor

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Christina Ynclan  
Town Clerk



# Memo

**To:** Mayor Currin and Rolesville Town Board  
**From:** Mical McFarland, Economic Development Director  
**Date:** December 2, 2025  
**Re:** Agenda Item 11.a. Economic Development Report

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Enclosed please find the following PPT slides and materials:

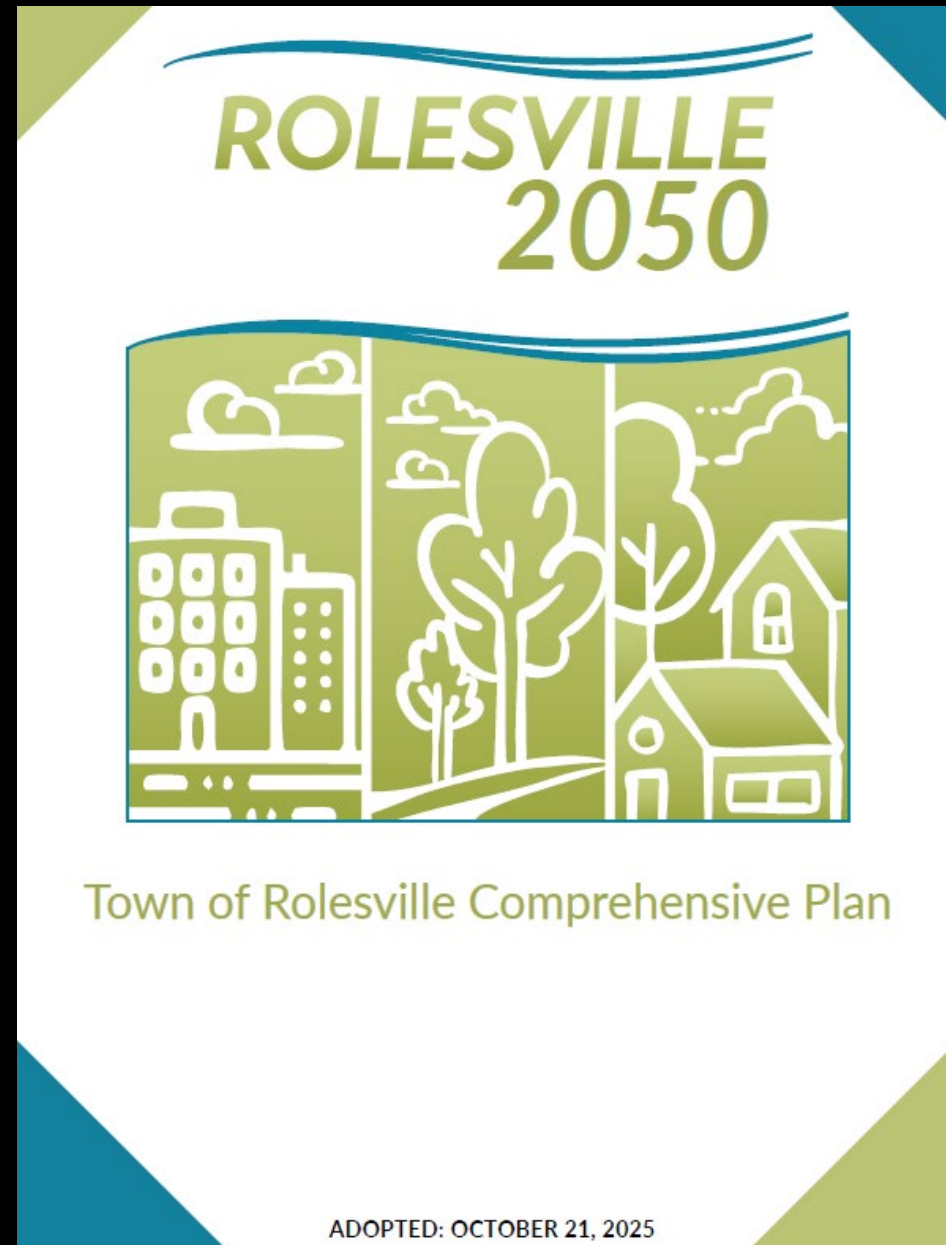
## **Economic Development Staff Report**

1. PPT slides citing the Economic Development focus of the new Comprehensive Plan, and a list of new businesses that opened in 2025
2. An updated Retail Market Guide that will be used when seeking to attract and working with commercial developers interested in the Rolesville market.
3. An updated Walbrook development brochure highlighting some of the new buildings and businesses that will be coming.
4. A marketing brochure for proposed (not yet approved) commercial development on the land just north of Rolesville High School and across the street from The Point neighborhood.

# ECONOMIC DEVELOPMENT



# Comp Plan and Econ Development Strategic Plan Update



# Economic Development

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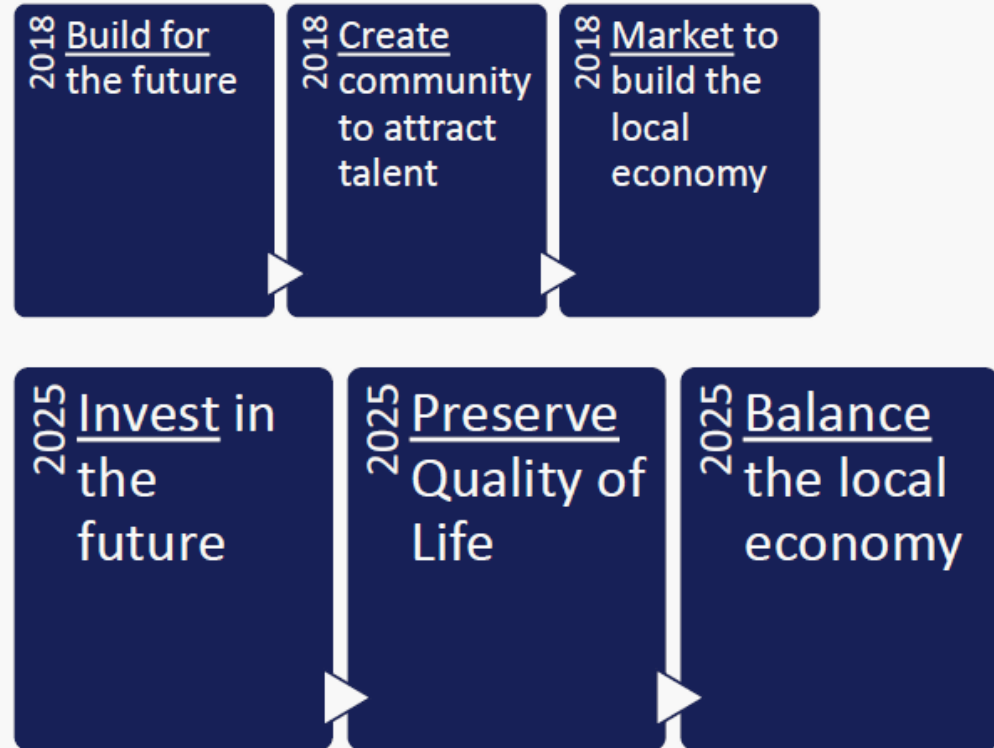
- 2025-2030 E.D. Workplan

- Key Themes

- Invest in the future
- Preserve quality of life
- Balance the local economy

- Focus Area: 401 Gateway

- Prepositioning sites
- Public-private partnership





# Key Economic Development-related Goals from the Comp Plan

Big Idea	BI.10	Establish a target balance between residential and nonresidential development to help guide future development decisions.	High	
Transportation	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.	High	
Transportation	T.2	Continue developing priority projects as identified in the Rolesville Bike 2022 Plan.	High	
		Strategically update the Town's Land		

Focus Area	Rec. ID	Recommendation	Phasing Priority	Staff Notes
Big Idea	BI.1	Market Rolesville as a healthy community with its extensive greenway, trail, and park destinations.	High	
Big Idea	BI.2	Explore opportunities to incorporate flexibility in TC-Town Center district zoning requirements to provide for a unique, lifestyle destination.	Medium	
Big Idea	BI.3	Rolesville-led parking evaluation and solutions will support LDO updates to Town Center (TC) district and support downtown commerce.	Medium	
Big Idea	BI.4	The 401 Gateway will serve as a key employment opportunity for economic development, providing jobs and tax base balancing.	Medium	
Big Idea	BI.5	Address development constraints in Environmentally Sensitive Areas and jurisdictional growth constraints.	High	
Big Idea	BI.6	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 Center (SBC).	Low	
Big Idea	BI.7	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.	High	
Big Idea	BI.8	Update the 2019 Parks and Recreation Comprehensive Master Plan with an emphasis on Developing a parkland acquisition policy.	High	
Big Idea	BI.9	Develop a 2025-2026 Economic Development Work Plan with the overarching goals of preserving the existing quality of life, strategically investing in Rolesville's future, and balancing the local economy.	High	

# New Businesses Opening in 2025

1. Publix
2. Verizon
3. Jersey Mike's
4. Five Guys
5. Great Clips
6. Scooters Coffee
7. Bites on Main
8. Prime IV
9. Essential Dermatology
10. Prime MD
11. Little Ceasar's Pizza
12. JMA Pediatrics (Jeffers, Mann & Artman)
13. Ataraxis Travel
14. Papa Johns
15. Three Little Birds
16. Upscale Nails
17. Woof Gang
18. Anytime Fitness
19. Little Ones Academy
20. Captain John's Seafood
21. Paws-Ability Dog Resort and Spa



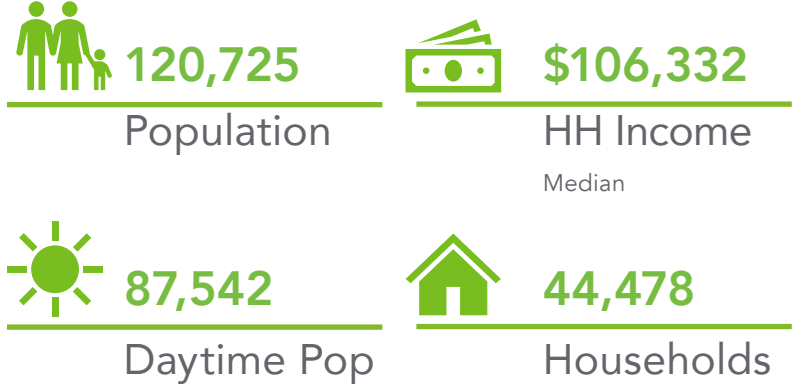


Town Contact Information

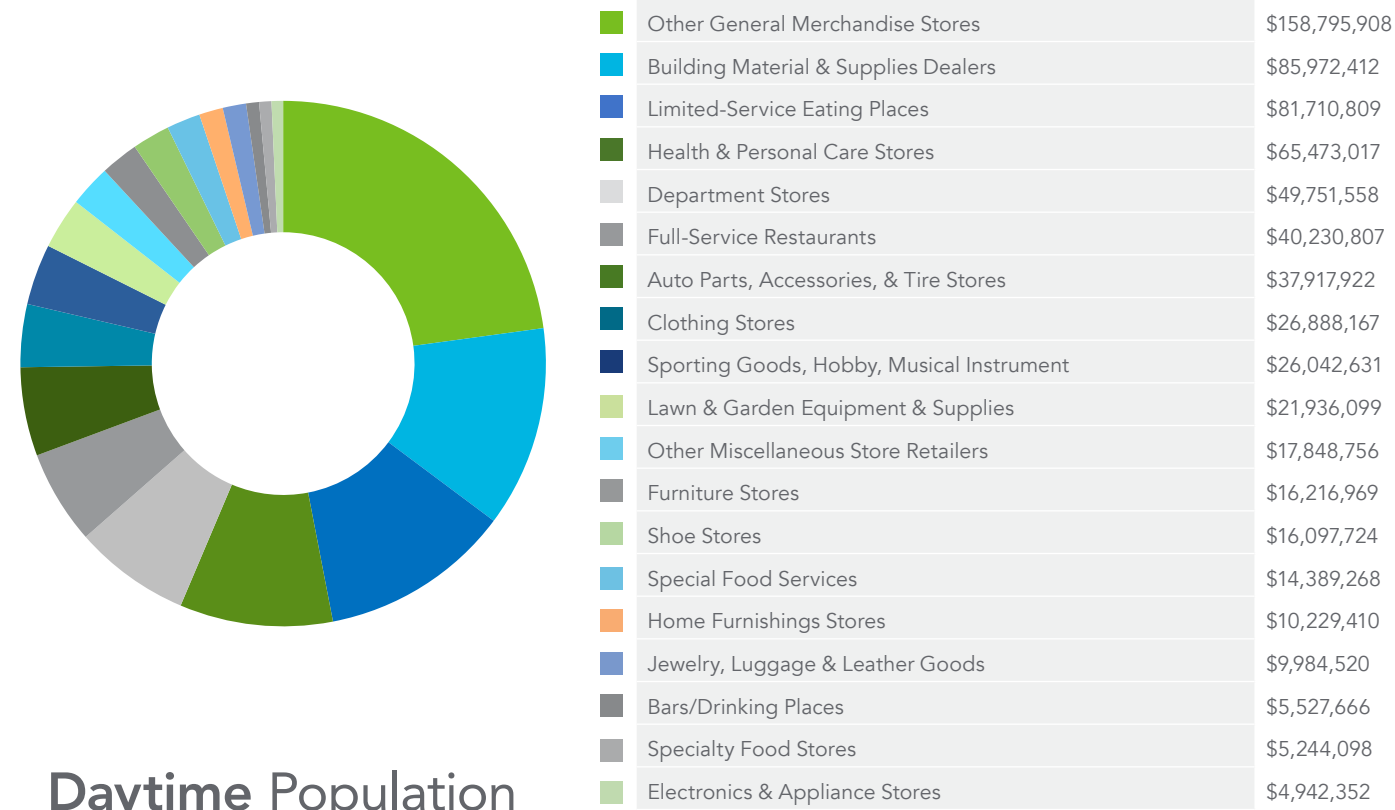


**Mical McFarland**  
Economic Development Director  
mmcfarland@rolesvillenc.gov  
502 Southtown Circle, P.O. Box 250  
Rolesville, NC 27571  
rolesvillenc.gov

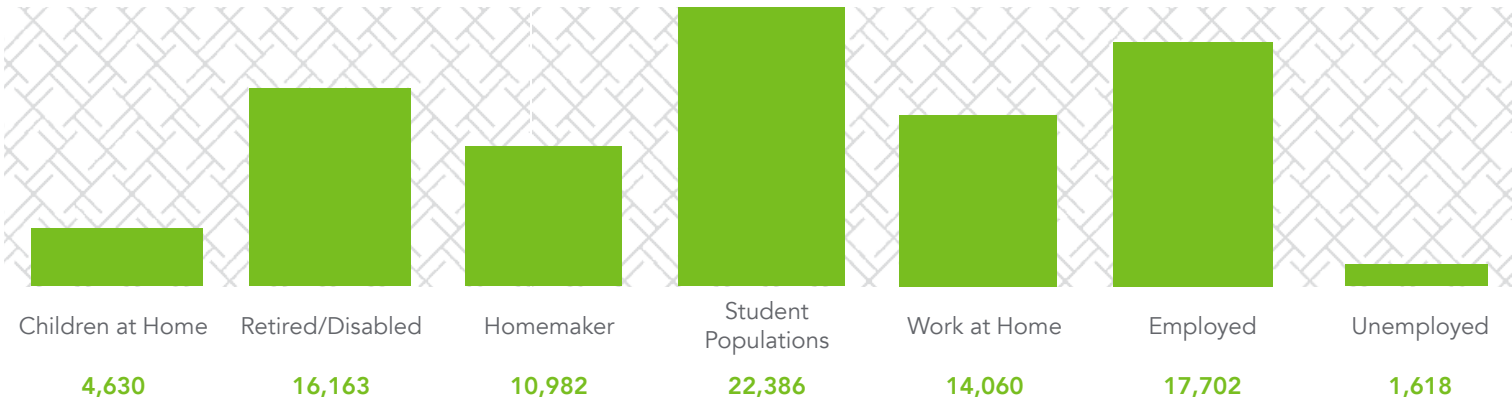
Custom Trade Area Demographics



GAP Analysis



Daytime Population



Peer Analysis

The Peer Analysis, developed by Retail Strategies and Tetrad, identifies retail areas with similar demographics and retail characteristics. It uses data from a 5 or 10 minute drive time from major comparable retail corridors across the country.

Matthews, NC	2315 Matthews Township Pkwy
Gastonia, NC	104 Hollifield St
Monroe, NC	2607 James Hamilton Rd
Mooresville, NC	621 N Main St
Holly Springs, NC	152 Grand Hill Place
Clayton, NC	11665 US Hwy 70 W
Willow Spring, NC	7094 Kennebec Rd
Fuquay Varina, NC	806 S Main St
Wilmington, NC	605 S Ridge Blvd
Garner, NC	10525 Cleveland Rd



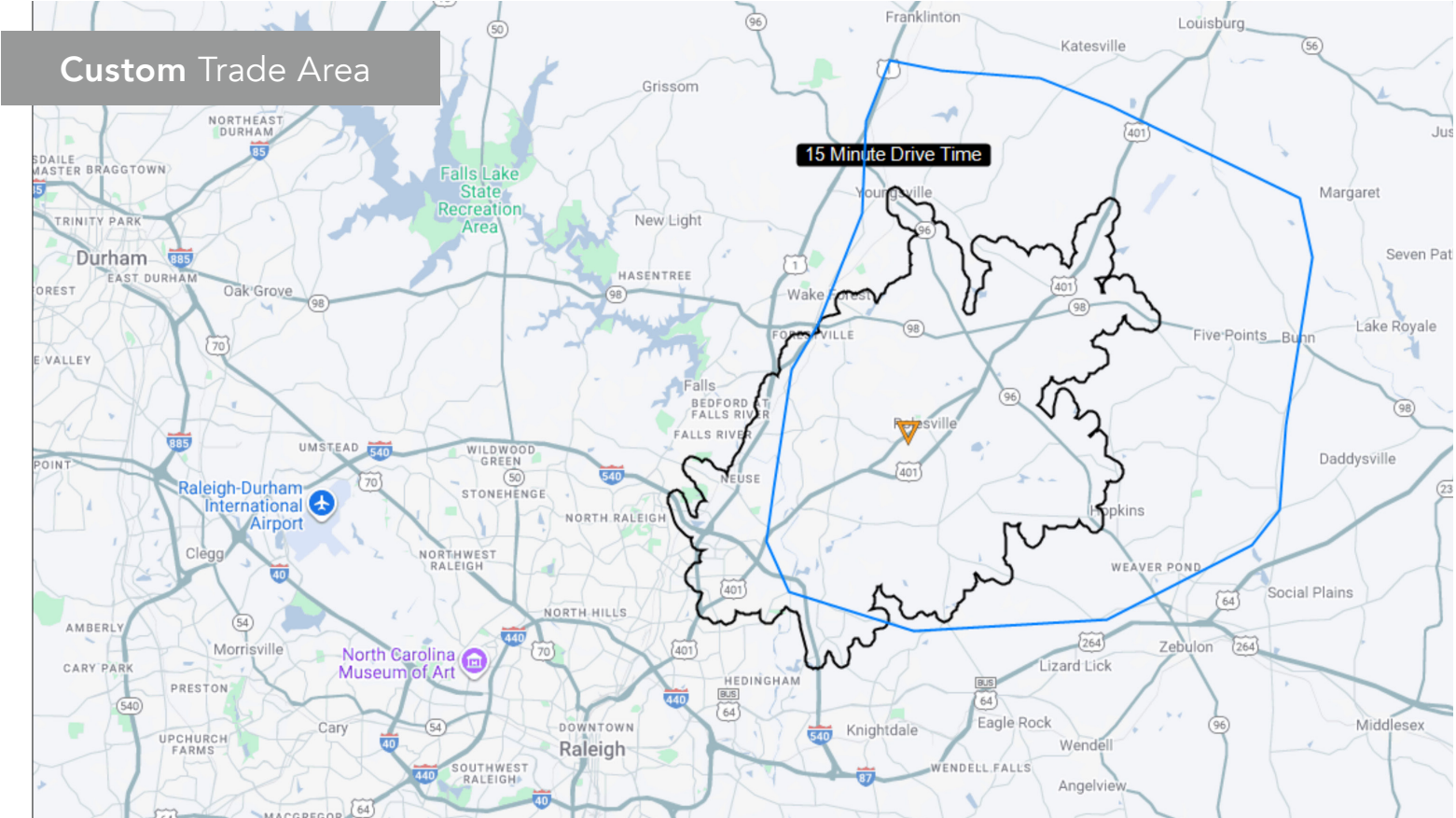
retail strategies // retail academy

Rolesville, North Carolina



Demographics

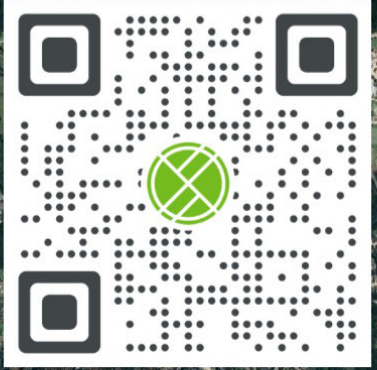
Distance	3 Miles	5 Miles	5 Minutes	10 Minutes	15 Minutes
2024 Est. Pop	31,842	88,120	10,017	47,971	132,702
Daytime Pop	24,511	68,525	9,405	35,315	105,163
Median HH Income	\$137,602	\$116,240	\$135,492	\$121,236	\$98,262
Households	10,458	31,267	3,285	16,270	48,028





Rolesville, North Carolina

For a list of available buildings and sites in Rolesville:



**Cobblestone Village - 118 Units**

ANYTIME FITNESS	ARTISAN BEER & CHEESE	THE BAKERY	Lime & Lemon INDIAN GRILL & BAR
Local Chops	MEZCALITO DRILL & TACOS BAR	PAPA JOHN'S	ESSENTIAL farm, alchemy
PIXELS BAR-BQ	prima cafe	UPSCALE DONUTS	WOLF GANG BAKERY & GROOMING

CVS pharmacy    AutoZone

Dominos    Pizza Hut    SONIC

DOLLAR GENERAL    FOOD LION    ACE

SUBWAY    Exxon    Hardee's

bp    McDonald's

Lowes    DOLLAR TREE    CVS pharmacy

petsense    Hwy55    planet fitness    TAKE 5

WINGSTOPS    Andy's Frozen Custard    SUBWAY

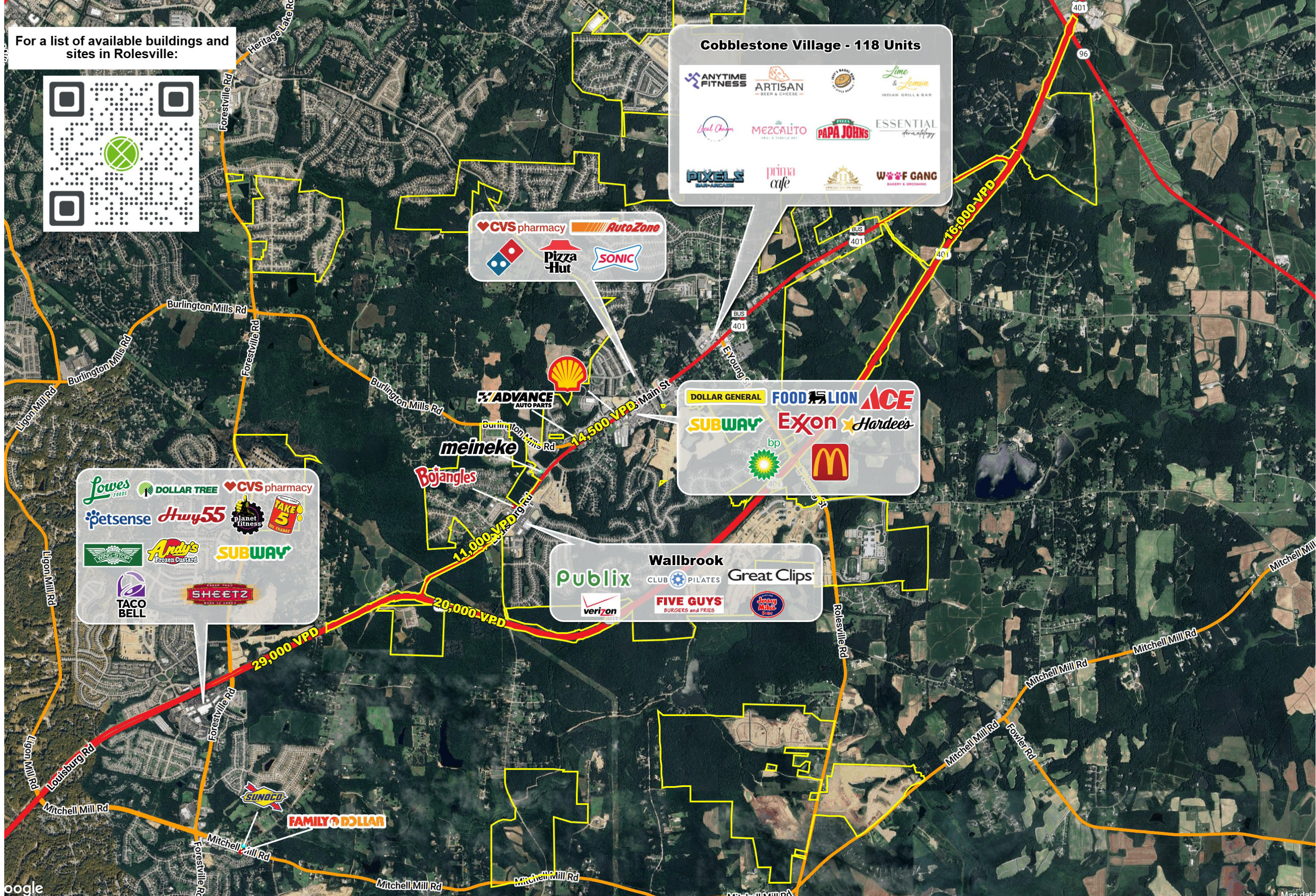
TACO BELL    SHEETZ

Publix    Wallbrook    Great Clips

verizon    CLUB PILATES    FIVE GUYS BURGERS and FRIES    Jersey Mike's

meineke    Bojangles

SUNOCO    FAMILY DOLLAR





# Wallbrook

## Grocery Anchored Retail Development in the Heart of Rolesville in Northeast Wake County

Positioned along South Main Street in the center of Rolesville, Wallbrook will be anchored by Publix with 29,618 SF of shop space in the initial phase of development. The 78-acre, mixed-use development will ultimately have ±265,000 SF of commercial space and 140 homes.

- + 2,775 SF remaining in Phase I and 18,899 SF available for lease in Phase II
- + 2.74-acre outparcel opportunity remaining in Phase I along with additional opportunities (pricing and availability noted on page 3)
- + Project includes ±23.4 acres of new single-family residential
- + Average household income of over \$149K within three miles
- + \$20M NCDOT project to widen, beautify, and add pedestrian/bike paths to Main Street currently under construction
- + In close proximity to Lennar’s Parker Ridge (310 planned homes), Toll Brothers’ Tom’s Creek (606 planned homes), and Ashton Wood’s The Point (951 planned homes) developments
- + Rolesville was the fastest growing town in the state of North Carolina between 2010-2020, increasing its population by 150%

2024 DEMOGRAPHICS	1 MILE	3 MILES	5 MILES
Population	3,843	38,515	104,798
Households	1,258	12,950	38,069
Average HH Income	\$134,072	\$149,894	\$139,229
Daytime Population	2,788	27,270	81,534

S Main Street & Jonesville Road  
Rolesville, North Carolina 27587

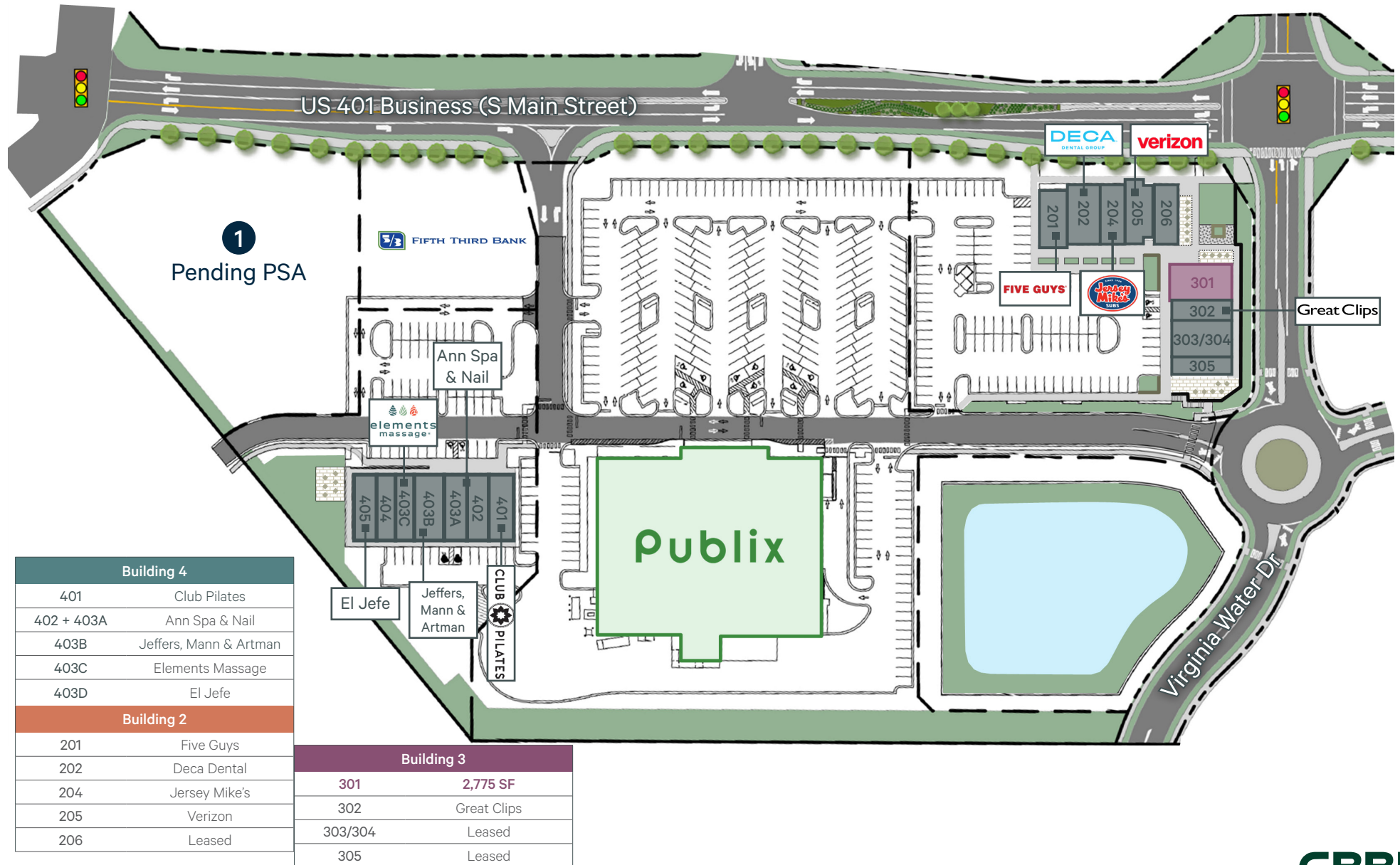


## Contact Us

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Executive Vice President  
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matt.larson@cbre.com

# Site Plan



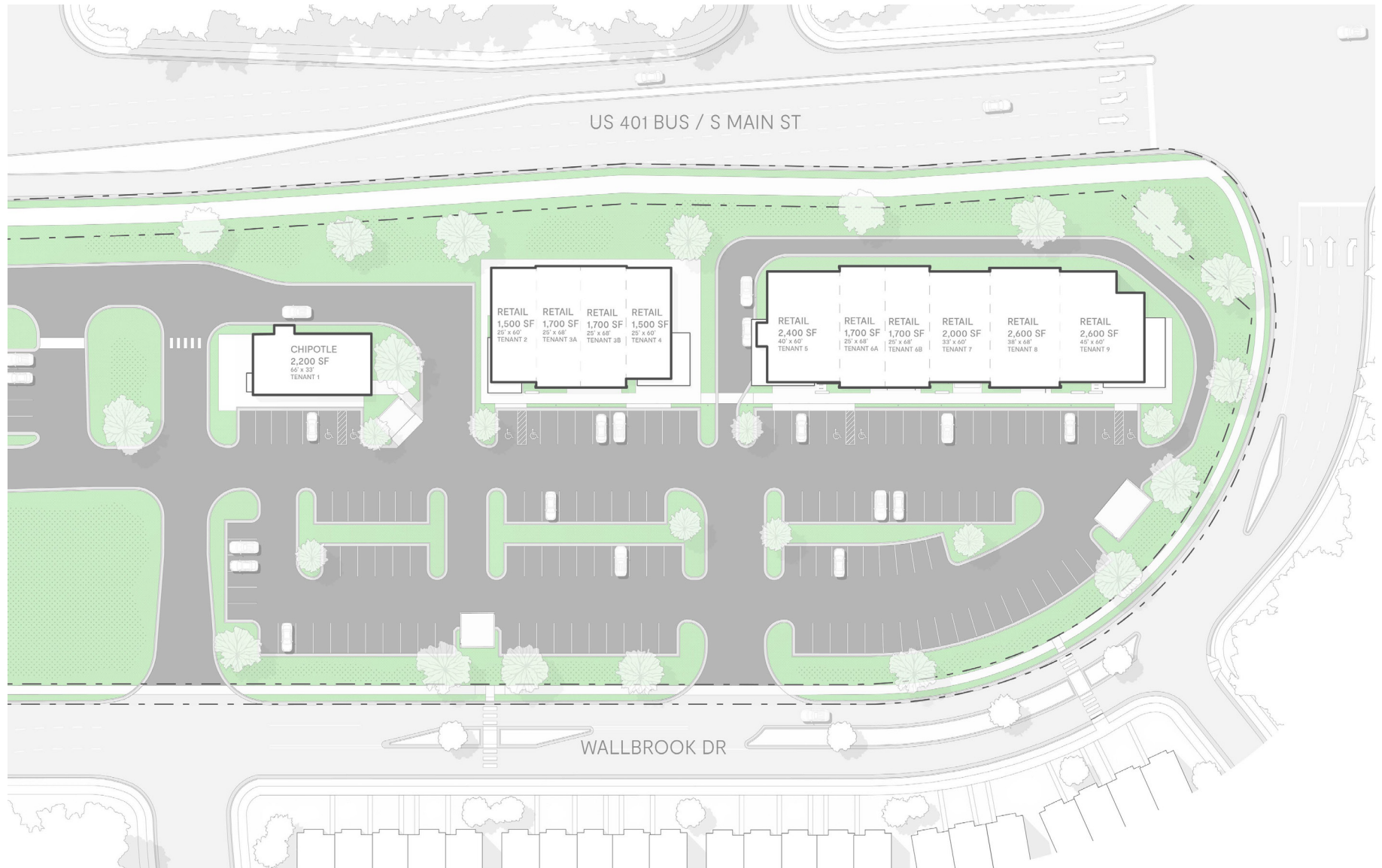


# Outparcel Opportunities





# Wallbrook Phase II





Wallbrook

S Main Street & Jonesville Road | Rolesville, NC 27587

For Lease or Sale

# Phase II - Renderings





Wallbrook

S Main Street & Jonesville Road | Rolesville, NC 27587

For Lease or Sale

# Site Aerial





## Wallbrook

S Main Street & Jonesville Road | Rolesville, NC 27587

# For Lease or Sale



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# The Point

## Anchor, Outparcel & Multi-tenant Retail and Medical Office Opportunities

E Young St & Quarry Rd  
Rolesville, NC 27571

- + Retail, Office, and Medical Office Space Options Available
- + Adjacent to Ashton Woods 800+ unit master planned residential development currently under construction
- + Average HHI over \$155,000 within a three mile radius
- + 4,200+ residential units approved or under construction in proximity

2024 DEMOGRAPHICS	3 MILES	5 MILES	10 MIN DRIVE
Population	14,421	66,264	56,108
Households	4,861	22,750	19,208
Average HH Income	\$156,299	\$152,270	\$142,493
Population Growth	2.52%	3.06%	2.34%

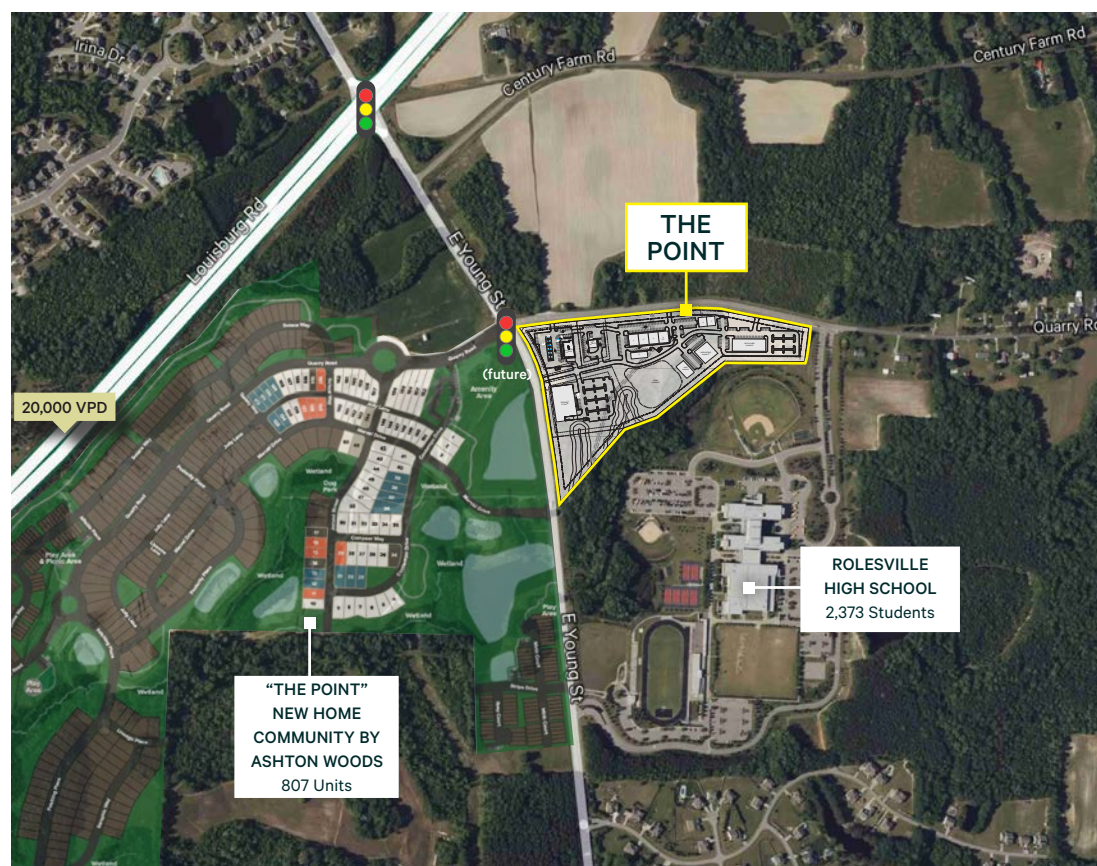
## Contact Us

### John Burleson

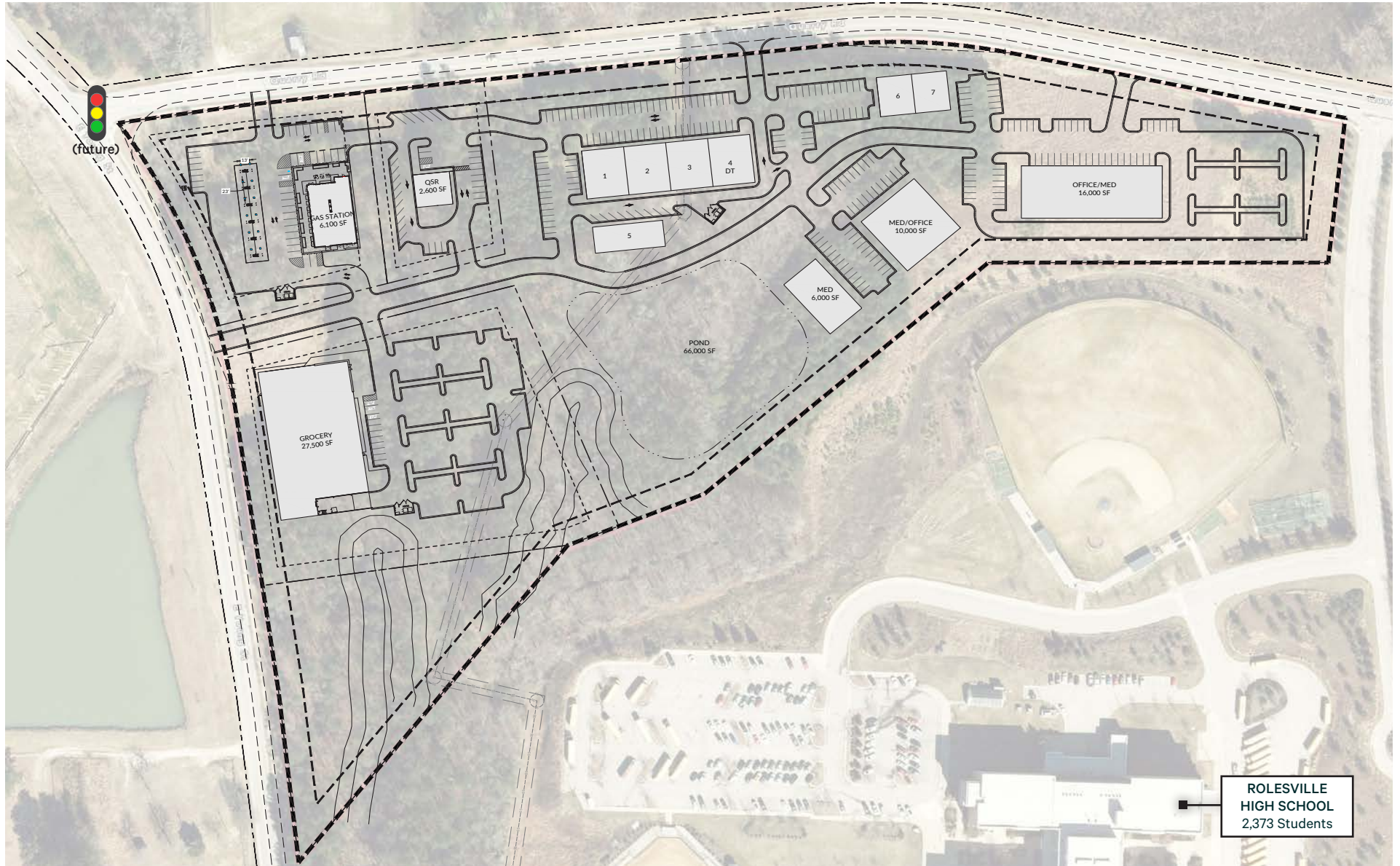
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charlie.coyne@cbre.com

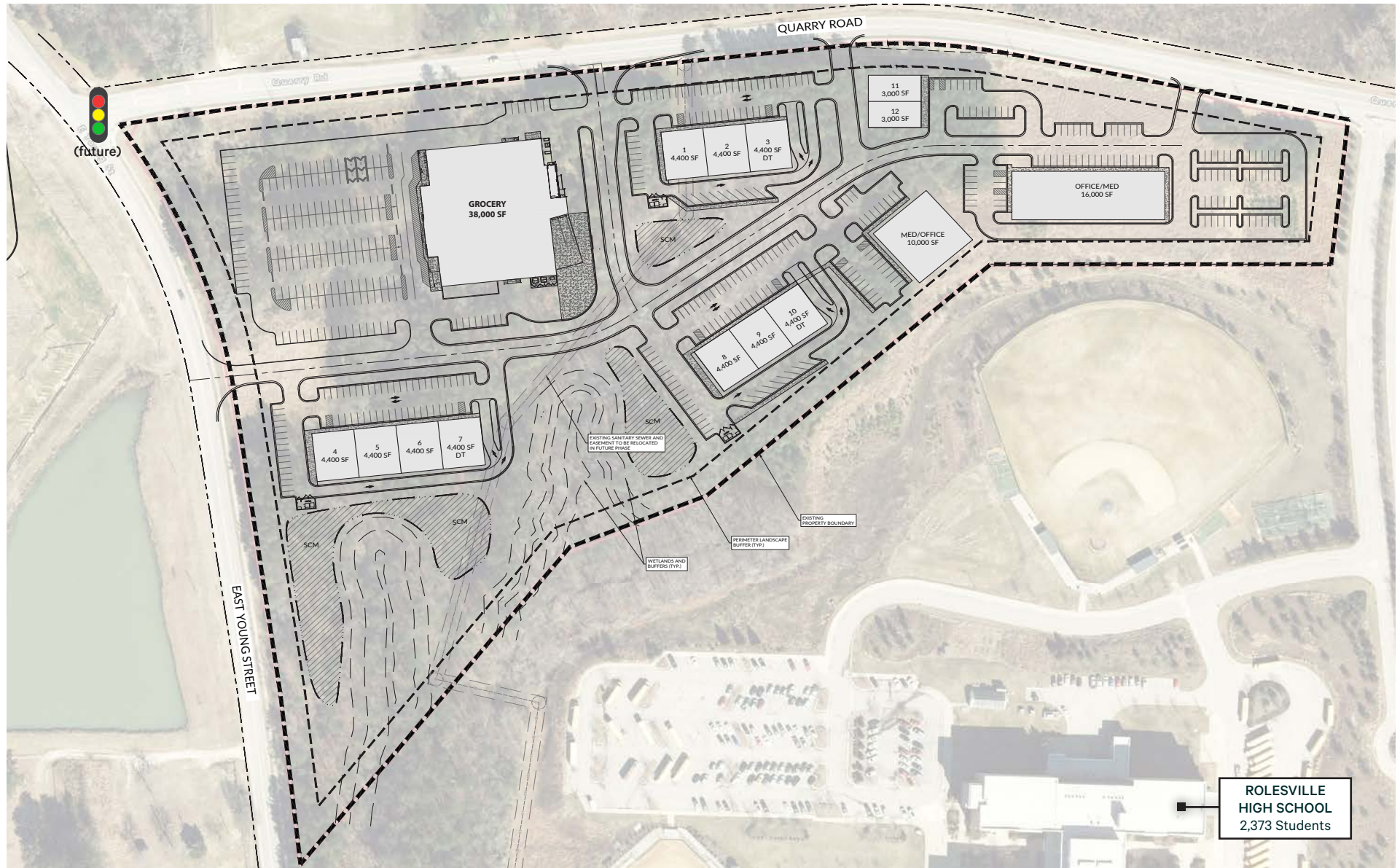


# Proposed Site Plan A





# Proposed Site Plan B





## The Point

E Young St & Quarry Rd | Rolesville, NC 27571

# For Sale or Lease



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December 2, 2025

To: Mayor Currin and Town Board of Commissioners  
 From: Planning Department Staff  
 RE: **Planning Department FYI**

### Comprehensive Plan and Affordable Housing Plan

Rolesville's 2050 Comprehensive Plan, as well as the Town's first Affordable Housing Plan, were approved on October 21, 2025. See the 6 Slides included with additional information.

### Site Construction Activity Updates

There are many projects actively under construction all across the Town, including:

Residential	Non-residential/Commercial:
<u>Kalas Falls</u> – Phase 1 is recorded and home building by DR Horton is underway	<u>302 S. Main St.</u> - The Learning Center, is in early stages of site work and preparation.
<u>Wallbrook Townhomes</u> – All lots have had Building Permit issued and construction is rapid.	<u>306 S. Main St.</u> - Scooters drive-thru coffee store, is- Work is almost complete, grand opening soon.
<u>Point South</u> – Several hundred lots are Recorded, home building is very active.	<u>414 S. Main St.</u> - Indoor recreation/entertainment complex – building structure/site work continues.
<u>Parker Ridge</u> – 4 of 5 Phases have been Recorded, and Phase 1 Townhome construction is active with several buildings being vertical.	<u>Wallbrook</u> – on-going land preparation the last few months to make way for future 7/Eleven and Hall of Fame car wash; Chase Bank and Chipotle should begin construction by January.

### Text Amendments in Review

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

**TA-25-07 Sign Ordinance Update** (LDO Section 6.1.) - Town-initiated

**TA-25-08 Hospital Use** - permit by-right as a condition of a conditional zoning district, not SUP.

- Applicant: Toby Coleman, Smith Anderson
- Tentatively scheduled for the January 2026 Board of Commissioners' meeting.

**TA-25-10 Townhome Building Separation** – 10' spacing for 2 or 3 Unit buildings.

- Applicant: Gabe Cunningham, Lock7 Development
- Scheduled for a Special Planning Board meeting on 12-15-2025, Town Board TBD.

**TA-25-11 Perimeter Buffers** - eliminate walls between zoning districts with single family attached and single family detached housing adjacent to each other



- Applicant: Gabe Cunningham, Lock7 Development
- Scheduled for a Special Planning Board meeting on 12-15-2025, Town Board TBD.

**TA-25-12 Town Center Zoning District, Use of Development Agreements** – revise like TA-25-06 Part B.

- Applicant: (Town-Initiated)
- Tentatively scheduled for the January 2026 Board of Commissioners’ meeting.

## Rezoning Applications in Review

There are five (5) Rezoning (REZ) applications currently in review.

**REZ-24-05 – Atticus Woods – Wait Avenue** - R&PUD / RL to Neighborhood Center Conditional (NC-CZ)

- Webpage: <https://www.rolesvillenc.gov/project/wait-avenue-2028-2200-2206-2216-2232>
- Applicant: Paul C. Schmidt, Ardent Building, LLC
- Proposed Uses: Single Family Attached and Detached Dwellings, Commercial Development
- Planning Board Meeting: October 27, 2025, Recommendation of Denial
- Planning Board Special meeting on December 15, 2025 to present Revisions.
- Board of Commissioners Legislative Hearing: TBD

**REZ-25-03 – 625 Averette Road** – R&PUD to Residential High Conditional (RH-CZ)

- Webpage: <https://www.rolesvillenc.gov/project/625-averette-road>
- Applicant: David Peoples, Azure Development LLC
- Proposed Uses: Single Family Attached and Detached Housing
- Planning Board Meeting: 10-27-2025, continued to Special meeting on 12-15-2025
- Board of Commissioners Legislative Hearing: TBD

**REZ-25-04 – Opal at Main (W. Young & N. Main)** – from RL to Residential High Conditional (RH-CZ)

- Webpage: <https://www.rolesvillenc.gov/project/opal-main>
- Applicant: Robert J. Hayes, Grand Communities, LLC
- Proposed Use: Approx. 70 Single Family Attached (+ 2 Detached) Dwellings
- Planning Board and Town Board Meetings: TBD

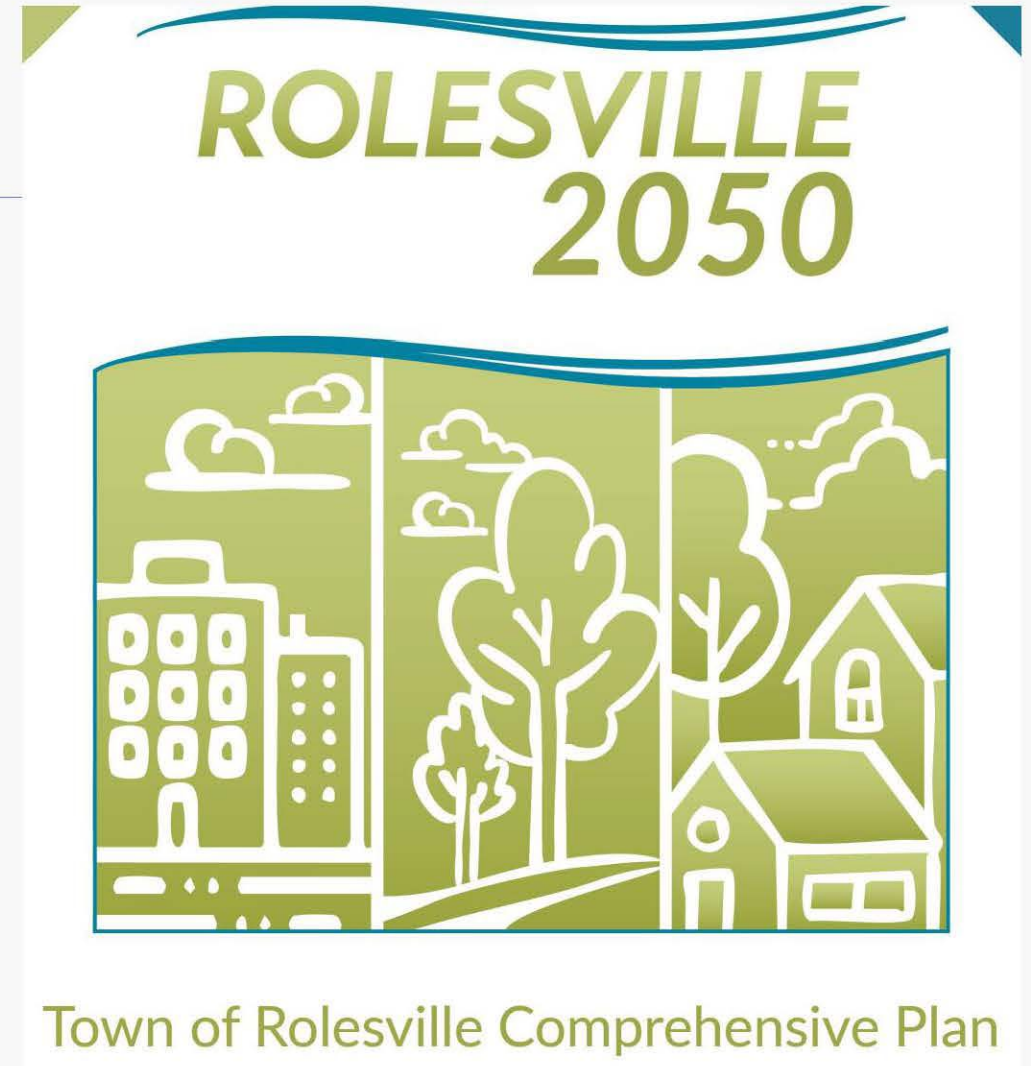
**REZ-25-05 – Scarboro Village (S Main/School Street)** – RL to Residential High & General Commercial Conditional (RH-CZ, GC-CZ)

- Webpage: <https://www.rolesvillenc.gov/project/scarboro-village-fka-apartments-201-s-main>
- Applicant: Matthew Shuey, Comm Dev LLC
- Proposed Uses: Single Family Attached Dwellings and Commercial Development
- Planning Board Meeting: September 22, 2025
- Board of Commissioners Legislative Hearing: November 6, 2025, continued to January 6, 2026.

**REZ-25-06 – WakeMed 5036 Walls Cove** - Hospital, RL to Commercial Highway Conditional (CH-CZ)

- Webpage: <https://www.rolesvillenc.gov/project/wakemed>
- Applicant: Thomas Cavender, WakeMed
- Planning Board Meeting: TBD
- Board of Commissioners Legislative Hearing: TBB

*The Town Board of  
Commissioners approved the  
Rolesville 2050  
Comprehensive Plan on  
October 21, 2025.*



# Rolesville 2050 Focus Areas

- Transportation

- » Challenges – Over-reliance on major corridors, automobile congestion, rising roadway demands.
- » Opportunities – Multi-modal expansion, greenway development, future funding and transit opportunities.



- Economic Development

- » Challenges – Growing residential tax base, growth constraints for nonresidential development.
- » Opportunities – Achieving a balanced tax base of residential/nonresidential land use, supporting local entrepreneurs, working with property owners to create mutually beneficial development opportunities.



- Land Use & Housing

- » Challenges – Limited commercial attractions, abundance of single-family subdivisions, geographic constraints of the Town.
- » Opportunities – Policy updates through Land Development Ordinance (LDO), enhancing the downtown experience, diversifying residential options while mitigating traffic impacts.



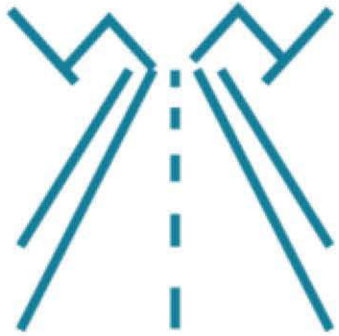
- Parks, Recreation, & Community Character

- » Challenges – Sidewalk and greenway interconnectivity, automobile traffic and community identity, ongoing growth and increasing recreation demand.
- » Opportunities – Promoting the parks and greenway identity of Rolesville, developing policies and plans that support continued park and greenway expansion, local and regional greenway connections.





# Rolesville 2050 Recommendations



Strategically update the Town's LDO to limit subdivision driveways onto Main Street.



Establish the 401 Gateway District via small area plans and incentives.



Prioritize context-sensitive infill Downtown (Main Street) to ensure land use and design compatibility.



Develop a Parkland Acquisition Policy to support the identification of prime park locations.

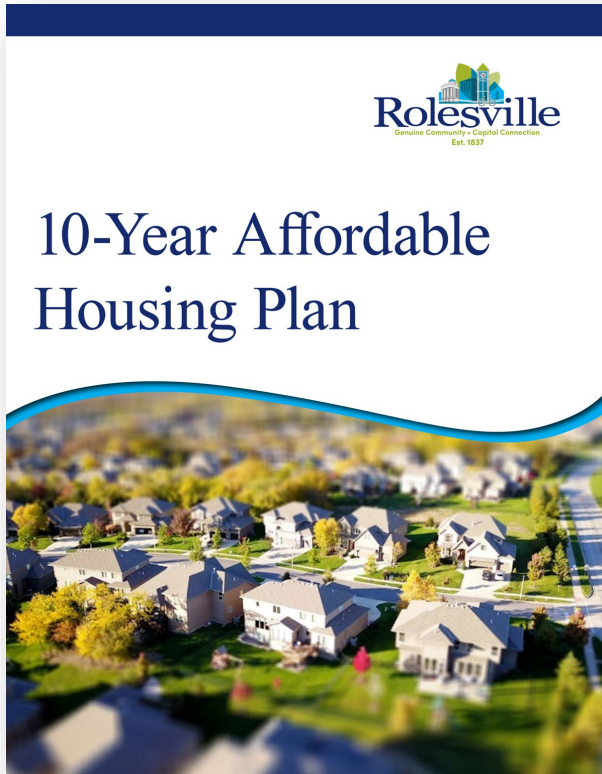


## 10-Year Affordable Housing Plan



The **Town of Rolesville** approved the **10-Year Affordable Housing Plan** on October 21, 2025.

**Rapid housing development** has created **rapid population growth** and with that, rising **housing costs**. The housing stock **lacks a mix of options**, being predominantly single-family detached, but there are a significant amount of single-family attached approved or under construction. Reasons for this current state include past legislative decisions, a limited and restrictive Land Development Ordinance, and a recent market for upper tier detached housing spurred by those decisions. **This Plan** will guide the Town in making **new decisions** to provide housing for **all those who wish to live in Rolesville**.



## Summary of Findings

- Between 2013 and 2023, both Wake County and Rolesville experienced rapid population growth
- Rolesville has an affluent population and is still experiencing affordability issues
- Housing mix is predominantly single family detached homes (90%); June 2024 median home sale price was \$639,500
- Housing diversity affects the ability to attract younger families, house senior residents, and service workforce
- Predominance of high-cost, single family homes could put the town at risk in the event of an economic downturn





# 10-Year Affordable Housing Plan

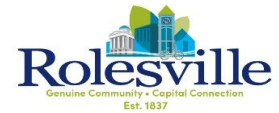


## Summary of Goals and Strategies

- **Goal 1: Plan for the Future of Housing**
- **Goal 2: Diversify the Housing Mix**
- **Goal 3: Focus Efforts on Developing a Housing Ecosystem**

# Financial Update

For month ending October 31, 2025

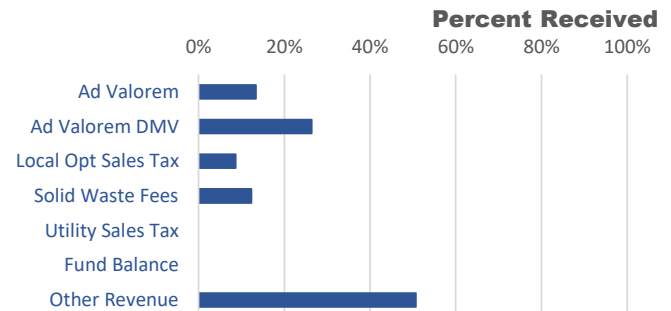


## General Fund

The General Fund budget is established by the annual budget ordinance. These appropriations expire on June 30 of each year.

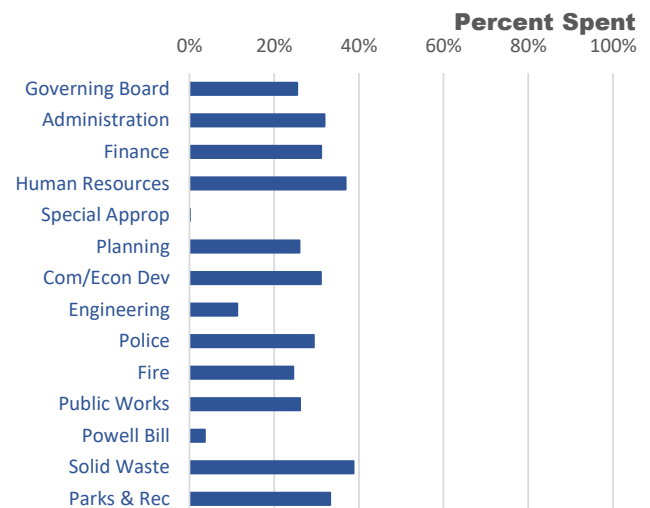
### Revenues

	FY24-25 Actual	FY25-26 Budget	FY25-26 YTD	YTD %
Ad Valorem	9,178,620	9,570,000	1,284,288	13%
Ad Valorem DMV	800,705	820,000	216,717	26%
Local Opt Sales Tax	3,624,139	3,615,000	313,353	9%
Solid Waste Fees	1,123,622	1,237,100	153,035	12%
Utility Sales Tax	702,465	670,000	-	0%
Fund Balance	-	1,608,435	-	0%
Other Revenue	2,947,633	5,264,240	2,668,297	51%
<b>Total</b>	<b>18,377,184</b>	<b>22,784,775</b>	<b>4,635,690</b>	<b>20%</b>



### Expenditures

	FY24-25 Actual	FY25-26 Budget	FY25-26 YTD	YTD %
Governing Board	179,372	236,330	60,119	25%
Administration	1,035,601	1,233,330	393,434	32%
Finance	758,107	844,640	262,942	31%
Human Resources	345,874	343,610	126,861	37%
Special Approp	2,006,966	5,884,190	8,917	0%
Planning	1,313,211	1,337,435	347,704	26%
Com/Econ Dev	199,205	271,770	84,443	31%
Engineering		485,800	54,853	11%
Police	4,291,721	4,524,950	1,330,765	29%
Fire	1,384,487	2,745,550	673,964	25%
Public Works	1,093,696	1,235,390	323,136	26%
Powell Bill	16,325	1,050,000	38,447	4%
Solid Waste	1,531,717	1,223,000	474,355	39%
Parks & Rec	1,270,943	1,368,780	455,258	33%
<b>Total</b>	<b>15,427,224</b>	<b>22,784,775</b>	<b>4,635,197</b>	<b>20%</b>
Fund Balance Change	2,949,960		492	



### GENERAL FUND NOTES

- Overall, the General Fund is performing as expected. Some revenues have up to a 3-month lag in receipt.
- Department expenditures are generally within expected levels.
- Solid Waste is higher than the benchmark due to acquisition of the new yard waste compactor truck early in the year.

## Administrative Budget Transfers

The governing board has authorized the Town Manager to approve transfers up to \$50,000. The transfers below occurred during this reporting period.

Date	FROM: Department / Line-Item	TO: Department / Line-Item	Amount	Explanation
10/23	Parks & Rec / Training & Travel	Parks & Rec / Football & Cheer	\$2,500	referee cost increase
10/31	Special Appropriations / Performance Pay	Various / Salaries	\$22,000	performance pay adjustment



# Financial Update

For month ending October 31, 2025



## Capital Funds

Capital budgets are typically established by a project ordinance, and the budget appropriation is valid for the life of the project.

### Capital Projects Fund (Current Fiscal Year)

	FY24-25 Actual	FY25-26 Budget	FY25-26 YTD	FY25-26 YTD %
<b>Revenues</b>				
Streets-related	1,348,595		629,439	
Parks-related	1,468,122		752,728	
Fund Balance Approp		2,657,400		0%
All Other Revenues	58,543	2,045,470	20,727	1%
Transfer In	1,285,000	1,028,000		0%
<b>Total</b>	<b>4,160,261</b>	<b>5,730,870</b>	<b>1,402,894</b>	<b>24%</b>

#### Expenditures

Streets & Sidewalks	293,188	598,177	286,002	48%
Parks & Greenways	1,491,434	2,012,790	234,541	12%
General	601,633	3,119,903	105,263	3%
Transfer Out	-			
<b>Total</b>	<b>2,386,255</b>	<b>5,730,870</b>	<b>625,806</b>	<b>11%</b>

Fund Balance Change 1,774,006 777,088

### LAPP Grants Fund (Current Fiscal Year)

	FY24-25 Actual	FY25-26 Budget	FY25-26 YTD	FY25-26 YTD %
<b>Revenues</b>				
All Other Revenues	227,189		73,130	
Grants - Federal	3,436,908	578,886	-	0%
Grants - State	117,263	1,080,000	-	0%
Grants - Local		652,718	-	0%
Reimbursements	423,312	363,641	-	0%
Transfer In	-	5,162,438	-	0%
<b>Total</b>	<b>4,204,672</b>	<b>7,837,683</b>	<b>73,130</b>	

#### Expenditures

LAPP Project	4,462,699	4,421,208	43,184	1%
Wallbrook	423,312	1,683,757	8,992	1%
ADA Curb Ramps	189,472	-	-	
Water/Sewer	67,281	1,732,719	-	0%
<b>Total</b>	<b>5,142,764</b>	<b>7,837,684</b>	<b>52,176</b>	

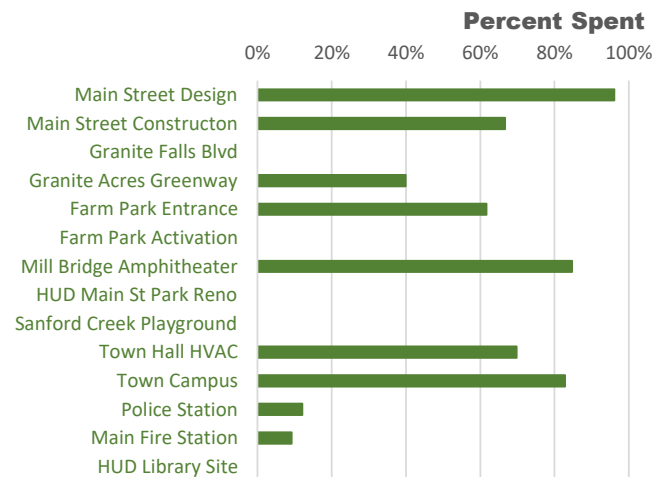
Fund Balance Change (938,092) 20,954

### Utility Projects Fund (Current Fiscal Year)

	FY24-25 Actual	FY25-26 Budget	FY25-26 YTD	FY25-26 YTD %
<b>Revenues</b>	<b>92,916</b>	<b>-</b>	<b>29,252</b>	
<b>Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	
Fund Balance Change	92,916	-	29,252	-

### Project Ordinances (Multiple Fiscal Years)

Project	Budget	Project to Date Actual	% Spent
Main Street Design	2,873,994	2,761,819	96%
Main Street Construction	23,403,339	15,617,832	67%
Granite Falls Blvd	200,000	-	0%
Granite Acres Greenway	323,500	129,070	40%
Farm Park Entrance	1,550,000	955,877	62%
Farm Park Activation	460,000	-	0%
Mill Bridge Amphitheater	470,000	398,421	85%
HUD Main St Park Reno	406,000	-	0%
Sanford Creek Playground	52,000	-	0%
Town Hall HVAC	80,000	55,825	70%
Town Campus	2,652,000	2,197,130	83%
Police Station	1,120,000	135,206	12%
Main Fire Station	1,350,000	124,200	9%
HUD Library Site	325,000	-	0%



## Cash & Investments

#### By Fund

General Fund	17,537,335
Capital Projects Fund	11,619,089
LAPP Grants Fund	5,526,559
Utility Projects Fund	2,121,716
<b>Total</b>	<b>36,804,698</b>

#### By Type

Checking	716,772
Investment	36,087,927
<b>Total</b>	<b>36,804,698</b>