



**Board of Commissioners  
Regular Meeting**  
December 3, 2024 – 7:00 PM  
502 Southtown Circle, Rolesville, NC 27571

## **Agenda**

1. Call to Order
2. Pledge of Allegiance and Invocation
3. Proclamation: Staff Appreciation Week
4. Nomination and Appointment of Town Clerk
5. Swearing-In of Town Clerk Christina Ynclan
6. Consider Approval of Consent Agenda
  - 8.a. Consent: Minutes of November 7th and November 19th
  - 8.b. Adoption: Board Regular Meeting Calendar for 2025
  - 8.c. Resolution Adopting a Policy Prohibiting Viewing Pornography on Town Networks & Devices
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.*
8. Town Board Liaison Reports
  - 8.a. Commissioner Alston – Veterans
  - 8.b. Commissioner Long – Public Safety
  - 8.c. Commissioner Paul – Senior Citizens
  - 8.d. Mayor Pro Tem Sneed – Planning Board
  - 8.e. Commissioner Vilga – Parks & Recreation Advisory Board
9. Communication from Town Staff
  - 9.a. Economic Development/Communications

10. Old Business

NONE

11. New Business

NONE

None

Legislative Hearing

12. Communications

- 12.a. Town Attorney
- 12.b. Town Manager
- 12.c. Town Clerk
- 12.d. Town Board

13. Adjourn



**Board of Commissioners  
Regular Meeting**

November 7, 2024 – 7:00 PM

502 Southtown Circle, Rolesville, NC 27571

## Meeting Minutes

Present: Mayor Ronnie Currin  
Commissioner D. Alston  
Commissioner Michael Paul  
Town Manager Eric Marsh  
Police Captain Richard Haynes  
Town Attorney Neill Dave Neill

Mayor Pro Tem April Sneed  
Commissioner Lenwood Long  
Commissioner Paul Vilga  
Interim Town Clerk Christina Ynclan  
Planning Director Meredith Gruber

1. [Call to Order](#)

Mayor Currin called the meeting to order at 7:01 p.m.

2. [Pledge of Allegiance](#)

The Board recited the Pledge of Allegiance as a group.

3. [Invocation](#)

Pastor Steven Moyer of Richland Creek Community Church

4. [Proclamations](#)

(Proclamations are located at the end of minutes.)

- a. Employ a Veteran Week read aloud by Commissioner Alston
- b. Diabetes Awareness Month read aloud by Mayor Currin
- c. Operation Green Light for Veterans read aloud by Commissioner Alston

5. [Consider Approval of the Agenda](#)

**Motioned by Commissioner Vilga to approve the consideration of the agenda as presented. Motion to approve seconded by Commissioner Long and carried by unanimous vote.**

6. [Consider Approval of the Consent Agenda](#)

*(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on the Consent Agenda. If a commissioner or a citizen of Rolesville or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)*

- Adopt the Minutes of October 8, 2024
- Adopt the Resolution Adopt Wake County Multi-Jurisdictional Hazard Mitigation Plan

**ACTION:**

**Motioned by Commissioner Alston to approve the consideration of the agenda as presented. Motion to approve seconded by Commissioner Paul and carried by unanimous vote.**

#### **7. [Public Invited to be Heard](#)**

The following citizens provided comments:

Brooke Dickhart, 822 S. White Street, Wake Forest

Mayor Currin requested that she save her comments for the New Business Item to be addressed later in the meeting.

Corrina Stipp, Senior Specialist Realtor, did not provide an address.

Ms. Stipp wanted to share with the Board how important and needed this vision is for seniors because of the price point, well-planned community, and great addition to the Rolesville community.

#### **8. [Town Board Liaison Reports:](#)**

##### **[Commissioner Dan Alston – Veterans](#)**

November Military Anniversaries and Observances:

- Marine Corp Birthday on 11/10/1775.
- Veterans Day on 11/11/2024. The Town partnered with Veterans Helping Veterans and The Garden Club to host the Veterans Day Celebration. The celebration is to be held at the Town Hall with lunch to follow. All are welcome to attend.
- The National Military Family Appreciation Month is November.
- Commissioner Alston was the emcee for The Joel Fund Groundbreaking Ceremony on 11/03/24. Congressman Deborah Ross, Wake County Commissioners and Mayor Currin attended.
- Veterans Helping Veterans hosted the first Veterans Resource Fair at the Rolesville Community Center on 11/01/24. The next event will be held in Zebulon.
- Operation Green Light is observed by the Town of Rolesville through this month.
- The US Environmental Protection Agency held a Veterans Day Observance meeting on 11/07/24.
- Wake County Council, Veterans Organization, hosted an Anniversary Ceremony, the location of the event was Raleigh State Capital Building, 1 E. Edenton Street, Raleigh.
- NC District 2 Annual Veterans Briefing with Congresswoman Deboah Ross was held at Wake Tech Community College on 11/07/24.

##### **[Commissioner Lenwood Long – Public Works](#)**

- The Rolesville Police Department will partner with the Northern Community Food Security team, which includes representatives from Parks and Recreation for next month's Holiday Meal Giveaway, see the town website for additional information.
- The Shop with a Cop registration opened for applications and the deadline ends on November 24<sup>th</sup>, see the town website for more information.
- The Police Department recently hired Officer Daniel O'Connor on 11/01/24
- Police officers participated in Halloween safety, and it was a success.
- The Internet Exchange Safe Zone located in the side parking lot of 204 Southtown Circle, is a safe place to exchange internet purchases.
- The Rolesville Fire Department is moving forward with the RFD unification process. Town Manager Eric Marsh and HR Director Lisa Alton held a meeting with the department to discuss hours and salary.

### Commissioner Michael Paul – Senior Citizens

- The Senior Advisory Committee is almost full.
- Upcoming senior citizen events are posted on the town's website.
- The Candy Cane Stroll will be held at Triangle Town Center on 12/07/24.
- Parks and Recreation will be hosting a Senior Trip to Danville Casino on 12/19/24.
- Request for proposals for the parcel land behind the town hall and received 7 proposals. 2 are senior affordable rental proposals, and 1 was affordable senior community housing and the payments are fixed for the life of the resident. Senior Advisory Committee is considering the proposals
- Request application and ANX for the Merritt Farms 150-acre parcel proposing age restriction

### Mayor Pro Tem April Sneed – Planning Board

- There was not a meeting for the Planning Board during the month of October.
- The Planning Board will be participating in the joint work session on November 19<sup>th</sup>.

### Commissioner Paul Vilga – Parks & Recreation Advisory Board

- Farm entrance update reviewed by P&R Board
- PARAB reviewed and approved interview questions to be used for Tree Board applicant interviews
- Merritt Property was reviewed by the board
- There will be a Sanford Creek Sewer project in fall 2025 that will affect access

### Mayor Ronnie Currin

Mayor Currin wanted to bring attention to the Board regarding the passing of the Library Bond on Election Day. He took a moment to acknowledge the late Mayor Frank Eagles, who had worked tirelessly throughout his 12 years as mayor to secure a library for the town. Mayor Currin expressed his belief that Frank would have been thrilled to see the bond's approval, as it marked a dream he had championed for so long. Notably, the last Wake County Bond was passed in 2007, the same year Frank was first elected as mayor, and it has taken 17 years for this vision to finally become a reality. Mayor Currin also praised the dedicated efforts of the town staff, emphasizing how excited he was about the success of this important project.

## 9. Communication From Town Staff

Human Resource Director Lisa Alston provided a presentation titled *"Under Construction - A Sign of the Times"*, offering an update on various key areas of the organization. Her presentation covered employee leadership development, organizational culture, team dynamics, and strategic planning. Through this update, Lisa highlighted the ongoing efforts to strengthen and evolve these critical aspects of the workplace, ensuring alignment with the town's overall goals and vision for the future.

Finance Director Amy Stevens gave a presentation and update on the current projects within the Finance Department. The presentation covered several key areas, including the department's core values and specific ongoing initiatives. She provided updates on police paid overtime, fax line alternatives, cashier procedures, and the Amazon account. Ms. Stevens also discussed vendor payments, the implementation of new software, and improvements to the online portal. Additionally, she highlighted the process of email tenant changes, outlining how these initiatives contribute to the department's overall efficiency and service improvement.

## 10. Old Business

**Mayor Currin opened the legislative hearing at 7:52 p.m. and took a staff report provided by Planning Director Meredith Gruber.**

[Continuation of a Continuation Legislative Hearing\(s\): REZ-24-01 & ANX-24-02-Merritt Tract](#)

The continuation of the legislative hearing for REZ-24-01 & ANX-24-02, concerning the Merritt Tract, was discussed during the last Town Board meeting. Planning Director Meredith Gruber provided an update covering the topics discussed in the October 22nd Town Board Work Session. The legislative hearing, originally held on September 17, 2024, was continued to October 22, 2024, and then again to November 7, 2024. The applicant is expected to respond to the issues raised during the Town Board meeting on October 22, 2024.

Attorney Thom Johnson, with Williams Mullen in Raleigh, NC, presented the applicant's Q&A and reviewed the changes made to the proposed project. These adjustments were made in response to concerns raised by the Town Board. The topics addressed included the Concept Site Plan, Park Land, Land Use, Seniors 55+ Communities, Housing Affordability, Traffic, Lake Serenity, Sewer Line, and Stormwater Runoff. Mr. Johnson outlined that, if approved, the project could meet the proposed conditions, and he was available to address any further questions from the Board.

Commissioner Long wanted clarification from the applicant on the sewer line map as a visual for the citizens. Mr. Johnson's response was that the sewer easement requires no condemnation with the new proposal.

Commissioner Vilga stated that he noticed the parkland has changed since the previous proposal. The applicant responded with they will work with the town and create and develop some amenities that are consistent with the town's vision.

Commissioner Vilga stated that he has an issue with the traffic of location and seniors 55+ versus 65+ wasn't a clear answer from the presentation. The applicant stated that there isn't not as much traffic due to walking, biking and golf carts for the age group.

The price point for seniors 55+ and over is what the community is looking for within the market is in this age group.

Commissioner Alston requested the applicant to elaborate more on runoff issues with Lake Serenity. The applicant responded that there is mutual agreement with the residents and handling the runoff sediment concerns.

Mayor Pro Tem Sneed wanted to respond that she researched the needs of the seniors 55+ and over population and has concerns about traffic but sees both pros & cons to the project and thanked the applicant for his time and presentation.

Commissioner Vilga had a final question. Will a traffic light be installed on Fowler Road? Mr. Peach stated it is worth a conversation with DOT for a traffic signal to be installed at the Fowler Road intersection.

Mayor Currin questioned how outdated is the provide NCDOT data on land use in the Fowler Road location? Mr. Peach stated the manual published by the Institute of Transportation Engineers data was last updated during the pandemic.

**There being no further questions by the Board, Mayor Currin closed the Continuation of a Continuation Legislative Hearing(s): REZ-24-01 & ANX-24-02-Merritt Tract at 8:35 p.m.**

**ACTION:**

**Motioned by Commissioner Long to approve to adopt rezoning REZ-24-01 – Merritt Property. Seconded by Commissioner Paul and carried by a unanimous vote**

**Motioned by Commissioner Paul to adopt a Plan Consistency Statement and Statement of Reasonableness for REZ-24-01, Seconded by Commissioner Long and carried by a unanimous vote.**

**Motioned by Mayor Pro Tem Sneed to approve the Voluntary Annexation Petition received under G.S. 160A-31 for ANX-24-02 -Merritt Property. Seconded by Commissioner Paul and carried by a unanimous vote.**

The Board took a ten-minute break at approximately 8:35 p.m. and reconvened at 8:45 p.m.

#### **11. [New Business](#)**

The FY23-24 Audit Presentation – Planning Director Amy Stevens gave a summary covering the current FY24-25 General Fund, and Capital Funds. Ms. Stevens introduced the Presenter April Adams of Cherry Bekaert LLP, provided findings from the FY23-24 financial statements and audit. A bound copy of the financial statements was provided to the board for review.

#### **[Legislative Hearing: ANX – 1413 Forestville Road](#)**

**Mayor Currin opened the legislative hearing at 9:13 p.m. and took a staff report provided by Assistant Planning Director Michael Elabarger**

Assistant Planning Director Michael Elabarger provided a staff report on ANX-1413 Forestville Road. This is a voluntary annexation process initiated by landowners to join the town city limits and acquire city services, legislative hearing required by G.S.160-A-31.

#### **ACTION:**

**Motioned by Commissioner Vilga to approve the ANX-24-04, 1413 Forestville Road Annexation received under G.S. 160A-31; Seconded by Long and carried out by a unanimous vote.**

#### **[Legislative Hearing\(s\): REZ-23-05 & ANX-23-04 Scarboro Apartments](#)**

**Mayor Currin opened the legislative hearing at 9:25 p.m. and took a staff report provided by Assistant Planning Director Michael Elabarger.**

Mr. Elabarger introduced the applicant, Worth Mills with Longlief Law Partners, 4509 Creedmoor Road, Suite 302, Raleigh, NC. Mr. Mills represented the following group: Matthew and Barbara Shuey, Kenyon Burnham and Peter Crossett with KDM Development and Courtney McQueen with Quinty.

Mr. Mills provided a presentation overview of REZ-23-05 that covers current zoning versus proposed zoning, mixed use community development that is consistent with the Town's vision. The emphasis covered the Main Street Revitalization project. Mr. Mills touched upon the existing conditions of property frontage, uninhabitable homes, wooded areas in the SE corner area of S. Main and providing street connections to walk bike or ride. The current zoning offers a variety of commercial or mixed-use zoning districts along S. Main St. between Rogers Rd. and Young St.

Commissioner Paul had some questions for Mr. Mills after his presentation.

- How many parking spaces are allocated for the Cobblestone apartments? Mr. Mills wasn't sure.
- How many parking spaces are there for the Scarboro Apartment project? The response from Mr. Mills, 420 parking spaces.

- How many commercial spaces versus apartments are in the town center, and why is it labeled a town center? Mills responded that Cobblestone has more frontage space for commercial use along Main Street as opposed to Scarboro Apartments. There is more visibility and frontage along Cobblestone.
- When will this connector road be fully functional? It has been conditioned with the C.O. within the development. It is in the list of zoning conditions and must be constructed before the full development is completed.
- Where does the building stop is the road is not complete by how many units?

Mr. Mills response was that he needed to find the zoning conditions as he didn't have the information currently.

Commissioner Paul wanted to express to the applicant concerns with the number of apartments and problematic traffic because of a two-lane road in Main Street.

### [Public Invited to be Heard](#)

The following citizens provided comments:

Brooke Dickhart, 822 S. White Street, Wake Forest

She wanted to ask the Board to consider the Scarboro Apartments and the opportunity of apartments for that will be available for veterans.

Commissioner Vilga asked about age restricted living and veteran's specific area for the project. The response was the importance of the building needed to be filled first before that can be addressed.

Commissioner Long asked what was the square footage for commercial use? The response was 10,000-20,000 square feet for commercial use. What about the workforce and affordability? There are some options available for the workforce of teachers and first responders.

Commissioner Paul asked why the surrounding areas of apartments are vacant in other towns like Wake Forest. The applicant's response is there will be a significant increase in demand for apartment living in the future. There could be a housing crisis in the next 10 years, and it will make it more attainable.

Commissioner Alston wanted to know how much the cost is going to be for rental apartments. The applicant's response was the cost somewhere between \$1600-2300 per month.

Mayor Pro Tem Sneed: She had some concern about the density of the project an example given of 12 units per acre and the comprehensive plan and traffic along Main Street.

Mayor Currin asked if anyone else wanted to speak on this item.

### [Public Invited to be Heard:](#)

The following citizens provided comments:

Cathy Mckee is the owner of 104 Glenn Circle, Rolesville. She has concerns over the massive apartment project and traffic.

Betty Abernathy is a resident at 108 Glenn Circle, Rolesville. She has concerns about the traffic and the road being so close to the proposed development but wanted to thank the developers for meeting with the residents on Glenn Circle.



Matt Peach went over the traffic concerns on Perry Street & Main St during the hours of am and pm. Mr. Peach also mentioned the traffic feedback on the proposed Young St. connectors. The most efficient connector was Young St., and the 401 Bypass would help alleviate traffic. There are other options to consider later.

Kenyon Burnham reiterated to the Board in either consider moving forward with the project or consider offering a deferment at a later, as this is the 5<sup>th</sup> year process in effort. The Assistant Planning Director responded with no further information from staff.

**ACTION:**

**Motioned by Commissioner Alston to deny Rezoning request REZ-23-05 for subject property, seconded by Commissioner Paul, carried by a unanimous vote.**

**12. [Communications](#)**

Town Attorney Dave Neill

- The Wake County Affordable housing division was willing to participate in providing affordable housing for private development. The town doesn't have housing authority or staff to handle this type of housing project, but the wake county and its new staff along with the attorneys involved came to an agreement. If this opportunity is brought to the table again we may have a partnership with Wake County for affordable housing and the town's zone's authority.
- The town has acquired the last 2 easements on Williams St. Attorney wanted to thank the mayor for his assistance in the resolution process.
- Wood's litigation is set for mediation, but the opposing attorney has been replaced with a new attorney. The new attorney has requested more time to get up to speed. The town does own the property for clarification.

Town Manager Eric Marsh

The Town Manager informed everyone about the Urban Plan for Public Officials Meeting held in Raleigh on 11/08/24, thanks to the Triangle Community Coalition and Urban Institute for hosting this event.

Town Board

Mayor Currin reminded everyone of an upcoming Veteran's show with special guests, Brooke Dickhart discussing the Joel Fund Center for veterans and retired LTC ROTC veteran, Claude Clark who will discuss the future of veterans.

**13. [Adjourn](#)**

**There being no further business before the Board, Mayor Currin adjourned the meeting at 10:37 p.m.**

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.

**Proclamation of the Town of Rolesville**

## **EMPLOY A VETERAN WEEK**

**WHEREAS**, for more than 200 years, our communities and our state have been built with the help of veterans who served their country during peace and war to keep democracy safe; and

**WHEREAS**, North Carolina is home to nearly 800,000 veterans, whose technical skills, strong work ethic, leadership and experience with teamwork make them an invaluable segment of the workforce; and

**WHEREAS**, in 2024, North Carolina is celebrating 50 years of partnering with what is now known as the Jobs for Veterans State Grants (NSG) program through the U.S. Department of Labor, which supports employment and training services provided by professionals based at NCWorks Career Centers across the state; and

**WHEREAS**, the State of North Carolina has developed a variety of tools to help veterans find jobs and training, including the NCWorks Veterans Portal, located at [veterans.ncworks.gov](https://veterans.ncworks.gov); and

**WHEREAS**, the State of North Carolina collaborates with North Carolina For Military Employment (NC4ME) and other organizations to connect veterans with employers that are looking to hire; and

**WHEREAS**, employment services are among the resources provided to participants in North Carolina's nationally recognized Veterans Treatment Courts, which enhance public safety while promoting reentry and rehabilitation for veterans who are justice-involved; and

**WHEREAS**, the State of North Carolina encourages companies to provide employment opportunities to veterans already in the workforce and those transitioning out of military service; veterans have valuable skills and experience gained in the military that are highly transferable to new careers in high-demand fields; and

**WHEREAS**, the State of North Carolina benefits from the service of numerous veterans as state employees; and

**WHEREAS**, North Carolina's "First in Talent" plan emphasizes the importance of expanding upon programs that help veterans transition to the civilian workforce and overcome barriers, so that their diverse talents and skills can contribute to a thriving, innovative economy; and

**WHEREAS**, the State of North Carolina remains committed to making our state the most veteran and military-friendly state in the nation and the premier choice for veterans looking for a place to work and live;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the Town of Rolesville do hereby proclaim November 11 -15, 2024, as "**EMPLOY A VETERAN WEEK**" in North Carolina, and commend its observance to all citizens.

**Adopted on this 7<sup>th</sup> day of November 2024**

## **DIABETES AWARENESS MONTH**

**WHEREAS**, an estimated 38 million people in the United States have diabetes, a serious disease with no cure, and more than a million adults report having been diagnosed with diabetes by a health

care professional in North Carolina, and more than 50,000 in our state are diagnosed with diabetes annually; and

**WHEREAS**, while diabetes is the seventh-leading cause of death in North Carolina, approximately one in five of the people with diabetes do not know they have the disease; and

**WHEREAS**, complications from diabetes include heart disease, stroke, blindness, kidney disease, hearing loss, and amputation; and

**WHEREAS**, racial and ethnic minority populations in North Carolina have an increased risk for developing type 2 diabetes; and

**WHEREAS**, more than one in three North Carolinians may have prediabetes, a condition that puts them at greater risk for developing type 2 diabetes; and

**WHEREAS**, type 2 diabetes accounts for approximately 95 percent of diagnosed diabetes cases in adults in the United States, type 2 diabetes can be prevented or delayed through participation in a diabetes prevention lifestyle change program; and

**WHEREAS**, North Carolinians can visit the [DiabetesFreeNC.com](http://DiabetesFreeNC.com) website to find out if they are at risk for the disease; those living with diabetes can visit the [DiabetesMangementNC.com](http://DiabetesMangementNC.com) website to find a diabetes self-management education and support service near them; and

**WHEREAS**, an increase in community awareness of risk factors and symptoms related to diabetes can improve the likelihood that people with, or at risk for, diabetes will get the attention they need before suffering the devastating complications;

**NOW, THEREFORE**, BE IT RESOLVED THAT, I, Ronnie Currin, Mayor of Rolesville, do hereby proclaim November 2024, as “**DIABETES AWARENESS MONTH**” in the Town of Rolesville, and commend its observance to all citizens.

**Adopted on this 7<sup>th</sup> day of November 2024**

## **Supporting Operation Green Light for Veterans**

WHEREAS, the residents of the Town of Rolesville have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, the Town of Rolesville seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, the Town of Rolesville appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted; therefore be it

RESOLVED, with designation as a Green Light for Veterans Town, the Town of Rolesville hereby declares from November 4<sup>th</sup> through Veterans Day, November 11<sup>th</sup> 2024 a time to salute and honor the service and sacrifices of our men and women in uniform transitioning from active service; therefore, be it further

RESOLVED, that in observance of Operation Green Light, the Town of Rolesville encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence from November 4th through the 12th, 2024.





Joint Work Session of  
the Board of  
Commissioners and  
Planning Board

**November 19, 2024**

**6:00 p.m.**

**Meeting Minutes**

Present: Mayor Ronnie Currin  
Commissioner D. Alston  
Commissioner Michael Paul  
~~Town Manager Eric Marsh~~  
Police Captain Richard Haynes  
Town Attorney Neill Dave Neill

Mayor Pro Tem April Sneed  
Commissioner Lenwood Long  
Commissioner Paul Vilga  
Interim Town Clerk Christina Ynclan  
Planning Director Meredith Gruber  
Planning Board Members

1. [Call to Order](#)

Mayor Currin called to order at 6:01 p.m.

2. [Consideration of Agenda 6:02pm](#)

**Motioned by Commissioner Paul Vilga to approve the consideration of agenda, seconded by Mayor Pro Tem April Sneed and carried by unanimous vote.**

3. [UNC Rex Presentation to Rolesville \(Presenter Emily Ziegler\)](#)

Emily Ziegler, Executive Director at UNC Health, presented their growth plans for Northern Wake community area on behalf of both UNC Health and UNC Rex. The presentation covered UNC Health's future proposal, a visual of the conceptual model of the building. The next steps of the application were scheduled on October 18<sup>th</sup> for the public hearing, following plans for the Spring of 2025.

#### 4. [Presentation of Draft: Affordable Housing Plan – TPMA, Inc.](#)

Presented by Thomas P. Miller and Associates (TPMA), the Town's consultants Mr. Finley and Mr. Ben Helkowski of Housing and Community Development, provided a presentation and update on the Affordable Housing Plan. The presentation covered project overview and key findings along with goals established for the town based on strategic planning and identifying affordable housing.

This was a 12-month project that covered engagement overview and key findings:

- Rapid population growth,
- Barriers to affordability,
- Lack of rental,
- Imbalanced housing stock,
- Lack of rental housing,
- Barriers to building variety
- Future Housing Demand
- SWOT: strength, weaknesses, opportunities and threats
- 

The goals established for the town:

- Goal 1: Plan for the future of housing
- Goal 2: Diversify the housing mix
- Goal 3: Focus efforts on developing a housing ecosystem

The next steps will cover a public comment period to be posted online and finalize the design and report.

The consultants Mr. Finley and Mr. Ben Helkowski asked if anyone had any questions.

The Planning Board requested more details on the public comment posted online and what does it entails in the next steps.

Mike Moss wanted to comment on the section covered regarding the roadblocks of development. He expressed the previous adoption of lot sizes that the Board needs to decide where they want to be and what the final decision is with lot size and LDO.

Mayor Currin followed up with Mr. Moss' statement and posed a question to the consultants on lot sizes and affordability.

Mr. Finely, gave a response to the question that the usage of the land and developers not receiving a return on investment based on the cost of producing a building. The smallest lot and size of a home is a key factor in the cost to develop and build affordable housing.

Commissioner Vilga posed the question, how does a developer make housing affordable in the Rolesville community?

Consultant Mr. Finley responded that a possible solution to consider was because the cost of construction has risen, there could be flexibility on waiving fees for developers and allowing more homes on smaller lots. Cluster development offers building things closer together which therefore creates more opportunities to build affordable housing. The outcome if that is it is still expensive to build a home and there's real challenges in building affordable housing. He made a point for the Board to consider when going in the direction of variety housing types through local smaller scale developers.

Mayor Currin agreed with Commissioner Vilga that reducing the size of the lot does not mean that it will reduce the housing price.

Commissioner Vilga gave an example of building homes from his perspective on the process. The biggest issue is not having enough housing diversity in Rolesville, and not seeing any changes in the future.

Commissioner Paul expressed another factor to think about was if they eased restrictions on developers in the town, it would also increase the population and density. The town doesn't have the infrastructure to support high density population. The Board just recently rejected an apartment complex based on not having the capacity to handle traffic. Single family homes may be the best option for the town.

Mayor Currin posed the following questions to the Town Attorney Neill. Can the town reduce the lot size but have stipulations? Can the town do it indirectly through low-income tax communities to be incentivized? Can the town make a developer sell homes for less than the market value?

The Town Attorney Neill provided the biggest problem with affordable housing is that developers will sell the unit for a lower price based on income but then the seller can turn around and sell the home later for at market value. There is not an established long-term affordability. The question to ask, can local government create a system in the market at large to outbuild the market and drive the prices down?



Mr. Finley responded that rapidly growing areas that cannot meet that demand for building homes fast enough to match the growth of the population then housing prices will continue to rise because of high demand.

Commissioner Paul responded by using the example of the Town of Wake Forest building 7000 thousand apartments in the past several years and has met tons of availability for the rapid growth of the work force.

Commissioner Alston made a statement that everything circles back to the price point regarding the presentation and report findings. He stated the cost of rental housing in Rolesville and lack of affordable housing for seniors and young people. How can the town fix that dilemma?

Mr. Finley responded with that a housing life cycle. A variety of housing could be a benefit for the community, smaller homes, cottage communities, one story homes that are more affordable homes. The variety of homes makes good starter homes for the young people and downsizing for seniors makes a relatable to sustainability.

Commissioner Paul stated the issues are particularly for people who struggle because they have not amassed a lot of money, and it affects the seniors. Community.

Mr. Finley responded that bringing housing prices down to the social security income level of affordability housing the town of Rolesville could create subsidies to be considered innovative. The town will need to figure out what the targets are, and the future needs of the community.

Mayor Currin wanted to make a point that Raleigh has districts with goals of 15% for housing affordability. He also stated that it is legal.

The Town Attorney Neill stated that it is legal but shared his perspective of hypotheticals on zoning scenarios and the comprehensive planning that call for business parks, high density residential etc. The town has a ton of discretion on this matter.

Mayor Currin commented on cases of affordability in units in the community. He posed a question to the Town Attorney Neill, is it possible to have a goal, legally, requiring developers to include 10% affordable housing in the future building of Rolesville?

Town Attorney Neill responded that it is legal to have a town wide goal to help guide the development community. He gave some examples of affordable housing using the ranch homes in the town area.

Mayor Currin posed a question to the Town Attorney Neill. Is it legal to say to a developer that if building 500 houses that 10% of the homes must be 1200 square feet?

Town Attorney Neill admitted that he didn't have an answer to the question at this time. Diversity of housing stock and the goal on zoning is not objectionable and should be legal to define what the town means.

Mr. Finley restated the presentation goals: Plan for the future of housing, Diversify the housing mix and Focus efforts on developing a housing ecosystem as a response. He noted that currently the town is permissive on large structures but less so on smaller structures and this dampens the opportunities to move forward with building smaller structures at the current time.

Mayor Currin asked if anyone else had any questions. No one had any questions.

Planning Director Meredith Gruber wanted to clarify the draft housing plan will be posted on the town website so the community can view it easily.

## 5. [Land Development Ordinance \(LDO\) Upcoming Text Amendments](#)

Director Meredith Gruber and the Planning staff provided a brief explanation of the following potential LDO Text Amendments and seek feedback from the Board on the section topics provided as a collaboration between the two groups:

### Section 3: Residential Dimensional Standards

#### o New Zoning District(s)

Planning staff would like to take a deeper dive into potential gaps and analyze text amendments and come back to the Board with the data/research at another date.

#### • Section 3: Infill development within the Main Street Corridor

This topic was discussed at the last meeting on the Joel Fund property. A suggestion was made by the Planning Board of Performance standards that can apply to downtown, redevelopment with buffering without taking up so much space including feedback from the adjoining property owners as well.

- Section 4 or others: Overlay Districts (proposal by Derek Versteegen)

- Environmental, Historical, Downtown

Mr. Versteegen gave more detailed information to the proposal and answered the questions of the Board. Environmental aspects to restrict the density of having a zoning area that allow 1 acre to 1.5 acres. An example given of a historical area was the Jonesville area to include a historical preservation committee. A Downtown example was visual concept that implements signage conformity

- Section 5: Allowance of Government Facilities in all zoning districts  
Example given of allowing a police or fire substation that would require rezoning not required.
- Section 6.1: Signage within the Main Street Corridor (proposed by RDDA Appearance Committee) An example suggestion was a key point of downtown emblem visually to tie the town together.
- Section 6.2: Performance standards for perimeter buffers and applicability of the Tree Ordinance. Keep existing trees rather than building a wall on property lines. The Parks and Recreation staff, Eddie Henderson is working on a one sentence statement to add to an ordinance in order to keep the tree city status.
- Section 6.5: Residential fence height. A fence height violation by a resident of 8ft instead of keeping in the 6ft ordinance. A variance possibility was discussed by the Board to cover the height and fencing material. There are no fence permits currently. A suggestion for implementing fence permits is to start with a subcommittee.
- Crooked Creek subdivision issues and letters are to be sent by the Planning Department.

## 6. [Walkability, Density, and Dimensional Standards Discussion](#)

Planning Director Meredith Gruber and the Planning staff provided a presentation on the purpose of the joint discussion between the Town Board of Commissioners and the Planning Board. The presentation provided different examples of housing with varying densities and dimensional standards to open the topic of discussion. Some of the examples explored included Heritage East, Villages of Rolesville, Bedford Falls in Raleigh, Wendell Falls in Wendell, Holding Village in Wake Forest, and Willows at Traditions in Wake Forest. In addition, staff received feedback from the Town Board and Planning Board about what is working well, and what may be missing from Rolesville's residential developments.

The joint meeting between the Town Board and Planning Board addressed the vision of a walkability concept of residential developments in Rolesville. Walkability: focuses on making it easy and safe to walk in the community.

Mr. Versteegen wanted to consider the timeframe of what is decided as walkable such as the location examples of sidewalks, greenways, and amenities at the main street corridor. The group is looking for definitions of “walkability” for the town and its purpose. A suggestion was made to get input from the Downtown Committee and Parks and Recreation.

Director Gruber wanted the Board to consider of a walkable place to a person’s third place. The definition of walkable “third place” is a favorite establishment that knows the regular patron. Density: standards specify the maximum number of units per acre for various zoning districts, from 2 units in Residential Low to 20 in Town Center.

Mr. Moss stated that the density and dimensional portion of the presentations show more diversity to meet the appeal of someone that wants different lot sizes to meet different price points in the housing market. Dimensional Standards: cover building height, setbacks, and lot sizes with set minimums.

Planning Director Gruber informed the Board of the next Building Text Amendment will be addressed in the December 3<sup>rd</sup> Town Board of Commissioners Meeting.

The Board of Commissioners will consider a general commercial text height increase with the discretion to be further discussed after listening to the Planning Board expressing their views on text height on commercial development.

Mayor Currin asked if anyone had any final thoughts from the Planning Board.

Frank Pearce wanted to know if the rumors about the Main Street Project were not completed until 4-6 months. He wanted the support of the Board by allowing the Fire Department to have temporary access to the Main Street intersection. He gave suggestions for adding a stop sign to the location or moving the barricades when they have a call for service, and this will help eliminate the fire trucks from driving through the Perry Street location. Mayor Currin will discuss this further with the Town Manager.

7. [Adjourn](#)

With no further business to discuss, the Mayor Currin adjourned the meeting at 8:54 p.m. Duly approved in open session this 19<sup>th</sup> day of November 2024.



**2025 Rolesville Board of Commissioners  
Business and Work Session Meeting Schedule  
1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 6:30 P.M.  
(Please note this schedule is subject to change)**

- January 7, 2025 - Town Board Regular Meeting – 6:30 p.m.
- January 21, 2025 - Town Board Work Session – 6:30 p.m.
- February 4, 2025 - Town Board Regular Meeting - 6:30 p.m.
- February 18, 2025 - Town Board Work Session - 6:30 p.m.
- March 4, 2025 - Town Board Regular Meeting – 6:30 p.m.
- March 18, 2025 - Town Board Work Session – 6:30 p.m.
- April 1, 2025 - Town Board Regular Meeting - 6:30 p.m.
- April 15, 2025 - Town Board Work Session – 6:30 p.m.
- May 6, 2025 - Town Board Regular Meeting – 6:30 p.m.
- May 20, 2025 - Town Board Work Session - 6:30 p.m.
- June 3, 2025 - Town Board Regular Meeting – 6:30 p.m.
- June 17, 2025 - Town Board Work Session - 6:30 p.m.
- July 1, 2025 - Town Board Regular Meeting - 6:30 p.m.
- July 15, 2025 - Town Board Work Session - 6:30 p.m.
- August 5, 2025 - Town Board Regular Meeting - 6:30 p.m.
- August 19, 2025 - Town Board Work Session – 6:30 p.m.
- September 2, 2025 - Town Board Regular Meeting - 6:30 p.m.
- September 16, 2025 - Town Board Work Session - 6:30 p.m.
- October 7, 2025 - Town Board Regular Meeting – 6:30 p.m.
- October 21, 2025 - Town Board Work Session – 6:30 p.m.
- November 6, 2025 - Town Board Regular Meeting - 6:30 p.m.
- November 18, 2025 - Town Board Work Session - 6:30 p.m.
- December 2, 2025 - Town Board Regular Meeting – 6:30 p.m.
- December 16, 2025 - Town Board Work Session - 6:30 p.m.

## TOWN OF ROLESVILLE

RESOLUTION ADOPTING POLICY PROHIBITING VIEWING PORNOGRAPHY ON  
TOWN NETWORKS AND DEVICES

Whereas, the North Carolina General Assembly has enacted a new statute, N.C. Gen. Stat. § 143-805, in Session Law 2024-26, which requires local governments to adopt a policy prohibiting employees, elected officials, and appointees from viewing pornography on Town networks and devices; and

Whereas, the policy adopted by the Board of Commissioners must state the disciplinary action to be taken for a violation of the policy;

NOW THEREFORE, BE IT RESOLVED that the Town of Rolesville adopts the following policies regarding the viewing of pornography on Town networks and devices. The following policies amend the Town Personnel Policy, Article V., and shall be incorporated into the training of employees, elected officials, and Town official appointees:

(Section14) *Viewing or Saving Pornography Prohibited.*

(1) Definitions:

(i) *Appointees* shall mean persons appointed by the board of commissioners to serve on any board, commission, committee, authority or similar body created by the board of commissioners or by statute.

(ii) *Device* shall mean any cellular phone, desktop or laptop computer, or other electronic equipment capable of connecting to a network.

(iii) *Network* shall mean any of the following, whether through owning, leasing, maintaining, or otherwise controlling: the interconnection of communication systems with a computer through remote or local terminals, or a complex consisting of two or more interconnected computers or telephone switching equipment; internet service; and internet access.

(iv) *Pornography* shall mean any material depicting sexual activity with *material* and *sexual activity* to mean as defined in G.S. 14-190.13.

(2) The viewing or saving of pornography by employees, elected officials, or appointees on or to any device owned, leased, maintained, or otherwise controlled by the Town is prohibited.

(3) Any employee, elected official, or appointee with pornography saved to a device owned, leased, maintained, or otherwise controlled by the Town shall remove, delete, or uninstall the pornography no later than January 1, 2025.

(4) Employees of the Town of Rolesville are prohibited from viewing pornography on any network of the Town.

(5) This subsection shall not apply to an official or employee that is engaged in any of the following activities during that official's or employee's official duties:

- (i) Investigating or prosecuting crimes, offering or participating in law enforcement training, or performing actions related to other law enforcement purposes.
- (ii) Identifying potential security or cybersecurity threats.
- (iii) Protecting human life.
- (iv) Establishing, testing, and maintaining firewalls, protocols, and otherwise implementing this section.
- (v) Participating in judicial or quasi-judicial proceedings.

(6) Annually, no later than August 1 and in the format required by the State Chief Information Officer, the Town shall report information to the State Chief Information Officer on the number of incidences of unauthorized viewing or attempted viewing of pornography on the Town's network; whether or not the unauthorized viewing was by an employee, elected official, or appointee of the Town; and whether or not any of the unauthorized viewing was on a device owned, leased, maintained, or otherwise controlled by the Town.

(7) Any violation of this subsection by an employee who is not an elected official or appointee shall constitute grounds for disciplinary action up to and including termination of employment. Any violation of this subsection by an appointee shall constitute grounds for removal of the appointee from office.

Adopted this 3<sup>rd</sup> day of December 2024.

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Ronnie I. Currin  
Town of Rolesville Mayor

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Christina Ynclan  
Town Clerk