Rolesville Genuine Community • Capital Connection Est. 1837

Town Board Meeting

June 3, 2025 – 6:30 PM 502 Southtown Circle, Rolesville, NC 27571

Agenda

- 1. Call to Order
- 2. Invocation led by Pastor
- 3. Pledge of Allegiance
- 4. Proclamations:
 - 4.a. Juneteenth
- 5. Consider Approval of the Agenda
- 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 prior to the start of the meeting.

- 7. Consider Approval of the Consent Agenda
 - 7.a. Minutes of April 15, 2025, and May 6, 2025
 - 7.b. Budget Ordinance Amendment FY24-25
 - 7.c. Resolution Accepting Community Trails Grant
 - 7.d. Resolution Accepting HUD Community Project Grant for Library Site Preparation
 - 7.e. Ordinance Capital Project for HUD Community Project Grants
 - 7.f. Resolution Amending Personnel Policy Technical Revision-Amy Stevens
 - 7.g. Resolution Accepting the Streets and Right of Ways
 - 7.h. Amendment to Enforcement Provisions of Town Code
- 8. Town Board Liaison Reports
- 9. Communication from Town Staff
 - 9.a. Police Department
- 10. Public Hearing10.a. FY25-26 Budget Public Hearing

11. Old Business -

- 11.a. Consideration of the Adoption Annual Budget FY25-26
 - Budget Ordinance FY25-26
 - Resolution Authorization of the Wake County Department of Revenue to Levy & Collect Property Taxes
 - Resolution Adopting the CIP
 - Capital Project Ordinance

12. New Business

12.a. None

13. Communications

13.a. Town Attorney

13.b. Town Manager

14. 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 prior to the meeting to make arrangements.



Memorandum

To: Mayor and Town Board

CC: Steven Pearson

From: June Greene

Date: May 13, 2025

Re: Juneteenth Proclamation

As part of our commitment to diversity and inclusion, the Town of Rolesville proudly recognizes Juneteenth, observed annually on June 19, as a day commemorating the end of slavery in the United States and the enduring pursuit of freedom and equality.

A Juneteenth Proclamation has been issued, formally acknowledging this historic day within our community. We encourage all residents to join us in celebrating the rich history, culture, and contributions of African Americans as we reflect on the progress we have made and the work that still lies ahead.

Thank you for your support in making Rolesville a welcoming and inclusive community.



Proclamation of the Town of Rolesville

Recognizing Juneteenth 2025

WHEREAS, Juneteenth, also known as Freedom Day, Jubilee Day, and Emancipation Day, is the oldest known celebration commemorating the ending of slavery in the United States; and

WHEREAS, on June 19, 1865, Union General Gordon Granger arrived in Galveston, Texas, to announce the enforcement of the Emancipation Proclamation, which had been signed by President Abraham Lincoln on January 1, 1863, declaring that all enslaved people in Confederate-held territory were to be set free; and

WHEREAS, this significant day marks the end of slavery in the United States and symbolizes freedom, resilience, and the ongoing pursuit of equality for all people; and

WHEREAS, Juneteenth is a time to honor the contributions of African Americans to the cultural, economic, and social fabric of our nation, while also recognizing the struggles they have faced in the journey toward true freedom and equality; and

WHEREAS, celebrating Juneteenth provides an opportunity for reflection, education, and unity as we honor the past and work together toward a more just and inclusive society; and

WHEREAS, the Town of Rolesville stands committed to promoting equality, diversity, and inclusion for all its residents, acknowledging the significant contributions of its African American community;

NOW, THEREFORE, I, Ronnie Currin, Mayor for the Town of Rolesville, do hereby proclaim June 19, 2025, as JUNETEENTH in the Town of Rolesville and encourage all residents to join in celebrating this important day, reflecting on the progress made and the work that still lies ahead in the pursuit of true freedom and equality.

IN WITNESS WHEREOF, I have hereunto set my hand this 3rd day of June, 2025.



Board of Commissioners Regular Meeting

April 15, 2025 – 6:30 PM 502 Southtown Circle, Rolesville, NC 27571

Meeting Minutes

Present: Mayor Ronnie Currin Commissioner Dan Alston Commissioner Michael Paul Town Manager Eric Marsh Town Attorney Dave Neill Police Chief David Simmons Mayor Pro Tem April Sneed Commissioner Lenwood Long (remote) Commissioner Paul Vilga Town Clerk Christina Ynclan Planning Director Meredith Gruber

1. Call to Order

Mayor Ronnie Currin called the Rolesville Board of Commissioners work session to order at 6:30 p.m.

2. Review of the agenda by the Board and addition/changes of an item concerning Perry Street to the agenda for discussion

Commissioner Paul made a motion to add the Perry Street Update discussion to the agenda. Commissioner Vilga seconded the motion. The motion passed unanimously in a roll call vote 5-0.

3. Rolesville Reimagined Comprehensive Plan & Housing Plan Update – Meredith Gruber, Planning Director

Planning Director Meredith Gruber provided an update on the comprehensive plan and housing plan. She presented a schedule for the project, which now extends through December 2025. Gruber apologized for the lapse in progress due to staff capacity issues and a staff member leaving.

Key points discussed:

- Focus groups were being conducted, with two completed last week and three scheduled for the current week.
- A community engagement event was planned for June, potentially at the Juneteenth event on June 21st.
- The steering committee was reviewing various chapters of the plan.
- An update to the future land use map was forthcoming, with potential reorganization of land use categories.
- Another community engagement event was planned for the fall.

- The goal was to bring the plan to the planning board for recommendation and then to the town board for adoption in December.
- Planning Director Gruber shared the presentation used during focus groups, which
 included questions about what makes Rolesville unique, challenges faced, and how the
 plan could benefit the community.
- Mayor Currin expressed concern about a potential House bill that might affect
- the implementation of the plan. Town Attorney Dave Neill acknowledged that
- several pending bills could impact planning across the state.
- Planning Director Gruber informed the board that a draft webpage for the
 10-year Affordable Housing Plan was ready to go live. The plan would be available for
- public comment in approximately four weeks, from around April 19th to May 21st, 2025.

4. Text Amendment Schedule - Meredith Gruber, Planning Director

Planning Director Gruber presented an idea to review the Land Development Ordinance (LDO) chapter by chapter for cleanup and improvement. She mentioned specific areas for potential updates, such as landscape buffers and downtown buffer requirements. The board discussed the process of updating the LDO and the zoning map. Town Manager Eric Marsh confirmed that consultants were currently working on updating the zoning map.

5. Perry Street Update Discussion

Mayor Currin raised concerns about large trucks using Perry Street, noting safety issues for the residential area. The board and staff discussed various options to address the problem:

- Enforcement: Police Chief David Simmons had spoken with the contracting company responsible for some of the traffic, advising them not to use Perry Street.
- Signage: The town was updating signage to clearly indicate restrictions on both ends of Perry Street.
- Physical barriers: The possibility of adding physical barriers or bollards to restrict large vehicle access was discussed.
- Camera enforcement: Mayor Pro Tem Sneed suggested installing cameras for enforcement, though Town Attorney Neill noted that photographic enforcement fines were limited to \$50 by state statute.

After discussion, the Board decided to take immediate action:

Commissioner Vilga made a motion to temporarily close Perry Street to through traffic and limit it to 2 axles for 120 days, effective April 15, 2025. Commissioner Alston seconded the motion. The motion passed unanimously in a roll call vote 5-0.

Mayor Currin emphasized the gravity of the safety issue and mentioned the possibility of declaring a state of emergency if the situation does not improve in the coming weeks.

6. Communications from Town Manger – Eric Marsh

- We are progressing through budget season and had a successful meeting with Commissioners Vilga and Long. The budget remains on track as we continue gathering data from staff, regional managers, and national sources to inform us of our planning.
- Economic indicators point to a soft recession, with slowing growth, reduced sales tax revenue, and lower property tax collection. Many nearby municipalities are enacting hiring freezes and staffing reductions. While joint positions are being impacted in some areas, we are not currently affected by any with Wake County.
- Our focus is on careful planning to avoid abrupt changes later. I will continue to prioritize
 affordable housing and civic engagement. I'm also looking forward to the Town of Knightdale's
 presentation on community engagement, especially as public discourse becomes more
 challenging. During my brief time away, I will work with Steven to ensure continuity and will
 remain available if needed.

7. Closed Session Pursuant to N.C.G.S. 143-318.11 (a) (6) Personnel

Commissioner Alston moved into closed session pursuant to North Carolina General Statute 143-318.11 (a) (6) due to personnel. Commissioner Vilga seconded the motion. The motion passed unanimously in a roll call vote 4-0.

Commissioner Long would not be able to participate in the closed session due to attending the meeting remotely and in keeping with the town's remote participation ordinance.

Commissioner Paul recused himself from the closed session based on a legal conflict of

The Board entered the closed session.

Upon returning to the open session, Mayor Currin announced that all business for the work session had been concluded.

8. Adjourn

interest.

With no objections, Mayor Currin adjourned the meeting at 9:48 p.m.

ATTEST:	Ronnie I. Currin, Mayor
Chistina Ynclan, Town Clerk	

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

Rolesville Genuine Community • Capital Connection Est. 1837

Town Board Meeting

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

Meeting Minutes

Present: Mayor Ronnie Currin

Commissioner Dan Alston Commissioner Michael Paul Town Manager Eric Marsh Town Attorney Dave Neill

Parks & Recreation Director June Green

Mayor Pro Tem April Sneed Commissioner Lenwood Long Commissioner Paul Vilga Town Clerk Christina Ynclan

Public Works Director Isaac Poelman

1. Call to Order

Mayor Ronnie Currin called the Board of Commissioners' Regular Board Meeting to order on May 6, 2025, at 6:25 p.m. He thanked everyone in attendance, especially acknowledging the Rolesville High School football team for their presence.

2. Pledge of Allegiance

Mayor Currin asked everyone to rise for the Pledge of Allegiance.

3. Invocation

Pastor Josh Stewart of Neuse Baptist Church led the invocation, thanking God for the day and asking for wisdom for the town staff and commissioners in their decision-making.

4. Proclamations

Recognition of Rams Football Coach & Players

Mayor Currin read a proclamation celebrating the 2024 Rolesville Rams football season of excellence and determination. He highlighted their 14-2 record, first place finish in the NAC 6 conference, and state championship appearance. The proclamation recognized individual player achievements and team statistics. Mayor Currin invited the coach and team to come up for a picture with the proclamation.

Recognition of Police Week

Mayor Currin summarized a proclamation recognizing May 11-17, 2025, as Police Week in Rolesville. The proclamation honored the dedication and sacrifice of the Rolesville Police Department and commemorated Peace Officers Memorial Day on May 15.

Recognition of Public Works Week

Mayor Currin summarized a proclamation recognizing May 18-24, 2025, National Public Works Week in Rolesville. The proclamation honored the contributions of public works professionals to infrastructure, public health, and community well-being. Mayor Currin specifically acknowledged Public Works Director Isaac Poelman for his dedicated leadership.

Recognition of Clerk Week

Mayor Currin summarized a proclamation recognizing May 4-10, 2025, as Professional Municipal Clerk Week in Rolesville. The proclamation acknowledged the central role of municipal clerks and specifically recognized Christina Ynclan, the town clerk, for her vital work.

Recognition of Small Businesses

Commissioner Michael Paul read a proclamation recognizing National Small Business Week from May 4-10, 2025. The proclamation highlighted the importance of small businesses to the local economy and culture.

Mayor Currin added that 10 businesses on Young and Main Street were hosting an "Explore Main plus Young Passport" event from May 1-10. He encouraged residents to participate and support local businesses, acknowledging the challenges they've faced during the Main Street construction project.

5. Consider Approval of the Agenda

Mayor Currin asked for any discussion on the agenda. Hearing none, he entertained a motion to approve.

Commissioner Vilga moved to approve the agenda. Mayor Pro Tem Sneed seconded the motion. The motion passed unanimously.

6. Consider Approval of the Consent Agenda

Mayor Currin reviewed the items on the consent agenda, which included approval of meeting minutes, a fire services agreement with Wake County, a voluntary annexation petition, a right-of-way encroachment agreement, a resolution for temporary road closure, a resolution for health insurance participation, a resolution for a service weapon, and a budget ordinance amendment.

Commissioner Alston moved to approve the consent agenda. Commissioner Vilga seconded the motion. The motion passed unanimously.

7. 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 prior to the start of the meeting

• Jenny Sellars, 4725 Lonnie Dr.

Jenny Sellers, owner of Susanna's Antiques, expressed frustration with the ongoing Main Street construction project. She requested an update on the project's status and timeline, emphasizing the negative impact on small businesses.

Megan Callendar, 101 E. Young St.

Megan Callendar, co-owner of NC Movement gym, spoke about the impact of the intersection project on their business. She requested more progress, action, and communication from the town. Callendar also suggested increasing the budget for events in Rolesville to encourage people to visit the town.

Taylor Ivey, 101 E. Young St.

Taylor Ivy, owner of Creative Exchange, expressed disappointment with the construction project's impact on her business. She highlighted the loss of parking, the project's duration beyond initial estimates, and the financial strain on small businesses. Ivy called for more accountability and compensation for the affected businesses.

• Rick Eddins, 6105 Hope Farm Ln.

Rick Eddins, a local business owner, expressed frustration with the prolonged construction timeline and its impact on businesses. He questioned the lack of visible work being done and called for more accountability from the contractor and the town. Eddins suggested exploring legal options and holding a work session with project managers.

Denise Alexander, 100 N. Main St.

Denise Alexander, co-owner of Main Street Collective, spoke about the challenges faced by their business due to the construction project. She emphasized the need for clarity, accountability, and real support from the town for affected businesses.

• Kyle Sellars, 4725 Lonnie Dr.

Kyle Sellers, an electrician and son of Jenny Sellers, suggested that any fines or penalties paid by the construction company for delays should be directed to support the affected small businesses. He called for clearer information and support from the town.

• Pam Eagles, 211 Basalt Pl.

Pam Eagles read a statement on behalf of Jennifer Barnet, owner of Local Charm. The statement expressed frustration with the project delays, lack of clear communication, and the negative impact on their business. It called for more town involvement and accountability in the project.

Jacob Gross, 1099 E. Young St.

Jacob Gross, athletic director at Rolesville High School, offered support from the school to help promote local businesses affected by the construction. He mentioned upcoming events where businesses could participate and promote themselves to the school community.

8. Town Board Liaison Reports

- Commissioner Dan Alston provided an update on Veterans' Affairs, highlighting upcoming events for Military Appreciation Month including a luncheon, Memorial Day observances, and veterans' benefits outreach. He also noted ongoing mental health support efforts for veterans.
- Commissioner Michael Paul reported on senior citizens' issues, mentioning an upcoming charity golf tournament to support the senior network's bus program. He highlighted concerns about affordable senior housing in Rolesville and expressed hope for selecting a developer to address this need on land behind town hall.

9. Communication from Town Staff

• Public Works - Isaac Poelman, Public Works Director

Isaac Poelman, Public Works Director, provided an update on department activities. He reported on field preparations for sports programs, landscaping work throughout town, employee training, discussions about Granite Falls Boulevard improvements, installation of "no heavy truck" signs, and ongoing recruitment efforts for open positions.

Parks & Recreation – June Green, Parks and Recreation Director

June Green, Parks & Recreation Director, provided an update on department activities. He reported on the hiring of a new athletic coordinator, recent Parks and Recreation Advisory Board meeting, ongoing sports programs, upcoming events such as the Memorial Mile and Freedom in the Park, and progress on park development projects. Green also mentioned a joint initiative with the police department for Autism Awareness Month.

Pay Study – AutoSolve – Jeff Turner, Presenter

Jeff Turner and Alex Turner from AutoSolve presented the findings of a comprehensive classification and compensation study for the Town of Rolesville. They outlined the study methodology, market comparisons, and proposed recommendations. Key points included:

- The study focused on 71 employees across 47 classifications.
- Rolesville's current pay plan was found to be about 11% below the average of the competitive market.
- Recommendations included moving to two pay plans (general and public safety), increasing pay grades, and implementing a minimum 4.3% salary increase or bringing employees to the new pay grade minimum.
- The total recommended implementation cost was estimated at \$348,000.

Eric Marsh, Town Manager, discussed how the study findings would be incorporated into the upcoming budget and organizational strategy. He mentioned plans to fully fund the recommended increases and address compression issues in certain positions.

Lisa Alston, Human Resources Director, added that the town's benefits package was found to be competitive with peer organizations.

10. Old Business

None

Mayor Currin requested a recess at 9:05 p.m. and returned to the open session at 9:15 p.m.

11. New Business

Consideration of Town Code Amendments: Code Enforcement & Penalties – Dave Neill, Town Attorney

Dave Neill, Town Attorney, presented proposed amendments to the town code regarding code enforcement and penalties. Key points included:

- The amendments would replace the existing general penalty provision with more specific civil and criminal penalties.
- Civil penalties would include fines of \$250 for first offenses and \$500 for subsequent offenses within a 12-month period.
- The amendments would authorize the town attorney to collect fines as debts and clarify enforcement responsibilities.
- Vehicle-based ordinance violations would be capped at \$50 per state law.
- The amendments would explicitly allow the town to seek court orders to restrain violations.

The board expressed general approval of the proposed amendments. Mayor Currin indicated that the item would be placed on the consent agenda for formal approval at the next meeting.

Consideration of Resolution on Opposing Legislative Preemptive of Local Government Planning and Zoning – Ronnie Currin, Mayor

Mayor Currin presented a resolution opposing several state bills (SB 495, SB 497, SB 499, SB 688, and HB 765) that would limit local government authority in planning and zoning decisions. The board discussed the potential impacts of these bills and the importance of maintaining local control.

Commissioner Paul moved to adopt the resolution with a change to correct "Rolesville Board of Council" to "Rolesville Board of Commissioners." Commissioner Alston seconded the motion. The motion passed unanimously.

12. Communications

Town Attorney

Dave Neill reported that the Rolesville v. Wood case had concluded with a consent judgment. The town paid \$135,000 in eminent domain action, as previously approved by the Board.

Town Manager

Eric Marsh provided several updates:

- He attended the City Vision conference and found it valuable for addressing specific issues facing North Carolina communities.
- He recognized town staff during Public Service Recognition Week.
- He discussed ongoing efforts to address the Main Street project concerns raised by business owners.
- He reported on the selection of a new insurance pool for employee benefits following the dissolution of the North Carolina League of Municipalities pool.
- He provided an update on the upcoming budget presentation, indicating it would focus on personnel and maintaining competitive compensation.

Closed Session Pursuant to N.C.G.S. 143-318.11 (a)(6) Personnel

Commissioner Vilga moved that the board go into closed session to discuss a confidential personnel matter and consult with the town attorney to preserve attorney-client privilege pursuant to Chapter 143, sections 318.11(a)(3) and (6) of the North Carolina General Statutes. Commissioner Paul seconded the motion. The motion passed unanimously.

- The Board entered the closed session. Commissioner Paul recused himself from the closed session based on a legal conflict of interest.
- Upon returning to the open session, Mayor Currin announced that all business for the work session had been concluded.

13. Adjourn

Upon returning from a closed session at 10:53 p.m., Mayor Currin reminded everyone of the upcoming Thorne To Rose 5K event held on Saturday, May 10, 2025. With no objections, the meeting was adjourned at 10:54 p.m.

The Town of Rolesville will make reasonable special communication arrangements for per		71 0 7
	Attest:	Ronnie I Currin, Mayor
Christina Ynclan. Town Clerk		

Rolesville Genuine Community • Capital Connection Est. 1837

Memorandum

To: Mayor and Town Board

Date: May 28, 2025

Re: FY24-25 Budget Ordinance Amendment, Agenda Item #7.b.

Town staff have submitted several requests for FY24-25 budget amendments for Town Board consideration.

1. **NCLM Wellness Grant** (from Human Resources)

The Town received a \$1,975 grant from NCLM for the employee wellness program. This amendment will recognize the revenue from the grant and supplement the Departmental Supplies expenditure in Human Resources. This amendment will allow staff to utilize the funds according to grant specifications.

2. **E Young Street Sidewalk #2** (from Finance)

The E Young Street sidewalk capital project closed out 1 year ago. Recently, the contracted engineer became aware of an unpaid invoice of \$18,256 for one of their subcontractors. Since the project closed out with over \$56,000 of unspent budget, if the project budget had not been closed sufficient funds would have remained. The original project was funded with street fees so an appropriation of street fee fund balance is requested to pay the invoice.

3. Public Works Equipment Shelter (from Public Works)

In order to protect the Town's investment in heavy equipment, staff are requesting appropriation to construct an equipment shelter on the gravel lot at their facility on E Young Street. This shelter is expected to help extend the life of the equipment and save money in repairs and replacements. The total cost of the project is \$22,000. A little more than half of the project will be funded by underspent budget within the current budget; \$10,150 is requested from Contingency.

4. Recruitment (from Administration)

An appropriation of \$85,000 from the remaining balance in Contingency is requested to contract for the recruitment of key positions in staff leadership.

Recommended Action

Make a motion to approve the Ordinance to Amend the 2024-2025 Fiscal Year Budget Ordinance dated June 3, 2025

AN ORDINANCE TO AMEND THE 2024-2025 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, 2025:

1.	To appropriate funds ass	ociated with receipt of	an NCLM wellness gro	ant. <u>Amount</u>
	Revenue 100-000-4330-0000 Expenditure	Grants – Local & Othe	er	\$1,975
	100-140-5244-0000	Departmental Supplie	es	\$1,975
2.	To appropriate funds ass	ociated with the E You	ng Street sidewalk pro	ject. <u>Amount</u>
	<u>Revenue</u> 400-000-6900-7200 <u>Expenditure</u>	Fund Balance.Streets		\$18,300
	400-723-5410-7200	E Young Sidewalk #2.I	nfrastructure	\$18,300
3.	To appropriate funds ass	ociated with a Public V	Vorks equipment shelt	er. <u>Amount</u>
	Expenditure 100-190-5399-0000 100-410-5425-0000	Contingency Other Improvements		(\$10,150) \$10,150
4.	To appropriate funds ass	ociated with recruitme	nt services.	
	<u>Expenditure</u>			<u>Amount</u>
	100-190-5399-0000 100-120-5262-0000	Contingency Contracted Services		(\$85,000) \$85,000
Thi	s will result in a net increa	ase of \$20,275 in both	revenues and expend	itures of the General Fund.
Ad	opted this 3 rd day of June	2025		
			Ronnie I. Currin Town of Rolesville M	ayor
		Δ++Δς+.		
		Allest.	Christina Ynclan	
			Town Clerk	

A Resolution to Accept the North Carolina Recreational Trails Program Grant for the Granite Acres to Granite Falls Boulevard Greenway Project

WHEREAS, the Town of Rolesville is committed to enhancing outdoor recreational opportunities and improving pedestrian connectivity for its residents and visitors; and

WHEREAS, the Town of Rolesville applied for funding through the North Carolina Recreational Trails Program (RTP) to support the development of a new greenway segment connecting Granite Acres to Granite Falls Boulevard; and

WHEREAS, the Town has been officially awarded the Recreational Trails Program grant to construct this greenway path, which will promote safe, accessible, and environmentally sustainable transportation and recreation options; and

WHEREAS, this project supports the Town's long-term goals of expanding its greenway network, improving connectivity between neighborhoods, and providing residents with high-quality outdoor amenities.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of Commissioners of the Town of Rolesville, North Carolina, that:

Section 1. The Town hereby accepts North Carolina Recreational Trails Program Grant funds and authorizes the Town Manager to execute all necessary contracts or agreements for this purpose.

Approved this 3rd day of June 2025

Ronnie I.	Curri	n	
Mayor			

1.



Memorandum

To: Mayor & Town Board

From: June Greene, Parks & Recreation Director

Date: June 3, 2025

Re: Granite Acres Recreational Trails Program Grant Contract

Background

The Town of Rolesville has been awarded a North Carolina Recreational Trails Program (RTP) grant to support construction of a greenway trail connecting Granite Acres to Granite Falls Boulevard.

This resolution is presented for your approval to formally accept the grant and authorize the Town Manager to execute all necessary agreements.

The most recent project bid estimated the total cost at \$500,000. Acceptance of this grant will allow us to move forward in securing funding and starting project implementation.

Relationship to Current Budget/Goals

Greenway Plan and Accessibility

Recommended Action

Approve the acceptance of the grant and sign the contract.

Attachments: Resolution Accepting North Carolina Recreational

Trails Program Grant

Memorandum



To: Mayor and Town Board **From:** Eric Marsh, Town Manager

Date: June 3, 2025

Re: Acceptance of Community Project Funding Grant for Library Site Development

Purpose:

The purpose of this memo is to request formal acceptance by the Town Board of a Community Project Funding grant awarded to the Town of Rolesville through the U.S. Department of Housing and Urban Development (HUD), facilitated by Congresswoman Deborah Ross.

Background:

The Town of Rolesville, in partnership with Wake County and local community advocates, submitted a request for federal funding under the Economic Development Initiative (EDI) Community Project Funding program. This competitive funding is appropriated by Congress and administered by HUD to support community and economic development activities that are eligible under the Community Development Block Grant (CDBG) program.

We are pleased to share that the Town has been awarded **\$325,000** for the **Library Site Development** project. This grant (Grant #B-24-CP-NC1349) will support eligible capital improvement activities related to site development for a future public library facility in Rolesville.

The funds may be used for eligible activities under the CDBG program, such as land or site acquisition, demolition, and construction-related improvements. This funding will provide critical support as the Town continues to plan and prepare for expanded public services and facilities.

Recommendation:

Staff recommends that the Town Board formally accept the HUD Community Project Funding grant in the amount of \$325,000 for the Library Site Development project. Upon acceptance, staff will proceed with the necessary administrative and compliance steps to manage the grant in coordination with HUD and Wake County.

Requested Action:

Motion to accept the U.S. Department of Housing and Urban Development Community Project Funding grant in the amount of \$325,000 (Grant #B-24-CP-NC1349) for the Library Site Development project and authorize the Town Manager to execute all necessary grant agreements and documentation.

Attachments:

Resolution

TOWN OF ROLESVILLE, NORTH CAROLINA RESOLUTION NO. 2025-XX

A RESOLUTION TO ACCEPT COMMUNITY PROJECT FUNDING FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR LIBRARY SITE DEVELOPMENT

WHEREAS, the Town of Rolesville, in collaboration with Wake County and community advocates, submitted a request for Community Project Funding through the U.S. Department of Housing and Urban Development's (HUD) Economic Development Initiative (EDI) program, facilitated by Congresswoman Deborah Ross; and

WHEREAS, the EDI Community Project Funding supports eligible economic and community development activities under the Community Development Block Grant (CDBG) program, including land or site acquisition, demolition, blight removal, and capital improvements to public facilities; and

WHEREAS, the Town of Rolesville has been awarded funding in the amount of \$325,000 under Grant #B-24-CP-NC1349 for the purpose of **Library Site Development**; and

WHEREAS, these funds will assist the Town in advancing the planning and preparation for a future public library site to serve the residents of Rolesville and surrounding areas; and

WHEREAS, the Town of Rolesville acknowledges the need to comply with all applicable federal grant requirements and reporting obligations associated with the use of these funds.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF ROLESVILLE, NORTH CAROLINA THAT:

- 1. The Town of Rolesville hereby accepts the HUD Economic Development Initiative Community Project Funding grant in the amount of \$325,000 for Library Site Development.
- 2. The Town Manager is authorized to execute all necessary agreements, certifications, and other documents required to administer the grant and to act as the Town's official representative in connection with the grant.
- 3. The Town Clerk is directed to retain a copy of this resolution in the official records of the Town.

ADOPTED this day of	, 2025.	
Ronnie Currin, Mayor	Christina YnClan, Town Clerk	-
ATTEST:	ATTEST:	

CAPITAL PROJECTS ORDINANCE FOR THE TOWN OF ROLESVILLE

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 projects are hereby authorized:

Section 1. Description of Projects:

HUD: MAIN STREET PARK RENOVATIONS The project authorized is for enhancements to Main Street Park including playground surfacing, parking lot renovations, internet, security cameras, picnic tables, and repainting. TOTAL FY25-26 Revenues \$406,000 Grants-Federal \$406,000 **Appropriations Contracted Services** \$15,000 \$15,000 Construction 313,000 313,000 Other Improvements 78,000 78,000 \$406,000 \$406,000 **HUD: LIBRARY SITE PREPARATION** The project authorized is work to prepare the Town Campus site, which includes land to house a future Wake County library. FY25-26 **TOTAL** Revenues \$325,000 Grants-Federal \$325,000 **Appropriations Contracted Services** \$15,000 \$15,000 Construction 310,000 310,000 \$325,000 \$325,000

Section 2. The officers of this unit are hereby directed to proceed with the capital projects within the terms of the budget contained herein.

Section 3. 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.

Section 4. 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 3rd day of June 2025

	Ronnie I. Currin
	Town of Rolesville Mayor
Attest	:
	Christina Ynclan
	Town Clerk

Rolesville Genuine Community • Capital Connection Est. 1837

Memorandum

To: Mayor and Town Board **From:** Eric Marsh, Town Manager

Date: May 28, 2025

Re: Resolution Amending Personnel Policy, Agenda Item #7.f.

Town staff have submitted several requests for FY24-25 budget amendments for Town Board consideration.

1. Vacation Leave Accrual Rate

On March 3 of this year, the Town Board updated the vacation leave accrual policy to match the Rolesville Rural Fire Department. During the unification process, staff became aware of a typographical error in the resolution adopted by the Board. This update corrects the error.

2. Effect of Promotions

For many years, the Town provided employees with a 5% raise for promotions to recognize increased responsibilities. In 2018, an update to the Personnel Policy increased this to 10% to better reward employees. However, since that time it has become apparent that this higher percentage is causing compression among employees, particularly in departments with multiple levels of supervision.

Furthermore, existing career ladders within the pay plan call for a 5% increase between position progressions. This causes confusion regarding when a change in position qualifies for the 5% increase or the 10% increase. With the updated pay plan for FY25-26, career ladders are proposed for additional positions. So to eliminate confusion and mitigate compression, staff recommend returning the effect of promotions to the historical 5% increase.

Recommended Action

Make a motion to approve the Resolution Making Technical Changes to the Personnel Policy

RESOLUTION MAKING TECHNICAL CHANGES TO THE PERSONNEL POLICY

BE IT RESOLVED by the Board of Commissioners of the Town of Rolesville that the Personnel Policy adopted on May 1, 2018 be amended as follows:

Effective Date: July 1, 2025

Approved by Board of Commissioners: June 3, 2025

1. Revise Article VII Section 1

Section 7. Vacation Leave: Accrual Rate

Each full and part-time employee of the Town shall earn vacation leave at the following schedule, prorated by the average number of hours in the workweek:

Years of Service	Days Accrued Per Year
0 - 2	12
3 - 9	15
10 - 14	18
15 - 19	20 <u>21</u>
20 plus	24

2. Revise Article III Section 8

Section 8. Salary Effect of Promotions, Demotions, Transfers, and Reclassifications

Promotions. When an employee is promoted, the employee's salary shall normally be advanced to the hiring rate of the new position, or to a salary which provides an increase of at least approximately 10% 5% over the employee's salary before the promotion, provided, however, that the new salary may not exceed the maximum rate of the new salary range. The purpose of the promotion pay increase is to recognize and compensate the employee for taking on increased responsibility.

Approved this 3rd of June 2025

Ronnie I. Currin	
Mayor	
Christina M. Ynclan	
Town Clerk	



Memo

To: Mayor and Town Board of Commissioners

From: Eric L. Marsh, Town Manager

Date: June 3, 2025

Re: Agenda Item 7.g.{Resolution 2025-R-12} Accepting Streets According to

Powell Bill Certified Statement.

Background

Required each year by the Town is a resolution accepting all public streets and right-of-ways (ROWs) completed and recorded since the last certification for Powell Bill in 2024. Resolution 2025-R-12 lists all the newly recorded public streets for acceptance by the Town of Rolesville and in association with the Powell Bill Certified Statement.

Recommended Action

Motion to approve Resolution 2025-R-12, Resolution to accept the streets and right-of-ways completed between July 1, 2025, and June 30, 2026.

Attachment:

Resolution 2025-R-12, Resolution to accept the streets and right-of-ways completed between July 1, 2025, and June 30, 2026.

RESOLUTION 2025-R-12 TO ACCEPT THE STREETS AND RIGHT-OF-WAYS COMPLETED BETWEEN JULY 1, 2025, TO JUNE 30, 2026 IN ASSOCIATION WITH THE POWELL BILL CERTIFIED STATEMENT

WHEREAS, the Town of Rolesville Mayor and Board of Commissioners have approved preliminary subdivision designs and plats associated with various developments; and

WHEREAS, construction drawings are then submitted to develop and improve the lots, streets, and public right-of-ways; and

WHEREAS, the Town of Rolesville Engineer and municipal staff reviews the construction drawings for compliance with town standards; and

WHEREAS, once construction drawings are approved, the streets and public right-of-ways are inspected by the Town of Rolesville Inspector for compliance involving (but not limited to) thickness, compaction, and quality; and

WHEREAS, after these streets and right-of-ways have been fully inspected and approved, final plats are signed and recorded with the Wake County Register of Deeds Office; and

WHEREAS, the Town of Rolesville participates annually in the State of North Carolina Powell Bill program; and

WHEREAS, this Powell Bill program assists the Town of Rolesville financially in streets that are accepted and maintained by the municipality; and

WHEREAS, the Powell Bill certified statement requires resolution from the elected body officially accepting such streets.

NOW THEREFORE BE IT RESOLVED, the Town of Rolesville Mayor and Board of Commissioners accept the following streets as recorded between July 1, 2025, and June 30, 2026:

Name	Sum Mileage
Alfalfa Ln	0.22
Brangus Trl	0.09
Bullhorn Dr	0.24
Cattle Dr	0.29
Emmer St	0.05
Fighting Bull Dr	0.08
Holstein Dairy Way	0.11
Jersey Cow Ct	0.04
Kerry Cattle Dr	0.12
Marthas View Way	0.15
Murray Grey Ln	0.21
Pantaneiro Way	0.02
Ramo Grande Dr	0.05
Shorthorn Dr	0.15
Spelt Ct	0.13
Grand Total	1.92

he 3 rd day of June 2025	

	Ronnie I. Currin
	Mayor, Town of Rolesville
Attest:	
	Christina Ynclan
	Clerk, Town of Rolesville



MEMORANDUM

To: Mayor and Town Commissioners

FROM: David J. Neill, Town Attorney

DATE: May 28, 2025

RE: ORDINANCE TO AMEND THE ENFORCEMENT PROVISIONS OF THE CODE OF

ROLESVILLE, NORTH CAROLINA

Background.

Recent traffic-related, land development, and other Town ordinance violations have brought attention to shortcomings in the existing enforcement language of the Town Code. The proposed ordinance is intended to clarify and modernize the tools available to the Town enforce provisions of the Town Code and LDO. (A corresponding text amendment to the LDO itself would be forthcoming in the event the Board were to act on the attached ordinance. (Exhibit A).

The Board first discussed this proposed ordinance at its May 6^{th} work session. As the matter includes the adoption of criminal sanction (misdemeanors), the proposed ordinance could not be adopted on the date of its first consideration. Additional, minor revisions to the language of the originally proposed ordinance are highlighted in Exhibit B attached.

Summary of Proposed Ordinance.

- The proposed ordinance establishes the general civil penalty for ordinance violations. Civil penalties are set at \$250 for first offense and \$500 for subsequent violations within a single year. If a specific ordinance provision has its own penalty set out, that specific penalty will control.
- As required by statute, motor vehicle-related ordinances are limited to \$50 per infraction.
- Clarity is provided as to which ordinance violations also constitute misdemeanors or infractions.
- The proposed ordinance now provides express tools for the effective collection of civil penalties imposed.

Next Steps.

This Town Code amendment is before the Board for discussion and possible action.

Possible Motion:

• "I move adoption of the Ordinance to Amend the Enforcement Provisions of the Code of Rolesville, North Carolina."

PROPOSED ORDINANCE

ORDINA	NCE #2025 ·	-

to be completed by Town Clerk in the event of adoption

AN ORDINANCE TO AMEND THE ENFORCEMENT PROVISIONS OF THE CODE OF ROLESVILLE, NORTH CAROLINA

- WHEREAS, N.C. Gen. Stat. § 160A-175 authorizes the Town to impose fines and penalties for violation of its ordinances, and to secure injunctions and abatement orders to further ensure compliance with the Town's ordinances; and
- **WHEREAS**, the Town Board of Commissioners did first consider this Ordinance at the Board's regular meeting of May 6, 2025; and
- **WHEREAS**, the Board of Commissioners finds that the existing enforcement provisions of the Town Code are insufficient to meet the changing needs of a growing municipality.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN BOARD OF COMMISSIONERS OF THE TOWN OF ROLESVILLE, NORTH CAROLINA that:

SECTION 1. Section 10.99 of the Code of Rolesville, North Carolina (the "Code") is hereby deleted in its entirety and replaced with the following language:

§ 10.99. GENERAL PENALTY.

(a) Civil Penalties:

- (1) Any person, firm, or corporation violating any of the provisions of any section or division of this Code or the Rolesville Land Development Ordinance (the "LDO") for which no other sanction or penalty is provided, shall be subject to a civil penalty of two hundred fifty dollars (\$250.00) for an initial violation. Each calendar day on which a continuing violation occurs shall constitute a separate violation under this subsection. For each subsequent violation occurring within twelve (12) months of any other violation, the violator shall be subject to a civil penalty of five hundred dollars (\$500.00) per violation.
- (2) If a person, firm, or corporation fails to pay any civil penalty within thirty (30) days after it is assessed, the Town may recover the penalty, together with all costs allowed by law, by filing a civil action in the General Court of Justice in the nature of a suit to collect a debt. The Town may also pursue collection of the penalty via the North Carolina Setoff Debt Collection Act (N.C. Gen. Stat 105A-1 et seq.)
- (3) The Police Department and the Planning Department are authorized

to issue civil penalty citations to enforce this section.

(b) Misdemeanors and Infractions:

- (1) Generally. Any person, firm, or corporation violating any of the provisions of any section or division of this Code for which no other sanction or penalty is provided or failing or neglecting or refusing to comply with same, shall be guilty of a Class 3 misdemeanor and shall be fined not more than five hundred dollars (\$500.00) or be subjected to imprisonment not to exceed 30 days. Notwithstanding the foregoing, this subsection shall not be deemed to apply to the extent a criminal sanction is prohibited pursuant to N.C. Gen. Stat 160A-175(b1).
- (2) Operation of Vehicles. Any person, firm, or corporation violating any of the provisions of any section or division of this Code regulating the operation or parking of vehicles for which no corresponding provision is provided by general statute, shall be responsible for an infraction and shall be required to pay a fine of fifty dollars (\$50.00).

(c) Injunctive and Equitable Relief:

As an additional remedy, this Code and the LDO may be enforced, either before or after the institution of any other action or proceeding authorized by this subsection, by an action for injunctive relief to restrain or abate the violation or to obtain other equitable relief as allowed by law. The action shall be brought in the appropriate division of the General Court of Justice. The institution of an action for injunctive relief shall not relieve any party to such proceeding from any civil or criminal penalty prescribed for violations of this chapter. This chapter may also be enforced through any appropriate equitable remedy.

(d) Enforcement:

In addition to other remedies, this chapter may be enforced by any one, all, or a combination of the remedies set out herein.

- **SECTION 2.** All laws and clauses of laws in conflict herewith are hereby repealed to the extent of said conflict.
- **SECTION 3.** If this Ordinance or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given separate effect and to this end the provisions of this ordinance are declared to be severable.
- **SECTION 4.** The provisions of this Ordinance shall not affect any act heretofore done, any liability incurred, any right accrued or vested, or any suit or prosecution begun or cause of action accrued prior to the effective date of this Ordinance.
- **SECTION 5.** This ordinance shall be enforced as provided in N.C. Gen. Stat. § 160A-175 and as

DRAFT FOR CONSIDERATION FOR ADOPTION

may otherwise be provided by the Code. All criminal sanctions shall be the maximum allowed by law notwithstanding any current limit set forth by N.C. Gen. Stat. § 14-4(a) or similar limitations.

SECTION 6. This Ordinance shall become effective upon its adoption.

DRAFT FOR CONSIDERATION FOR ADOPTION

This, the day of	2025.
	Ronnie I. Currin, Mayor
CF	CRTIFICATION
Carolina municipal corporation; and that duly adopted at a regular meeting of the I	e is the town clerk of the Town of Rolesville, a North the foregoing is a true and correct copy of the ordinance Rolesville Board of Commissioners by a vote of 2025, at which a quorum was present
and acting.	2025, at which a quotam was present
	Christina Ynclan, Town Clerk
[Town Seal Above]	
[10wii Scal Above]	

EXHIBIT B

PROPOSED ORDINANCE

to be completed by Town Clerk in the event of adoption

AN ORDINANCE TO AMEND THE ENFORCEMENT PROVISIONS OF THE CODE OF ROLESVILLE, NORTH CAROLINA

- WHEREAS, N.C. Gen. Stat. § 160A-175 authorizes the Town to impose fines and penalties for violation of its ordinances, and to secure injunctions and abatement orders to further ensure compliance with the Town's ordinances; and
- WHEREAS, the Town Board of Commissioners did first consider this Ordinance at the Board's regular meeting of May 6, 2025; and
- WHEREAS, the Town WHEREAS, the Board of Commissioners finds that the existing enforcement provisions of the Town Code are insufficient to meet the changing needs of a growing municipality.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN BOARD OF COMMISSIONERS OF THE TOWN OF ROLESVILLE, NORTH CAROLINA that:

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- (2) If a Person person, firm, or corporation fails to pay any civil penalty within thirty (30) days after it is assessed, the Town may recover the penalty, together with all costs allowed by law, by filing a civil action in the General Court of Justice in the nature of a suit to collect a debt. The Town may also pursue collection of the penalty via the North Carolina Setoff Debt Collection Act (N.C. Gen. Stat 105A-1 et seq.)

- (3) <u>The</u> Police Department and the Planning Department are authorized to issue civil penalty citations to enforce this section.
- (b) Criminal Penalties:

(b) <u>Misdemeanors and Infractions:</u>

- (1) Generally. Any person, firm—, or corporation violating any of the provisions of any section or division of this Code for which no other sanction or penalty is provided or failing or neglecting or refusing to comply with same, shall be guilty of a Class 3 misdemeanor and shall be fined not more than five hundred dollars (\$500.00) or be subjected to imprisonment not to exceed 30 days. Notwithstanding the foregoing, this subsection shall not be deemed to apply to the extent a criminal sanction is prohibited pursuant to N.C. Gen. Stat 160A-175(b1).
- (2) Operation of Vehicles. Any person, firm—, or corporation violating any of the provisions of any section or division of this Code regulating the operation or parking of vehicles for which no corresponding provision is provided by general statute, shall be responsible for an infraction and shall be required to pay a penalty of not more than fine of fifty dollars (\$50.00).

(c) Injunctive and Equitable Relief:

As an additional remedy, this Code and the LDO may be enforced, either before or after the institution of any other action or proceeding authorized by this subsection, by an action for injunctive relief to restrain or abate the violation or to obtain other equitable relief as allowed by law. The action shall be brought in the appropriate division of the General Court of Justice. The institution of an action for injunctive relief shall not relieve any party to such proceeding from any civil or criminal penalty prescribed for violations of this chapter. This chapter may also be enforced through any appropriate equitable remedy.

(d) Enforcement:

In addition to other remedies, this chapter may be enforced by any one, all, or a combination of the remedies set out herein.

- **SECTION 2.** All laws and clauses of laws in conflict herewith are hereby repealed to the extent of said conflict.
- **SECTION 3.** If this Ordinance or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given separate effect and to this end the provisions of this ordinance are declared to be severable.
- **SECTION 4.** The provisions of this Ordinance shall not affect any act heretofore done, any

DRAFT FOR DISCUSSION CONSIDERATION FOR ADOPTION

liability incurred, any right accrued or vested, or any suit or prosecution begun or cause of action accrued prior to the effective date of this Ordinance.

SECTION 5. This ordinance shall be enforced as provided in N.C. Gen. Stat. § 160A-175 and as may otherwise be provided by the Code. All criminal sanctions shall be the maximum allowed by law notwithstanding any current limit set forth by N.C. Gen. Stat. § 14-4(a) or similar limitations.

SECTION 6. This Ordinance shall become effective upon its adoption.

DRAFT FOR DISCUSSION CONSIDERATION FOR ADOPTION

This, the	day of	20	025.
			Ronnie I. Currin, Mayor
			Rolline 1. Currin, Mayor
		CER	CTIFICATION
Carolina mun	icipal corpora	ation; and that th	is the town clerk of the Town of Rolesville, a North e foregoing is a true and correct copy of the ordinance plesville Board of Commissioners by a vote of
to	on the	day of	2025, at which a quorum was present
and acting.			
			Christina Ynclan, Town Clerk
[Town Seal Abo	ve]		

Rolesville Genuine Community • Capital Connection Fet 1837

Memorandum

To: Mayor and Town Board

From: Amy Stevens, Finance Director

Date: May 29, 2025

Re: FY 2025-26 Budget Consideration, Agenda Item #11.a

Once a public hearing is complete, all statutory requirements have been met and the Town Board may adopt a budget when ready to proceed.

Changes

The Town Manager is recommending a few changes to the Proposed Budget that was presented to you on May 20, 2025. These changes include the items listed below; they have been incorporated into the attached materials for your consideration.

General Fund (annual operating budget)

 Resurfacing of Granite Falls Boulevard. Increase Powell Bill expenditures by \$1,000,000 to cover the estimated costs of resurfacing Granite Falls Boulevard. Staff currently anticipate bringing formal bids to the Town Board for approval on July 1. This cost is fully funded through Powell Bill fund balance reserves, which are required by state law to be used primarily for resurfacing.

Capital Projects Fund (capital project ordinance)

- Sanford Creek playground surface. Since the budget was assembled, an inspection of this site has recommended replacement of the playground surface due to tripping hazards. This \$52,000 project can be funded with park fees in the Capital Project Fund; there will be no impact on the General Fund.
- Town Center preconstruction costs. There will be some additional upfront expenditures for the site development, Police Station, and Main Fire Station projects before they move to the construction phase. Staff estimate the following additional expenditures:

Site Development \$100,000 Police Station \$970,000 Main Fire Station \$1,200,000

Just like other early expenditures on these projects, the Town can reimburse itself from future debt proceeds. Since those debt issuances are expected in the upcoming fiscal year, the loan proceeds are identified as the source of funds. There is sufficient cash in that Fund to float the projects until that time. In the unlikely event that the projects get delayed, and the loans not issued in FY25-26, we'll have to amend the project with a General Fund transfer from fund balance. As these projects move closer to construction with firm costs, staff will bring an amended capital project ordinance for your consideration, likely later this summer.

Attached Materials

Ordinance - Annual Budget: This ordinance sets out annual appropriations for the funds included in the budget. These appropriations are authorized on July 1, 2025 and will expire on June 30, 2026.

- The Pay & Classification Plan is adopted by reference.
- The Schedule of Fees is adopted by reference.

Resolution - Wake County Collections: This resolution gives authority and direction to Wake County staff for the billing of property taxes and other fees for the fiscal year.

Resolution - CIP Policy This resolution adopts the five-year Capital Improvement Plan as a policy guide for future capital planning.

• The Capital Improvement Plan 2025-2030 is adopted by reference.

Ordinance - Capital Projects: This ordinance appropriates funds for capital projects, many of which are likely to extend into multiple budget years. Once appropriated, these funds remain authorized until the project is complete. This ordinance restates all previous Capital Project Ordinances (except for the Main Street LAPP project and any other capital project ordinances adopted tonight) and adds new appropriations called for in the CIP.

Board Options

The Town Board can adopt a balanced budget tonight, or it can continue its discussion and adopt a budget at a subsequent meeting, but no later than July 1, 2025. Should the Town Board wish to adopt the budget tonight, the motion should reflect any desired changes.

Recommended Action

Make a motion to adopt:

- Budget Ordinance for the Fiscal Year Lasting from July 1, 2025 through June 30, 2026
- Resolution Authorizing the Wake County Department of Revenue to Levy and Collect Property Taxes
- Resolution Adopting the Capital Improvement Plan for Fiscal Years 2025-2030
- Capital Project Ordinance dated June 3, 2025

BUDGET ORDINANCE FOR THE FISCAL YEAR LASTING FROM JULY 1, 2025 THROUGH JUNE 30, 2026

WHEREAS, the Board of Commissioners were presented a proposed budget on May 20, 2025; and

WHEREAS, the Board of Commissioners held a public hearing on the proposed budget on June 3, 2025, which was duly advertised in the Wake Weekly newspaper;

NOW THEREFORE BE IT ORDAINED by the Board of Commissioners of the Town of Rolesville, North Carolina:

Section 1. The following amounts are hereby appropriated in the General Fund for the operation of the Town government for fiscal year beginning July 1, 2025 and ending June 30, 2026:

General Fund Revenues		\$22,101,340
General Fund Expenditures		\$22,101,340
Governing Board	\$216,330	
Administration	\$1,177,830	
Finance	\$841,640	
Human Resources	\$342,010	
Special Appropriations	\$5,476,190	
Planning	\$1,264,450	
Community & Economic Development	\$271,770	
Engineering	\$485,800	
Police	\$4,459,600	
Fire	\$2,741,550	
Public Works	\$1,182,390	
Powell Bill	\$1,050,000	
Solid Waste	\$1,223,000	
Parks & Recreation	\$1,368,780	

Section 2. That appropriations included in the following Capital Projects Fund be approved, some of which may extend beyond one fiscal year if also adopted via capital project ordinance.

Capital Projects Fund Revenues	\$2,551,500
Capital Projects Fund Expenditures	\$2,551,500

Section 3. The following amounts are hereby appropriated for the fiscal year beginning July 1, 2025 and ending June 30, 2026 from the Capital Reserve Funds established for the purposes listed below. The source of funds for these Capital Reserve Funds are fees levied upon new construction, as provided in the schedule of fees.

Street Fees Fund Balance Appropriation	\$-0-
Park Fees Fund Balance Appropriation	\$281,500
Water Fees Fund Balance Appropriation	\$-0-

Section 4. There is hereby levied a tax at the rate of forty cents (\$0.40) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2025, for the purpose of raising General Fund property tax revenues. A vehicle fee of \$30 is also hereby established and is levied on all vehicles registered within the corporate limits.

Section 5. The individual fees and charges listed within the Schedule of Fees are authorized and approved in the amounts set forth in the schedule.

Section 6. That effective July 1, 2025, the Pay & Classification Plan is amended to incorporate the specified job classifications and pay scale. Funding for the plan and its associated compensation is included in the various departments as appropriate.

Section 7. That appropriations equal to the amounts of outstanding purchase orders in annually budgeted accounts at June 30th be re-appropriated in order to properly account for the payments against the fiscal year in which they were paid.

Section 8. The Town Manager is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- a. The Budget Officer may transfer up to \$50,000 between objects of expenditures within a fund with an official report on such transfers done at least quarterly at a regularly scheduled meeting of the Town Board of Commissioners.
- b. The Budget Officer may not transfer any amount between funds without an official amendment of the budget ordinance.
- c. The Budget Officer may accept funds and execute agreements for grants of up to \$50,000.

Section 9. Copies of this budget ordinance shall be furnished to the Town Clerk, the Budget Officer, and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 3rd day of June 2025

	Ronnie I. Currin
	Town of Rolesville Mayor
Attest:	
	Christina Ynclan
	Town Clerk

PAY & CLASSIFICATION PLAN

General	Pay I	Plan
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delle	iai ray riai					
Grade	Minimum	Midpoint	Maximum	Classification	FLSA	Grade
G1	\$43,162.88	\$58,269.88	\$73,376.89	Maintenance Worker I		G1
G2	\$45,321.02	\$61,183.38	\$77,045.73	Maintenance Worker II		G3
G3	\$47,587.07	\$64,242.54	\$80,898.02	Accounting Technician I		G4
G4	\$49,966.42	\$67,454.67	\$84,942.92	Administrative Support Specialist I		G4
G5	\$52,464.74	\$70,827.40	\$89,190.07	Permit Technician		G5
G6	\$55,087.98	\$74,368.78	\$93,649.57	Accounting Technician II		G6
G7	\$57,842.38	\$78,087.21	\$98,332.05	Administrative Support Specialist II		G6
G8	\$60,734.50	\$81,991.57	\$103,248.65	Lead Maintenance Worker		G6
G9	\$63,771.22	\$86,091.15	\$108,411.08	Stormwater Technician		G6
G10	\$66,959.79	\$90,395.71	\$113,831.64	Engineering Inspector		G7
G11	\$70,307.78	\$94,915.50	\$119,523.22	Program Coordinator I		G8
G12	\$73,823.16	\$99,661.27	\$125,499.38	Executive Analyst		G9
G13	\$77,514.32	\$104,644.33	\$131,774.35	Human Resources Analyst		G9
G14	\$81,390.04	\$109,876.55	\$138,363.06	Operations Coordinator		G9
G15	\$85,459.54	\$115,370.38	\$145,281.22	Planner I		G9
G16	\$89,732.52	\$121,138.90	\$152,545.28	Accountant		G10
G17	\$98,705.77	\$133,252.79	\$167,799.81	Communications Specialist		G10
G18	\$108,576.35	\$146,578.07	\$184,579.79	Program Coordinator II		G10
G19	\$119,433.98	\$161,235.87	\$203,037.77	Planner II		G11
G20	\$131,377.38	\$177,359.46	\$223,341.54	Town Clerk		G11
G21	\$144,515.12	\$195,095.41	\$245,675.70	Parks Superintendent		G12
				Senior Planner		G11
				Stormwater Program Manager		G13
				Capital Projects Manager		G13
				Assistant Planning Director	Exempt	G16
				Economic Development Director	Exempt	G17
				Human Resources Director	Exempt	G18
				Parks And Recreation Director	Exempt	G18
				Planning Director	Exempt	
				Public Works Director	Exempt	G18
				Finance Director	Exempt	G19
				Assistant Town Manager	Exempt	G21

Temporary Staff Pay Plan

Tellipolally Stall Pay Plat				
Title	Min Rate	Max Rate		Notes
TM Evidence Specialist	\$ 30.66	\$ 52.12	grade G9 equivalent	
TM Intern	\$ 10.00	\$ 19.00		
TM Program Support Specialist I	\$ 10.00	\$ 13.00	\$0.25 /yr increase	
TM Program Support Specialist II	\$ 11.00	\$ 14.00	\$0.25 /yr increase	
TM Program Support Specialist III	\$ 12.50	\$ 15.50	\$0.25 /yr increase	
TM Fire Battalion Chief	\$600 /month	stipend		
TM Volunteer Firefighter	\$11 /call			

PAY & CLASSIFICATION PLAN

Public Safety Pay Plan

Grade	Minimum	Midpoint	Maximum	Classification	FLSA	Grade
PS1	\$55,946.80	\$75,528.18	\$95,109.56	Firefighter I (Cadet)		PS1
PS2	\$59,303.61	\$80,059.87	\$100,816.13	Police Cadet		PS1
PS3	\$62,861.82	\$84,863.46	\$106,865.10	Firefighter II		PS2
PS4	\$66,633.53	\$89,955.27	\$113,277.01	Police Officer I		PS2
PS5	\$70,631.55	\$95,352.59	\$120,073.63	Firefighter III		PS3
PS6	\$74,869.44	\$101,073.74	\$127,278.05	Police Officer II		PS3
PS7	\$79,361.61	\$107,138.17	\$134,914.73	Master Police Officer		PS4
PS8	\$84,123.30	\$113,566.46	\$143,009.61	Senior Police Officer		PS5
PS9	\$90,853.17	\$122,651.77	\$154,450.38	Fire Lieutenant		PS7
PS10	\$96,304.36	\$130,010.88	\$163,717.40	Police Sergeant		PS7
PS11	\$102,082.62	\$137,811.53	\$173,540.45	Fire Captain		PS8
PS12	\$108,207.57	\$146,080.22	\$183,952.88	Police Lieutenant		PS8
PS13	\$114,700.03	\$154,845.04	\$194,990.05	Fire Division Chief	Exempt	PS10
PS14	\$121,582.03	\$164,135.74	\$206,689.45	Police Captain	Exempt	PS10
				Fire Chief	Exempt	PS13
				Police Chief	Exempt	PS14

Career Ladder Program

The Town Manager may administratively create and maintain a career ladder program for the positions identified below. Movement through the identified positions shall be based upon a standardized set of employee qualifications. Progression through steps of the career ladder shall result in 5% pay increase or to the minimum of the new range, whichever is greater.

General Pay Plan

Maintenance Worker I > Maintenance Worker II

Accounting Technician I > Accounting Technician II

Administrative Support Specialist I > Administrative Support Specialist II

Program Coordinator I > Program Coordinator II

Public Safety Pay Plan

Police Cadet > Police Officer I > Police Officer II > Master Police Officer > Senior Police Officer Firefighter II (Cadet) > Firefighter III > Firefighter III

This schedule is subject to change at the discretion of the Town Board.

	Administration		
Description	Fee	When Due	Acct
Copies			
Existing maps (larger than 8 ½ x 11)	\$1 /square foot	Upon Receipt	4710
Documents	\$0.75 /page	Upon Receipt	4710
CD	\$10 /disc	Upon Receipt	4710
Flash drive	\$10 /drive	Upon Receipt	4710
Military Banners	\$200	Application	4735
Returned check	\$25 /check	Invoice, Net 30	4710
Late payment of invoices	\$10	Invoice, Net 30	4710
Public records request	In accordance with NCGS Ch. 132	Invoice, Net 30	4710
Candidate filing fee			
Mayor	\$25	Application	Wake Co
Commissioner	\$15	Application	Wake Co
Dev	velopment Services		
Description	Fee Fee	When Due	Acct
Plan Review			
Sketch plan (cost per meeting)	\$150	Application	4400
Site development plan	\$1000	Application	4400
Major preliminary subdivision (>4 lots) plat	\$700 plus \$10 /lot	Application	4400
Construction infrastructure drawings	\$1000	Application	4400
Final subdivision plats			
Recombination	\$200	Application	4400
Boundary survey	\$200	Application	4400
Right-of-way dedication	\$200	Application	4400
Easement dedication	\$200	Application	4400
Minor subdivision (<5 lots)	\$200 plus \$10 /lot	Application	4400
Major subdivision (>4 lots)	\$300 plus \$10 /lot	Application	4400
Resubmittal fees	½ original submittal	Application	4400
Technology fee	\$20	Application	4400
Consultant review fees			
Engineering / plan review	Actual cost	Invoice, Net 30	4410
Traffic impact analysis	Actual cost	Prepayment	4410
Town Attorney	Actual cost	Invoice, Net 30	4410
Wireless telecommunications	Actual cost	Invoice, Net 30	4410
facility examination			
Planning & Zoning Fees			
Land Development Ordinance text	\$600	Application	4420
amendment			
Rezoning (map amendment) (includes		Application	4420
Comprehensive Plan amendment)			
General use district	\$600	Application	4420
Conditional district	\$1,000	Application	4420
Mixed-use district	\$1,200	Application	4420
Public hearing notification letter	\$2.00 per property required	Application	4420

Deve	lopment Services		
Description	Fee	When Due	Acct
Planning & Zoning Fees			
Special Use Permit			
Within a residential zoning district	\$600 plus \$8 /unit	Application	4420
Within a non-residential zoning	\$600	Application	4420
district			
Zoning verification letter	\$100	Application	4420
Appeals and interpretations	\$600	Application	4420
Variance application	\$600	Application	4420
Street or right of way closure			
Temporary permit	\$100	Application	4420
Permanent closure	\$1,000	Application	4420
Nuisance abatement			
General labor	\$30 /hour	Invoice, Net 30	4420
Equipment	\$140 /hour	Invoice, Net 30	4420
Contractor	Actual cost	Invoice, Net 30	4420
Voluntary annexation petition	\$350	Application	4420
Sign permit			
Permanently mounted	\$75 /sign	Application	4420
Temporary sign or banner	\$25 /sign	Application	4420
Food truck permit			
One location, one time	\$25	Application	4420
One location, annual	\$75	Application	4420
Multiple locations, annual	\$100	Application	4420
Driveway extension permit	\$100	Application	4420
Encroachment in right of way			
Permit	\$50	Application	4420
Inspection	\$75	Application	4420
Permits			
Zoning permit			
New residential	\$150	Application	4430
Residential alterations and addi-	\$50	Application	4430
tions	4050	A 11	4420
Commercial new structure	\$250	Application	4430
Commercial alteration and addi-	\$50	Application	4430
tion Puilding permit processing			
Building permit processing Residential and commercial	\$100	Application	4431
		Application	4431
Trade permit processing Administrative change requests	\$60 \$60	Application Application	4431
	\$60	Аррисаціон	4431
Inspections Infrastructure inspections			
Single-family residential right of	\$200 /lot	Application	4440
way improvement	3200 / 10t	Application	4440
Setback encroachment inspection	Actual cost	Application	4440
Inspection of other field improve-	Actual cost	Invoice, Net 30	4440
ments	Actual COSt	invoice, Net 30	-111 0
Fire inspections			
Commercial structures	Actual cost	Invoice, Net 30	4441
Commercial structures	Actual COSt	invoice, ivet 30	-1771

	Capital Fees		
Description	Fee	When Due	Acct
Street Lights			
Street light poles	\$650 /pole	Final plat approval	4448
Payment in Lieu			
Recreation open space	Fair market value of 5% of the gross acreage	Final plat approval	4450-7600
Greenway construction	125% of construction costs	Final plat approval	4450-7600
Street construction	125% of construction costs	Final plat approval	4450-7200
Sidewalk construction	125% of construction costs	Final plat approval	4450-7200
Utility System Development Fees	Per City of Raleigh	Permit approval	COR
Recreation Development Fee	Lots within corporate limits or ETJ		
Senior multi-family apartments	\$1,000 /unit	Permit approval	4460-7600
All other residential uses	\$3,200 /unit	Permit approval	4460-7600
Transportation Development Fee	Lots within corporate limits or ETJ		4460-7200
Residential			
Single and two-family dwellings	\$3,200 /unit	Permit approval	4460-7200
Townhomes and multi-family dwell-	\$2,400 /unit	Permit approval	4460-7200
ings			
Hotel / motel	\$313 /room	Permit approval	4460-7200
Office, hospital, and medical care facility			
Less than 100,000 square feet	\$543 /1,000 square feet	Permit approval	4460-7200
100,000 to 199,999 square feet	\$438 /1,000 square feet	Permit approval	4460-7200
Greater than 200,000 square feet	\$334 /1,000 square feet	Permit approval	4460-7200
Institutional			
Churches	\$135 /1,000 square feet	Permit approval	4460-7200
Day care facility	\$42 /licensed enrollee	Permit approval	4460-7200
Cemetery	\$127 /acre	Permit approval	4460-7200
Group quarters	\$80 /bed	Permit approval	4460-7200
Elementary & Middle Schools	\$32 /student	Permit approval	4460-7200
High Schools	\$43 /student	Permit approval	4460-7200
Retail			
49,999 square feet or less	\$1,092 /1,000 square feet	Permit approval	4460-7200
50,000 to 99,999 square feet	\$982 /1,000 square feet	Permit approval	4460-7200
100,000 to 199,999 square feet	\$1,247 /1,000 square feet	Permit approval	4460-7200
200,000 to 299,999 square feet	\$1,148 /1,000 square feet	Permit approval	4460-7200
Greater than 300,000 square feet	\$950 /1,000 square feet	Permit approval	4460-7200
Retail gasoline delivery pumps	\$190 /pump	Permit approval	4460-7200
Industrial	· ·	• •	
Manufacturing or Agricultural pro- cessing	\$181 /1,000 square feet or \$1,835 /acre (whichever is great- er)	Permit approval	4460-7200
Warehouse, Wholesale, or Distribution	\$302 /1,000 square feet	Permit approval	4460-7200
Mini-warehousing (aka self-storage units)	\$80 /1,000 square feet	Permit approval	4460-7200
Recreational amenity centers	\$185 /1,000 square feet	Permit approval	4460-720
cational amone, contend	7-00 / 1/000 Square rect	appiovai	

	Solid Waste		
Description	Fee	When Due	Acct
Solid Waste Collection			
Residential solid waste collection	\$300.00 /year	Property Tax	4510
One additional rollout cart	\$33.00 /quarter	Application	4510
Two additional rollout carts	\$66.00 /quarter	Application	4510

	Public Safety		
Description	Fee	When Due	Acct
Copy of police reports	\$5 /copy	Upon Receipt	4710
Off duty employment	\$55 /hour, 4 hour daily minimum (rates may vary for units of government)	Invoice, Net 30	4515
Late request (<72 hours in advance)	Additional \$15 /hour	Invoice, Net 30	4515
Town Holiday	Additional \$15 /hour	Invoice, Net 30	4515

	Parks & Recrea	tion		
Description	Fe	ee	When Due	Acct
Facility Rental	Resident *	Non-Resident		
Main Street Park				
Picnic shelters A, B, and C	\$15 /hr, 2 hr min	\$25 /hr, 2 hr min	Application	4525
Picnic shelter D	\$30 /hr, 2 hr min	\$60 /hr, 2 hr min	Application	4525
Gazebo	\$30 /hr, 2 hr min	\$60 /hr, 2 hr min	Application	4525
Mill Bridge Nature Park				
Amphitheater	\$30 /hr, 2 hr min	\$60 /hr, 2 hr min	Application	4525
Community Center				
Rentals during office hours	\$45 /hr, 2 hr min	\$75 /hr, 2 hr min	Application	4525
Rentals after office hours,	Addition	al \$15 /hr	Application	4525
weekends, or holidays				
Redford Place Park				
Ballfield picnic shelter	\$30 /hr, 2 hr min	\$60 /hr, 2 hr min	Application	4525
Field rental per field	\$30 /hr, 2 hr min	\$45 /hr, 2 hr min	Application	4525
Lights per field	\$30 /hr, 2 hr min	\$45 /hr, 2 hr min	Application	4525
Ballfield prep - drag and line	\$50 p	er day	Application	4525
Rolesville Middle School				
Football field & track	\$100 /hr, 2 hr min	\$125 /hr, 2 hr min	Application	4525
Softball field	\$30 /hr, 2 hr min	\$45 /hr, 2 hr min	Application	4525
Concession facility use	\$30 /hr, 2 hr min	\$45 /hr, 2 hr min	Application	4525
Field lights	\$30 /hr, 2 hr min	\$45 /hr, 2 hr min	Application	4525
Football field prep - line	\$100 p	per day	Application	4525
Softball field prep - drag and	\$50 p	er day	Application	4525
line				
Rentals after office hours,	Addition	al \$15 /hr	Application	4525
weekends, or holidays				
Sanford Creek Elementary Fields				
Multi-purpose field	\$50 /hr, 2 hr min	\$75 /hr, 2 hr min	Application	4525
Field prep - drag and line	\$100 f	flat fee	Application	4525
Refund (does not apply if Town	\$	55	Upon Receipt	deducte
cancels)				
ROLESVILLE NC	85			

	Parks & Recrea	tion		
Description	Fe	ee	When Due	Acct
Program Registration	Resident *	Non-Resident		
Youth athletics	\$53 /participant	\$93 /participant	Application	4540
Adult softball	Varies b	y league	Application	4540
Cultural programs	Varies	by class	Application	4540
Late registration fee	\$10 /pa	rticipant	Application	4540
Summer Camp	\$105	\$125	Application	4540
Refund (does not apply if Town	\$	5	Upon Receipt	deducted
cancels)				
Sponsorships				
Outfield sponsorship banner	\$1	500	Invoice, Net 30	4530
Youth sports MVP	\$17	200	Invoice, Net 30	4530
Youth sports – one season baseball	\$3	25	Invoice, Net 30	4530
or softball team				
Youth sports – one season soccer	\$2	00	Invoice, Net 30	4530
team				
Youth sports – basketball team	\$2	00	Invoice, Net 30	4530
Sponsors of 5 or more teams in one at	hletic season get a 10%	discount		
Commercial Use of Park Property				
Year (12 months)	\$2	40	Application	4525
Half Year (6 months)	\$1	50	Application	4525
Quarterly (3 months)	\$!	90	Application	4525

^{*} Resident is defined as current physical residency within the corporate limits, owner of property within the corporate limits, and Town of Rolesville employees. Shelter rental fees are waived for Wake County Public Schools.

RESOLUTION AUTHORIZING THE WAKE COUNTY DEPARTMENT OF REVENUE TO LEVY AND COLLECT PROPERTY TAXES

WHEREAS, the Town of Rolesville Budget Officer prepared a budget for the 2025-26 fiscal year; and

WHEREAS, that budget was presented to the Mayor and Board of Commissioners on May 20, 2025; and

WHEREAS, a public hearing was held on June 3, 2025; and

WHEREAS, the Town Board of Commissioners approved the budget on June 3, 2025 with a tax rate of \$0.40 per the \$100 assessed value, a vehicle fee of \$30 per registered vehicle, and a solid waste fee of \$300 per year per residential household.

NOW THEREFORE LET IT BE RESOLVED, by the Town of Rolesville Mayor and Board of Commissioners that:

- 1. Wake County Department of Revenue and Revenue Administrator is hereby authorized, empowered, and commanded to levy and collect taxes set forth in the tax records filed in the Office of the Wake County Revenue Administrator in the amounts and from the taxpayers likewise therein set forth; and
- 2. That this resolution bestows the Wake County Revenue Administrator with full and sufficient authority to levy and collect any real and/or personal property taxes on behalf of the Town of Rolesville.

Adopted this 3 rd day of June 2025		
	Ronnie I. Currin Town of Rolesville Mayor	
	Attest:	
	Christina Ynclan	
	Town Clerk	

RESOLUTION ADOPTING THE CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2025-2030

WHEREAS, the Town of Rolesville is seeking to adhere to a high standard of professional financial management to ensure the provision of adequate public facilities and services for its citizens; and

WHEREAS, the Capital Improvement Plan describes major capital projects, funding schedules, and a capital financing plan recommended by the Town administration; and

WHEREAS, the Capital Improvement Plan provides a comprehensive framework for accomplishing needed public improvements.

NOW THEREFORE LET IT BE RESOLVED by the Town of Rolesville Mayor and Board of Commissioners that:

- 1. The document titled "Capital Improvement Plan 2025-2030" is adopted as a policy to guide capital budgeting, financial planning, project schedules, and other activities related to the accomplishment of capital projects.
- 2. The adopted Capital Improvement Plan supersedes all previously adopted Capital Improvement Plans.
- 3. The adopted Capital Improvement Plan may be amended by the governing board through budgetary actions or other actions related to the authorization of specific projects and by the adoption of future Capital Improvement Plans.

Adopted this 3rd day of June 2025

Ronnie I. Currin
Town of Rolesville Mayor
Attest:
Christina Ynclan
Town Clerk

CAPITAL IMPROVEMENT PLAN 2025-2030

CAPITAL IMPROVEMENT PLAN

DEFINITION OF A CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan (CIP) is a five-year plan identifying and forecasting capital projects and acquisitions. A capital improvement is defined as any expenditure for equipment, buildings, infrastructure, land, or project in which the cost exceeds \$50,000 and the estimated useful life is greater than five years. The CIP outlines both present and future public needs and priorities. The CIP estimates the costs to complete each project, identifies funding sources, and sets a vision for how future budgets will be affected.

CAPITAL IMPROVEMENT PLAN PROCESS

Capital improvement ideas are compiled and presented to the Town Board on an annual basis. Through work sessions, the Board and staff prioritize projects and expenditures. The CIP guides the Town's commitment to funding capital projects in the upcoming annual budget. During the annual budget process in the spring, the first year's projects are refined and a financing plan is put into place within the budget to fund those expenditures.

FUNCTIONS OF THE CIP

Changing needs and priorities, emergencies, cost changes, mandates, and changes in technology all require the CIP to be updated annually. The Town's public facilities, streets, parks, infrastructure, equipment, etc. are constantly in need of repair, replacement, or expansion. The growing population also requires the expansion or addition of facilities and programs.

The CIP seeks to achieve the following objectives as part of the budget planning process:

- Focus attention on community goals, needs, and capabilities
- Achieve optimum use of taxpayer dollars
- Guide future community growth and development
- * Allow time for project design and the arrangement of financing
- Provide for the orderly replacement of capital items

EVALUATING PROJECTS

Requests for major capital projects are classified by both Project Type and Project Level. These categories are used to determine the prioritization of projects over the five-year period.

Project Type

- Health, Safety, and General Welfare: Project protects the health, safety, and general welfare of the community and the employees serving it.
- Maintenance and Replacement: Project provides for the maintenance of existing systems and equipment.
- Expansion of Programs and Facilities: Project enhances existing systems and programs or allows for the creation of new programs and services.

Project Level

- Level 1: Project mandated by federal or state government, project is high priority of Mayor and Town Board, project substantially reduces expenditures or increases revenues.
- Level 2: Project results in better service efficiency, project reduces operational costs, project improves workforce morale.
- Level 3: Project is not mandated, project improves the quality of life in the community.

CAPITAL IMPROVEMENT PLAN

OPERATING BUDGET IMPACTS

Capital projects can have significant impacts on an operating budget. These impacts can affect both revenues and expenditures. Expanded sources of users may result in additional revenues. Additional expenditures can include personnel and operating costs required to operate or maintain an asset. A reduction in expenditures may also occur when the project results in energy savings or operating efficiencies.

When making a long-range capital plan, it's important to include these operating budget impacts. See the details in the *Capital Improvement Plan* on the following pages for more information about which proposed projects have associated operating costs or savings.



2025-2030 CAPITAL IMPROVEMENT PLAN-FIVE YEAR FINANCIAL MODEL

Elected officials and staff have worked with the Town's financial advisor, Davenport Public Finance, to create a realistic long-term plan for capital improvement projects with identified funding sources. The goal of this process was to determine the Town's debt capacity as well as its debt affordability for proposed capital projects.

The consensus projects are shown in the graphic below in the expected year of construction. Prior year funding appropriations will be needed for design, property acquisition, etc. The financial model also incorporates the expected annual operating costs for the projects.

Fiscal Year	25-26 Construction	26-27 Construction	27-28 Construction	28-29 Construction	29-30 Construction	Future
	Campus Site \$9,056,000	Library \$ Wake Co	Town Hall \$14,730,000			Community Center
Facilities	Police Station \$12,812,000					\$13,205,000
racilities	Main Fire Station \$14,679,000					
Sidewalks			Granite Falls Blvd \$4,200,000	Rogers Rd Pedestrian Improv \$750,000		
Recreation	Farm Activation \$12,000,000					Park Expansions \$12,000,000
					Econ Dev Site \$1,500,000	
Other						

CAPITAL PROJECT BUDGETS

The Capital Improvement Plan Five-Year Financial Model on the previous page displays each project in the year of estimated construction. This chart and the project descriptions on the following pages break out those costs more discretely by fiscal year appropriation.

	2025-26	2026-27	2027-28	2028-29	2029-30	Total
CAPITAL PROGRAM EXPEND	ITURES					
FACILITIES						
Town Campus Site Development	9,056,000					9,056,000
Police Station	12,812,000					12,812,000
Main Fire Station	14,679,000					14,679,000
Town Hall		500,000	14,230,000			14,730,000
STREETS & SIDEWALKS						
Rogers Road Pedestrian Improv				750,000		750,000
Granite Falls Blvd @ Thales			2,700,000			2,700,000
Granite Falls Blvd @ BMR			1,500,000			1,500,000
PARKS & RECREATION						
The Farm Park - Activation	12,000,000					12,000,000
Community Center					500,000	500,000
OTHER						
Economic Development Site					1,500,000	1,500,000
TOTAL	48,547,000	500,000	18,430,000	750,000	500,000	68,727,000

CAPITAL PROGRAM REVENUES								
Street Restricted			4,200,000	150,000		4,350,000		
Park Restricted					500,000	500,000		
General Fund	(985,000)	500,000	(500,000)			(985,000)		
Intergovernmental	6,000,000			600,000		6,600,000		
Debt - Recreation	12,000,000					12,000,000		
Debt - General Govt	31,532,000		14,730,000			46,262,000		
TOTAL	48,547,000	500,000	18,430,000	750,000	500,000	68,727,000		

IMPACTS OF CAPITAL PROGI	RAM				
ESTIMATED OPERATING COSTS					
Town Campus Site			90,560	93,277	96,075
Police Station			128,120	131,964	135,923
Main Fire Station			146,790	151,194	155,730
Town Hall					147,300
The Farm Park - Activation			450,000	463,500	477,405
TOTAL	-	-	815,470	839,934	1,012,432



PROJECT TITLE	DEPARTMENT
Town Campus Site Development	Administration
PROJECT TYPE	PROJECT LEVEL
☐ Health/Safety/Welfare	1: Mandated or gov bd priority
☐ Maintenance/Replacement	2: Improves efficiency, reduces costs
☑ Expansion of Program/Facility	3: Improves quality of life
	1/ 1/ 1/ 1/ 1/ 1/ 1/ 1/ 1/ 1/ 1/ 1/ 1/ 1

PROJECT DESCRIPTION

Included in the costs is the acquisition of land to complete the site. This project also includes the design, engineering, and construction of roads, utilities, and other essential infrastructure on the site. The master plan for this site includes a Wake County Public Library, Police Station, Main Fire Station, Town Hall, and Community Center. This project will create pad-ready sites for the buildings identified in the master plan.

CONNECTION TO STRATEGIC PLAN

Abundant Amenities, Objective 2.4 - Proactively support plans, services, and programs that build and maintain quality community infrastructure and Town facilities.

CAPITAL BUDGET IMPACT								
Appropriations	Prior Years	Year 1 2025-26		Year 2 2026-27	Year 3 2027-28	Year 4 2028-29	Year 5 2029-30	TOTAL
Planning and Design	\$ 685,000	-	\$	-	\$ -	\$ -	\$ -	\$ 685,000
Land and Easements	1,867,000	-		_	_	_	_	1,867,000
Building and Construction	-	9,056,000		-	_	-	_	9,056,000
Equipment & Furniture	_	-		-	-	-	-	-
Other:	-	-		-	-	-	-	-
Total	\$ 2,552,000	\$ 9,056,000	\$	-	\$ -	\$	\$ -	11,608,000
Revenues								
Street Restricted	\$ -	\$ -	\$	-	\$ -	\$ -	\$ -	\$ -
Powell Bill	-	-		-	-	-	-	-
Park Restricted	-	-		-	-	-	-	-
General Fund	952,000	(685,000)	/	-	-	-	-	267,000
Intergovernmental	-	-		-	-	-	-	-
Debt/Unidentified	1,600,000	9,741,000		-	-	-	-	11,341,000
Total	\$ 2,552,000	\$ 9,056,000	\$		\$ -	\$ -	\$ -	\$ 11,608,000

OPERATING BUDGET IMPACT

		ear 1		Year 2		Year 3		Year 4		Year 5
Appropriations	2025-26		2026-27		2027-28		2028-29		2029-30	
Salaries/Benefits	\$	-	\$	-	\$	-	\$	-	\$	-
Maintenance/Utilities/Leases (est5% of const cost)				-		90,560		93,277		96,075
Other:		-		-		-		-		-
Total		_				90,560		93,277		96,075

FY25-26 FUNDING IN CIP

PROJECT TITLE	DEPARTMENT									
Police Station	Police									
PROJECT TYPE	PROJECT LEVEL									
☐ Health/Safety/Welfare	1: Mandated or gov bd priority									
☐ Maintenance/Replacement	2: Improves efficiency, reduces costs									
	3: Improves quality of life									
PROJECT DESCRIPTION										
Construct new facilities to replace the current Police Department. population grows, demand grows for staff, services, and facilities the long term needs of the Town. New facilities would accommod	that will meet									

CONNECTION TO STRATEGIC PLAN

Abundant Amenities, Objective 2.3 - Continuously provide superior public safety and fire services through strong infrastructure and programs to address current and future needs.

meeting areas, staff offices, training rooms, and other essential law enforcement



CAPITAL BUDGET IMPACT

functions.

CHITTIE BODGET IIII TICT							
	Prior	Year 1	Year 2	Year 3	Year 4	Year 5	
Appropriations	Years	2025-26	2026-27	2027-28	2028-29	2029-30	TOTAL
Planning and Design	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Land and Easements	-	-	-	-	-	-	-
Building and Construction	-	12,812,000	-	-	-	-	12,812,000
Equipment & Furniture	-	-	-	-	-	-	-
Other:	-	-	-	-	-	-	-
Total	\$ 150,000	\$ 12,812,000	\$ -	\$ -	\$ -	\$ -	12,962,000
Revenues							
Street Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Powell Bill	-	-	-	-	-	-	-
Park Restricted	-	-	-	-	-	-	-
General Fund	150,000	(150,000)	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Debt/Unidentified	-	12,962,000	-	-	-	-	12,962,000
Total	\$ 150,000	\$ 12,812,000	\$ -	\$ -	\$ -	\$ -	\$ 12,962,000

OPERATING BUDGET IMPACT

	Ye	ear 1	Year 2	Year 3	Ye	ar 4	Year 5
Appropriations	20	25-26	2026-27	2027-28	202	8-29	2029-30
Salaries/Benefits	\$	-	\$ -	\$ -	\$	-	\$ -
Maintenance/Utilities/Leases (est. 1% of const cost)			-	128,120		131,964	135,923
Other:		-	-	-		-	-
Total		_	-	128,120		131,964	135,923

ROLESVILLE, NC 68 FY 2025-26



PROJECT TITLE	DEPARTMENT								
Main Fire Station	Fire								
PROJECT TYPE	PROJECT LEVEL								
☐ Health/Safety/Welfare	☑ 1: Mandated or gov bd priority								
☐ Maintenance/Replacement	2: Improves efficiency, reduces costs								
 Expansion of Program/Facility 	3: Improves quality of life								

PROJECT DESCRIPTION

The current Main Fire Station was constructed in 1980. Analysis by Wake County shows that downtown Rolesville is the ideal location for a fire station in the district. A recent assessment of the current building revealed that the current station does not meet current fire service standards. Due to population growth in the Rolesville fire district, it is critical for the department to have an adequate base of operations for fire services. This station is projected to begin design and construction after the unification of the RRFD and the Town.

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CONNECTION TO STRATEGIC PLAN

CARITAL BURGET INABACT

Abundant Amenities, Objective 2.3 - Continuously provide superior public safety and fire services through strong infrastructure and programs to address current and future needs.

CAPITAL BUDGET IMPACT							
	Prior	Year 1	Year 2	Year 3	Year 4	Year 5	
Appropriations	Years	2025-26	2026-27	2027-28	2028-29	2029-30	TOTAL
Planning and Design	\$ 150,000		\$ -	\$ -	\$ -	\$ -	\$ 150,000
Land and Easements	-	-	-	-	-	-	-
Building and Construction	-	14,679,000	-	-	-	-	14,679,000
Equipment & Furniture	-	-	-	-	-	-	-
Other:	-	-	-	-	-	-	-
Total	\$ 150,000	\$ 14,679,000	\$ -	\$ -	\$ -	\$ -	14,829,000
Revenues							
Street Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Powell Bill	-	-	-	-	-	-	-
Park Restricted	-	-	-	-	-	-	-
General Fund	150,000	(150,000)	-	-	-	-	-
Intergovernmental	-	6,000,000	-	-	-	-	6,000,000
Debt/Unidentified	-	8,829,000	-	-	-	-	8,829,000
Total .	\$ 150,000	\$ 14,679,000	\$ -	\$ -	\$ -	\$ -	\$ 14,829,000

OPERATING BUDGET IMPACT

	Year	1		Year 2	Year 3	Year 4	Year 5
Appropriations	2025-	26	1	2026-27	2027-28	2028-29	2029-30
Salaries/Benefits	\$	-	\$	-	\$ -	\$ -	\$ -
Maintenance/Utilities/Leases (est 1% of const cost)				-	146,790	151,194	155,730
Other:		-		-	-	-	-
Total		-		-	146,790	151,194	155,730



PARKS & RECREATION FY25-26 FUNDING IN CIP

PROJECT TITLE	DEPARTMENT								
The Farm Park - Activation	Parks & Recreation								
PROJECT TYPE	PROJECT LEVEL								
☐ Health/Safety/Welfare ☐ Maintenance/Replacement	1: Mandated or gov bd priority 2: Improves efficiency, reduces costs								
Expansion of Program/Facility									

PROJECT DESCRIPTION

The construction of a multi-purpose center, playground, and open fields will allow current and new programs to grow and serve the citizens of Rolesville. In addition to improving the quality of programs, this facility will also create additional revenue with weekend rentals. This project includes initial design and engineering for basic activiation of The Farm Park site.



CONNECTION TO STRATEGIC PLAN

Abundant Amenities, Objective 2.2 - Expand and develop open space, greenways, and recreational facilities.

CAPITAL BUDGET IMPACT							
Anneariations	Prior	Year 1 2025-26	Year 2 2026-27	Year 3 2027-28	Year 4 2028-29	Year 5 2029-30	TOTAL
Appropriations	Years	 2025-20	 2020-27	 2027-28	 2028-29	 2029-30	
Planning and Design	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Land and Easements	-	-	-	-	-	-	-
Building and Construction	-	12,000,000	-	-	-	-	12,000,000
Equipment & Furniture	-	-	-	-	-	-	-
Other:	-	-	-	-	-	-	-
Total .	60,000	12,000,000	-	-	-	-	12,060,000
Revenues							
Street Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Powell Bill	-	-	-	-	-	-	-
Park Restricted	60,000		-	-	-	-	60,000
General Fund	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Debt/Unidentified	-	12,000,000	-	-	-	-	12,000,000
Total .	\$ 60,000	\$ 12,000,000	\$	\$ _	\$	\$ -	\$ 12,060,000

OPERATING BUDGET IMPACT

	Yea	ar 1	,	Year 2		Year 3	Year 4	Year 5
Appropriations	202	5-26	2	026-27	2	2027-28	2028-29	2029-30
Salaries/Benefits (est 3 staff)	\$	-	\$	-	\$	300,000	\$ 309,000	\$ 318,270
Maintenance/Utilities/Leases (est 1% of const cost)				-		150,000	154,500	159,135
Other:		-		-		-	-	-
Total		_		_		450,000	463,500	477,405

ROLESVILLE, NC 70 FY 2025-26

FUTURE CAPITAL PROJECTS

The projects in this section are anticipated in the later years of the Capital Improvement Plan.



Town Hall

Total Cost: \$14,730,000 Annual Operating: \$147,300

Construct a new facility for municipal offices and public meetings of the governing body. As the Town population grows, demand also grows for a facility that will meet the long term needs of municipal office space as well as public meeting areas.





Community Center

Total Cost: \$13,205,000 Annual Operating: \$450,000

This project is for the construction of a community center which will host a variety of cultural and athletic programming. A site for this building has been identified in the Town Campus master plan.





Rogers Rd Pedestrians

Total Cost: \$750,000 Annual Operating: n/a

This is a project to improve walkability and traffic flow along the Rogers Road corridor within the Town limits. Project will include the completion of some sidewalk gaps, as well as the installation of a signalized pedestrian crossing near the greenway at Heritage East. The Town anticipates making an application for a LAPP grant for this project.





Granite Falls Blvd @Thales

Total Cost: \$2,700,000

Annual Operating: n/a

Construction of Granite Falls Boulevard from the western edge of the Barrington subdivision to the current termination at Thales Academy. Roadway design would match existing Granite Falls Boulevard, with one lane of travel in each direction, bike lanes, and sidewalk. Cost includes design, land acquisition, and construction.





Granite Falls Blvd @BMR

Total Cost: \$1,500,000 Annual Operating: n/a

Construction of Granite Falls Boulevard from Burlington Mills Road to the western edge of the Barrington subdivision. Roadway design would match existing Granite Falls Boulevard, with one lane of travel in each direction, bike lanes, and sidewalk. Cost includes design, land acquisition, and construction.





Economic Development Site Total Cost: \$1,500,000

Annual Operating: n/a

Supports investment in the Town's future by identifying and designating land for economic development. Attracting larger commercial development to Rolesville is essential to diversify the tax base and help create local jobs. Funds could be allocated toward the purchase of land, site readiness or certification programs to assess and prepare land, or building infrastructure such as utility and road extensions.



ROLESVILLE, NC 71 FY 2025-26

CAPITAL PROJECTS ORDINANCE FOR THE TOWN OF ROLESVILLE

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 projects are hereby authorized:

Section 1.	Description	of Projects:
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Section 1. Descrip	otion of P	rojects:						
TOWN HALL HVAC T				•	t of HVAC	units at th	ne Town Hall	facility. Restates
p. 21.22.0 20.p. 20. p. 2,			. ,		Y23-24			<u>TOTAL</u>
Revenues General Fund transfe Appropriations	r			9	880,000			\$80,000
Construction				9	80,000			\$80,000
TOWN CAMPUS (pre	viously M	UNICIPAL	COMPLEX	X) The pro	ect autho	rized is sit	e acquisition	, design, and
	-						•	ct ordinance of June 4,
2024.								•
	FY20-2	<u>1</u>	<u>F</u>	Y22-23 F	Y23-24	FY24-25	FY25-26	<u>TOTAL</u>
Revenues								
General Fund transfe Loan Proceeds	r \$67,00 <u>1,600,00</u> \$1,667,00	<u>0</u>	\$4	00,000	\$50,000	\$435,000	\$100,000	\$952,000 <u>1,700,000</u> \$2,652,000
Appropriations								
Property Acquisition	\$1,667,00	0		00,000			****	\$1,867,000
Design			_		550,000	\$435,000	\$100,000	785,000
				00,000				\$2,652,000
POLICE STATION The						-		at the Town Campus
site at 406 E Young S	itreet. Am	ends previ	ous capito	al project c	rdinance	•		
_						FY24-25	FY25-26	<u>TOTAL</u>
Revenues General Fund transfe	r					\$150,000	\$970,000	\$1,120,000
Appropriations Design						\$150,000	\$970,000	\$1,120,000
MAIN FIRE STATION	The proje	ct authoriz	ed is the	design and	l preconst	ruction of	a Main Fire .	Station at the Town
Campus site at 406 E	Young Sti	reet. Amer	ds previo	us capital	project or	dinance o	f June 4, 202	4.
•	,		•	•	, ,	FY24-25	FY25-26	TOTAL
Revenues								
General Fund transfe	r					\$150,000	\$1,200,000	\$1,350,000
Appropriations								
Design						\$150,000	\$1,200,000	\$1,350,000
MAIN STREET DESIG					•		•	_
Street and realignme	ent of Burli	-		•		oital proje	ct ordinance	of April 1, 2025.
	FY18-19	FY19-20	FY20-21	FY21-22	FY22-2	3 <u>FY24-25</u>	<u>5</u>	<u>TOTAL</u>
Revenues								** * = * *
General Fund transfe	r \$200,000	\$175,000	\$228,000	\$721,500				\$2,040,500
Reimbursements	000 000	87,256		200,000		(\$48,762)	238,494
Street fees	200,000	310,000		85,000 \$4,006,500			<u>.</u>	595,000
Annropriotions	\$400,000	\$572,256		\$1,006,500		\$501,238)	\$2,873,994
Appropriations Design – Corridor	\$200,000	\$175,000	\$228,000	\$721,500	\$166,00	0 \$550,000)	\$2,040,500
Design – Corndor Design – BM Road	<u>200,000</u>	397,256	ψΖΖΟ,000	\$721,500 285,000		(\$48,762		\$2,040,500 <u>833,494</u>
Doolgii Divi Noda	\$400,000	\$572,256		\$1,006,500		\$501,238		\$2,873,994

GRANITE FALLS BLVD @THALE	S The project authorized in	is the desigr	of Granite Fal	ls Boulevard from the existing
terminus to Burlington Mills Ro		oital project	ordinance of Ju	
	<u>FY21-22</u>			<u>TOTAL</u>
Revenues				
Street fees	\$200,000			\$200,000
Appropriations	4000 000			****
Design	\$200,000			\$200,000
		-		of a greenway along Granite Falls
Boulevard, near Sanford Creek	•	•	s capital projec	t ordinance of June 4, 2024.
	<u>FY22-23</u>	FY23-24		<u>TOTAL</u>
Revenues				****
General Fund transfer	\$23,500	\$300,000		\$323,500
Appropriations	***	# 000 000		*****
Design & Construction	\$23,500	. ,		\$323,500
•	•	•	nstruction of a	permanent entrance for the Farm
Park. Restates previous capital	project ordinance of June	4, 2024.		
	FY22-23		FY24-25	<u>TOTAL</u>
Revenues				
Park fees	\$550,000		\$1,000,000	\$1,550,000
Appropriations				
Design & Construction	\$550,000		\$1,000,000	\$1,550,000
FARM PARK ACTIVATION The	project authorized is the d	lesign of an	enities and inf	rastructure for the Farm Park.
Restates previous capital projec	ct ordinance of June 4, 20	24.		
			FY24-25	<u>TOTAL</u>
Revenues				
Park fees			\$60,000	\$60,000
Appropriations				
Design			\$60,000	\$60,000
MILL BRIDGE NATURE PARK AI	MPHITHEATER The projec	ct authorize	d is the design	and construction of renovations to
the amphitheater at Mill Bridge	e Nature Park. Restates p	revious capi	tal project ordi	nance of October 8, 2024.
	·	FY23-24	FY24-25	TOTAL
Revenues				
Park fees		\$130,000	\$137,838	\$267,838
Grants – State			<u>202,162</u>	<u>202,162</u>
			\$340,000	\$470,000
Appropriations				
Design & Construction		\$130,000	\$340,000	\$470,000

Section 2. The following capital projects were adopted by previous capital project ordinances. These projects have been completed, and unspent funds will return to the original source:

<u>Project</u>	Appropriation Unspent	Original Source
Public Works Facility	(\$1,092)	Unrestricted
Rogers Road / Willoughby	\$35,084	Street fees

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

Section 4. 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.

Section 5. Copies of this capital project ordinance sl Officer, and the Finance Officer for direction in carry	
Section 6 . This ordinance becomes effective July 1,	2025.
Adopted this 3 rd day of June 2025	
	Ronnie I. Currin
	Town of Rolesville Mayor
Attest:	
	Christina Ynclan
	Town Clerk