



Chatham County, NC

Meeting Minutes

Board of Commissioners

Monday, March 17, 2025

1:00 PM

Historic Courthouse Courtroom

Work Session - 1:00 PM - Historic Courthouse Courtroom

Present: 5 - Chair Karen Howard, Vice Chair Katie Kenlan, Commissioner David Delaney, Commissioner Franklin Gomez Flores and Commissioner Amanda Robertson

CALL TO ORDER

Chair Howard called the meeting to order at 1:04pm.

ADJUSTMENTS AND APPROVAL OF WORK SESSION AGENDA

Chair Howard asked for any adjustments to the work session agenda, then called for a motion to approve.

This was approved

RECOGNITION OF RETIREES

[25-0065](#)

Recognize Retirees Miranda Moore

Chair Howard invited retiree Miranda Moore forward and read the following statement: Miranda Moore was hired on December 11, 1995 as Processing Assistant III at the Chatham County Department of Social Services. She was promoted to Income Maintenance Caseworker I in 1996, to Caseworker II in May of 1997 and reclassified to Employment Case Manager in 2003. Miranda was promoted to Income Maintenance Supervisor in October 2007 and continued into this position until her retirement. Miranda's dedication and service to Chatham County over the past 30 years has left a lasting impact on the department and the many individuals she has supported throughout her career. As she embarks on this well-earned retirement, we extend our heartfelt gratitude for her years of service and wish her all the best in this next chapter of life.

The Board of Commissioners thanked Moore for her years of service and paused for a photo.

Miranda Moore thanked the Board of Commissioners.

This Agenda Item was received and filed.

SPECIAL PRESENTATION

[25-0129](#)

Vote to adopt and present a Resolution to proclaim April 2025 as Child Abuse Prevention Month

Attachments: [Resolution Proclaiming April 2025 Child Abuse Prevention Month 3-17-2025](#)

Chair Howard read aloud the Resolution to proclaim April 2025 as Child Abuse Prevention Month in Chatham County.

Chair Howard called for a motion to approve, then the Board of Commissioners paused for a photo.

A motion was made by Vice Chair Katie Kenlan, seconded by Commissioner Franklin Gomez Flores, that the 25-06 Resolution to proclaim April 2025 as Child Abuse Prevention Month was adopted. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

PUBLIC COMMENT SESSION

[25-0131](#)

The Public Comment Session is held to give residents an opportunity to speak on any item. The session is no more than thirty minutes long to allow as many as possible to speak. Speakers are limited to no more than three minutes each and may not give their time to another speaker. Speakers are asked to sign up in advance. Comments are always welcome in writing

Attachments: [Click Here To Sign Up For Public Comment](#)

No one signed up for public comment.

BOARD PRIORITIES

[25-0056](#)

Receive a presentation from Vaya Health

Attachments: [Vaya Health 4th Quarter Presentation](#)

Regional Director of Community Relations Cara Dohner with Vaya Health gave a quarterly update on the activities included member statistics and reporting.

The Board of Commissioners thanked Dohner for the update.

This Agenda Item was received and filed.

[25-0104](#)

Receive a presentation from the Triangle West Transportation Planning Organization

Attachments: [Triangle West Transportation Planning Presentation 3-17-2025](#)

Executive Director Doug Plachcinski presented an update on the Triangle West Transportation Planning Organization. The update included schedules, Data and measurements, and a summary of activities.

The Board of Commissioners thanked Plachcinski for the update.

This Agenda Item was received and filed.

[25-0101](#)

Receive the Annual Report from the Affordable Housing Advisory Committee for the Calendar Year 2024

Attachments: [2024 AHAC Annual Report Presentation](#)
[2024 AHAC Annual Written Report](#)

Housing and Community Development Director Jamie Andrews and Chair of the Affordable Housing Advisory Committee Tiffany Stuflick presented the 2024 Annual Report from the Affordable Housing Advisory Committee. The report included a review of the goals and mission, accomplishments and activities, data on housing needs and progress, and activities for the coming year.

The Board of Commissioners discussed the important program and thanked Andrews and Stuflick for the presentation.

This Agenda Item was received and filed.

[25-0069](#)

Receive a presentation from the Conservation Working Group

Attachments: [Conservation Working Group February 2025 Update](#)

Conservation & Resiliency Coordinator Brandon Dawson and GIS Technician Savannah Thomson presented an update on the Conservation Working Group. The update included land updates, watershed protection activities, climate and sustainability programming, natural resources activities, and ongoing collaborations.

The Board of Commissioners thanked Dawson and Thomson for the update.

This Agenda Item was received and filed.

[25-0067](#)

Discuss a request by the Chatham Planning Board to provide recommendations to amend the Ordinance Establishing the Chatham County Planning Board

Attachments: [An Ordinance To Establish a Planning Board 12-19-2022](#)

Planner II Hunter Glenn reviewed the Planning Boards request to update their rules of procedures. The board has already started working through the update, but staff wanted to make the Board of Commissioners aware before any more work was done.

Hunter stated that the updates will include mostly housekeeping items and not any substantive items. Hunter stated that they were looking for a consensus from the Board of Commissioners to direct staff.

The consensus of the Board of Commissioners was to have staff work with the Planning Board to update the rules of procedure and bring back a red line update for the Board of Commissioners to review and approve.

This Agenda Item was received and filed.

Commissioner Robertson joined the meeting at 3:50pm.

Present: 5 - Chair Karen Howard, Vice Chair Katie Kenlan, Commissioner David Delaney, Commissioner Franklin Gomez Flores and Commissioner Amanda Robertson

[25-0120](#)

Receive an BOC Committees and Liaison Update

Attachments: [BOC Committee and Liaison Update Final](#)
[Boards and Committees Directory 3-17-2025 - merged](#)

Policy Analyst Brenton Hart presented an overview of the Board of Commissioners Committees and Liaisons. Hart stated that the presentation will be covered in three parts by himself, County Manager Bryan Thompson, and Assistant County Manager Carolyn Miller.

Hart presented the board and committee information including the types of committees and boards, delegate appointments, discretionary committees, boards required by North Carolina General Statutes, and other community boards.

Miller presented an overview of the Board of Commissioners Liaisons appointments including the value and necessity. The Board of Commissioners discussed the value of the Board Liaison since all the committees and board have staff. After discussing the Board of Commissioners approved a motion to eliminate the board liaison role.

Thompson presented an overview of the policy staff review and the next steps with the Advisory Committee Policy. Thompson stated that staff has identified the following inconsistencies with the current policy: terminology, membership and residency requirements, appointment and selection requirements/process, accountability and reporting, policy and addenda, and committee standardization. Thompson stated that staff will bring back recommendations for a revised policy.

Thompson also shared an updated list of the current members appointed along with the terms.

The Board of Commissioners thanked Hart, Miller, and Thompson for the update.

A motion was made by Commissioner David Delaney, seconded by Commissioner Franklin Gomez Flores, to eliminate the board liaison role on boards and committees. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

End of Work Session

CLOSED SESSION

[25-0097](#)

Vote to go into closed session pursuant to § 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege and to consider and give instructions to an attorney concerning the handling or settlement of a claim and a judicial action (*i.e.*, The Summit Church-Homestead Heights Baptist Church, Inc. v. Chatham County, North Carolina Board of Commissioners)

A motion was made by Commissioner Franklin Gomez Flores, seconded by Commissioner David Delaney at 4:25pm, to go into closed session pursuant to § 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege and to consider and give instructions to an attorney concerning the handling or settlement of a claim and a judicial action (i.e., The Summit Church-Homestead Heights Baptist Church, Inc. v. Chatham County, North Carolina Board of Commissioners). The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0098](#)

Vote to come out of closed session

A motion was made by Commissioner Franklin Gomez Flores, seconded by Commissioner Amanda Robertson at 4:53pm, to come out of closed session. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

RECESS

The Board of Commissioners recessed until the 6:00pm Regular Session.

Regular Session - 6:00 PM - Historic Courthouse Courtroom

Present: 5 - Chair Karen Howard, Vice Chair Katie Kenlan, Commissioner David Delaney, Commissioner Franklin Gomez Flores and Commissioner Amanda Robertson

CALL TO ORDER

Chair Howard called the meeting to order at 6:00pm.

INVOCATION and PLEDGE OF ALLEGIANCE

Chair Howard asked for a moment of silence which was followed by the recitation of the Pledge of Allegiance.

ADJUSTMENTS AND APPROVAL OF REGULAR SESSION AGENDA

Chair Howard shared the following adjustments to the regular meeting agenda and asked the Board of Commissioners if there were any additional adjustments.

- 1. Under Special Presentations - Additional Item - Resolution Honoring Line Worker Day*
- 2. Under Consent- Amended Item - 25-0127 Vote to accept \$25,469 from the NCDHHS Food Protection and Facilities Branch to support the Environmental Health Food and Lodging Program*
- 3. Under Consent - remove item 25-0058 - Vote to adopt a resolution amending the Chatham County Personnel Policy*
- 4. Under Consent - Item 25-0086 - Add Wyatt Underwood as Alternate expiring 12/31/2028*

5. Under Board Priorities - Move item 25-0084 to the consent agenda with Stephen Powers being appointed by District 2.

With no further adjustments, Chair Howard called for a motion to approve the regular session agenda.

A motion was made by Vice Chair Katie Kenlan, seconded by Commissioner Amanda Robertson, that the Regular Session agenda was approved as amended. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

APPROVAL OF CONSENT AGENDA

Chair Howard called for a motion to approve the consent agenda.

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the Consent Agenda was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

25-0059

Vote to approve the December 2, 2024 Regular Session Minutes

Attachments: [12-2-2024 Minutes Draft](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the December 2, 2024 Regular Session Minutes were approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

25-0060

Vote to approve the December 16, 2024 Work and Regular Session Minutes

Attachments: [12-16-2024 Minutes Draft](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the December 16, 2024 Work and Regular Session Minutes were approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

25-0088

Vote to appoint Ashley Tittlemore as the District 1 Library Advisory Committee member with a term expiring June 30, 2027

Attachments: [Ashley Tittlemore Advisory Committee Application - Library D1](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to appoint Ashley Tittlemore as the District 1 Library Advisory Committee member with a term expiring June 30, 2027. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0086](#)

Vote to appoint Janet Nichols as the District 1 Board of Equalization and Review member with a term ending December 31, 2027 and Wyatt Underwood as an Alternate with a term expiring on 12/31/2028

Attachments: [Janet Nichols Advisory Committee Application - AHAC At-Large](#)

Add Wyatt Underwood as Alternate member with term expiring 12/31/2028

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to appoint Janet Nichols as the District 1 Board of Equalization and Review member with a term ending December 31, 2027 and Wyatt Underwood as an Alternate member with a term expiring December 31, 2028. The motion carried by the following vote:

[25-0087](#)

Vote to appoint Marisol Hydock as the District 5 Environmental Review Advisory Committee member with a term expiring June 30, 2026

Attachments: [Marisol Hydock Advisory Committee Application - ERAC D5](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to appoint Marisol Hydock as the District 5 Environmental Review Advisory Committee member with a term expiring June 30, 2026. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0084](#)

Vote to appoint the District 2 Planning Board representative with a term expiring 12/31/2028, David Brent Levy as the District 4 Planning Board representative with a term expiring 12/31/2026, and the District 5 Planning Board representative with a term expiring 12/31/2026

Attachments: [Penelope Griffiths Advisory Committee Application - Planning Board D4](#)
[Wyatt W. Underwood Advisory Committee Application AHAC, Planning At Large](#)
[Alina Cochran Advisory Committee Application - Planning D2](#)
[Chris Lattimer Advisory Committee Application - Planning D2](#)
[David Brent Levy Advisory Committee Application Planning Board D2, At-Large](#)
[Richard Edwards Advisory Committee AHAC, Nursing, Planning D2, Planning At Large](#)
[Stephen D. Powers Advisory Committee Application - Planning D2](#)
[Carol A Brainard Advisory Committee Application - Planning c](#)
[George J Cianciola Advisory Committee Application - Planning Board At Large](#)
[Judith Berrios Advisory Committee Application - Planning D4](#)
[Melissa Frey - Advisory Committee Application - Planning](#)
[Whitney Schmidt - Advisory Committee Application - Planning c](#)
[Adam E Feher Advisory Committee Application Planning](#)

This item was moved from Board Priorities to the consent agenda.

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to appoint Stephen Powers as the District 2 Planning Board representative with a term expiring 12/31/2028, David Brent Levy as the District 4 Planning Board representative with a term expiring 12/31/2026, and Adam Feher as the District 5 Planning Board representative with a term expiring 12/31/2026. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

25-0057

Vote to adopt a resolution declaring property surplus and authorizing sale of said property

Attachments: [Resolution Declaring Property Surplus and Authorizing Sale of Said Property](#)
[Surplus List FY25 Auction](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the 25-07 Resolution declaring property surplus and authorizing sale of said property was adopted. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

25-0062

Vote to adopt a resolution approving the NCDOT Road Addition - Briar Chapel Subdivision Firmage Tract

Attachments: [Resolution Approving the NCDOT Road Addition - Briar Chapel Firmage Tract 2-17-2025](#)
[NCDOT Request Letter for Road Addition - Briar Chapel Subdivision Firmage Tract](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that this 25-08 Resolution approving the NCDOT Road Addition - Briar Chapel Subdivision Firmage Tract was adopted. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0111](#)

Vote to adopt a resolution approving the state and federally mandated compliance policies for the Coronavirus State Fiscal Recovery Fund and American Rescue Act funding

Attachments: [Resolution Adopting the ARPA Policies 3-17-2025](#)
[ARPA Nondiscrimination Policy 3-17-2025](#)
[ARPA Conflict of Interest Policy 3-17-2025](#)
[ARPA Records Retention Policy 3-17-2025](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to adopt the 25-09 Resolution approving the state and federally mandated compliance policies for the Coronavirus State Fiscal Recovery Fund and American Rescue Act funding. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0103](#)

Vote to adopt a resolution for the North Carolina Department of Transportation Road addition in the Laurel Ridge Subdivision

Attachments: [NCDOT Request Letter for Laurel Ridge](#)
[Resolution for NCDOT Laurel Ridge Subdivision](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that 25-10 Resolution for the North Carolina Department of Transportation Road addition in the Laurel Ridge Subdivision was adopted. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0109](#)

Vote to approve Fiscal Year 2024-2025 Budget Amendments

Attachments: [Budget Amendment 2024-2025 March 17](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the Fiscal Year 2024-2025 Budget Amendments were approved as presented. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0127](#)

Vote to accept \$13,618 from the NCDHHS Food Protection and Facilities Branch to support the Environmental Health Food and Lodging Program

amount changed

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to accept \$25,469 from the NCDHHS Food Protection and Facilities Branch to support the Environmental Health Food and Lodging Program. The motion carried by the following vote:

[25-0099](#)

Vote to accept \$11,454 from NC DHHS to support core infrastructure improvements such as workforce, foundational capabilities, and data infrastructure

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to accept \$11,454 from NC DHHS to support core infrastructure improvements such as workforce, foundational capabilities, and data infrastructure. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0100](#)

Vote to accept \$7,500 from the NC Alliance for Public Health Agencies to participate in the Thriving Hearts research project in partnership with UNC-Chapel Hill and Orange County Health Department

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to accept \$7,500 from the NC Alliance for Public Health Agencies to participate in the Thriving Hearts research project in partnership with UNC-Chapel Hill and Orange County Health Department. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0063](#)

Vote to approve the letter of support for Triangle West Transportation Planning Organization's application for the PROTECT Grant Program

Attachments: [Triangle West Transportation Planning Protect Grant Letter of Support 3-17-2025](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the letter of support for Triangle West Transportation Planning Organization's application for the PROTECT Grant Program was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0068](#)

Vote to approve Tax Releases and Refunds for January 2025

Attachments: [January 2025 Release and Refund Report](#)
[January 2025 NCVTS Pending Refund Report](#)
[January 2025 Manual NCVTS Pending Refund Report](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to approve Tax Releases and Refunds for January 2025. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0113](#)

Vote to approve Tax Releases and Refunds for February 2025

Attachments: [February 2025 Release and Refund Report](#)
[February 2025 NCVTS Pending Refund Report](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to approve Tax Releases and Refunds for February 2025. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0070](#)

Vote to receive the Tax Collector's Departmental Report for December 2024

Attachments: [December 2024](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, to receive the Tax Collector's Departmental Report for December 2024. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0074](#)

Vote to approve the naming of two private roads in Chatham County listed as Cox Forest Lane and Sleepy Williams Way

Attachments: [Sleepy Williams Way Petition](#)
[Sleepy Williams Way Map](#)
[Sleepy Williams Way Area Map](#)
[Cox Forest Lane Petition](#)
[Cox Forest Lane Map](#)
[Cox Forest Lane Area Map](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the naming of two private roads in Chatham County listed as Cox Forest Lane and Sleepy Williams Way was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0064](#)

Vote to approve the naming of a private drive(s) listed as Bend in the River Way in Chatham County

Attachments: [Bend in the River map](#)
[Bend in the River area map](#)
[Bend in the River Way Petition](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the naming of a private drive(s) listed as Bend in the River Way in Chatham County was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0110](#)

Vote to approve the naming of three private roads in Chatham County listed as Turkey Buzzard Lane, Byelick Way, and Melody Drive

Attachments: [Turkey Buzzard Lane Petition](#)
[Turkey Buzzard Map](#)
[Turkey Buzzard Area Map](#)
[Byelick Way Petition](#)
[Byelick Way Map](#)
[Byelick Way Area Map](#)
[Melody Drive Petition](#)
[Melody Drive Map](#)
[Melody Drive Area Map](#)

A motion was made by Commissioner Robertson, seconded by Commissioner Gomez Flores, that the naming of three private roads in Chatham County listed as Turkey Buzzard Lane, Byelick Way, and Melody Drive be approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0117](#)

Vote to approve the grant application of the North Carolina Parks and Recreation Trust Funds (PARTF) for Parker's Ridge Park with a County match of \$753,550

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the grant application of the North Carolina Parks and Recreation Trust Funds (PARTF) for Parker's Ridge Park with a County match of \$753,550 was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0119](#)

Vote to approve the grant application for the State Library for two outdoor Library Locker Kiosks with a ten percent match of \$4,967

Attachments: [SLNC Remote Lockers Grant Application 2025](#)
[SLNC Remote Lockers Budget](#)
[SLNC Remote Lockers Timeline](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that the grant application for the State Library for two outdoor Library Locker Kiosks with a ten percent match of

\$4,967 was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0071](#)

Vote to approve a Memorandum of Agreement with Siler City to Provide Household Hazardous Waste Disposal Services for Their Residents

Attachments: [Hazardous Waste Share MOU with Siler City 3-17-2025](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that a Memorandum of Agreement with Siler City to Provide Household Hazardous Waste Disposal Services for Their Residents was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0114](#)

Vote to approve a contract with Martin Starnes & Associates, CPAs, P.A. for the FY2025 Audit

Attachments: [Martin Starnes 2025 Audit Contract 3-17-2025](#)
[Martin Starnes 2025 Single Audit Engagement Letter 3-17-2025](#)

A motion was made by Commissioner Robertson, seconded by Commissioner Gomez Flores, that a contract with Martin Starnes & Associates, CPAs, P.A. for the FY2025 Audit be approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0128](#)

Vote to approve a contract with Samsara, Inc., to provide fleet telematics for the Environmental Quality Department fleet

Attachments: [Samsara Inc. 5year Contract for fleet 3-17-2025](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that a contract with Samsara, Inc., to provide fleet telematics for the Environmental Quality Department fleet was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0118](#)

Vote to approve a contract with the Town of Apex for the reimbursement associated with the Apex Gateway development

Attachments: [Apex Chatham County Reimbursement Agreement Apex Gateway 3-17-2025](#)
[Apex Economic Dev. - Mills Chatham Development Group LLC - Project Real Water-Sewer Incentive Agreement](#)
[Exhibit A to Economic Development Agreement](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that a contract with the Town of Apex for the reimbursement associated with the Apex Gateway development was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0102](#)

Vote to approve a contract amendment with White & Smith LLC (dba White Smith Cousino) for the UDO

Attachments: [White & Smith Fifth Amendment FY25 - Review Draft \(Tyson Feb 6\) \(CLEAN\)](#)
[White & Smith 9-3-2021](#)
[1st contract amendment](#)
[2nd contract amendment](#)
[3rd contract amendment](#)
[4th contract amendment](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that a contract amendment with White & Smith LLC (dba White Smith Cousino) for the UDO was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0124](#)

Vote to approve a contract amendment with Stewart Inc. to provide Park Design Services for Parker's Ridge Park Phase I with a cost savings of \$34,700

Attachments: [Stewart Parker's Ridge Park Phase I Contract Amendment 3-17-2025](#)
[Stewart Parker's Ridge Park Phase I contract 2-19-2024](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that a contract amendment with Stewart Inc. to provide Park Design Services for Parker's Ridge Park Phase I with a cost savings of \$34,700 was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0130](#)

Vote to approve a contract with Blue Cross Blue Shield of NC for Health Insurance

Attachments: [BCBS NC County of Chatham Plan Year 7-1-2025](#)
[BCBS NC County of Chatham application](#)
[BCBS NC County of Chatham Retiree only Attestation](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that a contract with Blue Cross Blue Shield of NC for Health Insurance was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0134](#)

Vote to approve a contract with Metropolitan Life Insurance Company for cancer insurance coverage

Attachments: [BBA Met Cancer Policyholder App GAPP18-BB-SD \(NW\) completed to be signed to Chatham 2.21.2025 smc](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that a contract with Metropolitan Life Insurance Company for cancer insurance coverage was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0135](#)

Vote to approve a contract with Lincoln Financial for hospital indemnity coverage

Attachments: [Chatham Application for group insurance Lincoln Financial Hi 2.20.2025 to be signed](#)
[Chatham County Govt Group Information Form Lincoln Financial HI 2.19.2025](#)

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that a contract with Lincoln Financial for hospital indemnity coverage was approved. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

End of Consent Agenda

SPECIAL PRESENTATION

[25-0126](#)

Vote to adopt and present a Resolution Recognizing the 20th Anniversary of the Chatham County Community Resource Court

Attachments: [Resolution Honoring Community Resource Court 20 Years 3-17-2025](#)

Chair Karen Howard read aloud the Resolution Recognizing the 20th Anniversary of the Chatham County Community Resource Court and called for a motion to approve.

The Board of Commissioners paused for a photo.

A motion was made by Vice Chair Katie Kenlan, seconded by Commissioner Amanda Robertson, that 25-11 Resolution Recognizing the 20th Anniversary of the Chatham County Community Resource Court was adopted. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0076](#)

Vote to adopt and present a Resolution Honoring Black History Month

Attachments: [Resolution for Black History Month 2-17-2025](#)

Chair Karen Howard read aloud the Resolution Honoring Black History Month and

called for a motion to approve.

A motion was made by Commissioner Amanda Robertson, seconded by Vice Chair Katie Kenlan, that this 25-12 Resolution Honoring Black History Month was adopted. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0125](#)

Vote to adopt and present a Resolution Honoring Women's History Month in Chatham County

Attachments: [Resolution Honoring Women's Month 2025](#)

Vice-Chair Katie Kenlan read aloud the Resolution Honoring Women's History Month in Chatham County.

Chair Howard called for a motion to approved and the Board of Commissioners paused for a photo.

A motion was made by Commissioner Amanda Robertson, seconded by Vice Chair Katie Kenlan, that 25-13 Resolution Honoring Women's History Month in Chatham County was adopted. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0136](#)

Vote to adopt and present a Resolution to proclaim April 11, 2025 through April 17, 2025 as Black Maternal Health Week in Chatham County

Attachments: [Resolution for Black Maternal Health Week 3-17-2025](#)

Commissioner Gomez-Flores read aloud the Resolution to proclaim April 11, 2025 through April 17, 2025 as Black Maternal Health Week in Chatham County.

Chair Howard called for a motion to approve.

A motion was made by Commissioner Amanda Robertson, seconded by Commissioner Franklin Gomez Flores, that 25-14 Resolution to proclaim April 11, 2025 through April 17, 2025 as Black Maternal Health Week in Chatham County was adopted. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

[25-0193](#)

Vote to adopt a Resolution Honoring National Line Workers Appreciation Day

Attachments: [Resolution Honoring Line Worker Day 3-17-2025](#)

A motion was made by Commissioner Amanda Robertson, seconded by Vice Chair Katie Kenlan, that 25-15 Resolution Honoring Line Worker Day was adopted. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

PUBLIC COMMENT SESSION

25-0132

The Public Comment Session is held to give residents an opportunity to speak on any item. The session is no more than thirty minutes long to allow as many as possible to speak. Speakers are limited to no more than three minutes each and may not give their time to another speaker. Speakers are asked to sign up in advance. Comments are always welcome in writing

Attachments: [Click Here To Sign Up For Public Comment](#)

Written Comments:

Whitney Schmidt

Dear Members of the Board, we respectfully request clarification on how the Board intends to ensure fair and knowledgeable representation for District 4 on the Planning Board, given that no appointee from the district has been selected despite the presence of at least two qualified applicants. This evening, the Board of Commissioners is set to confirm David Brent Levy. While we acknowledge Mr. Levy's experience in pastoral work and community charity events, he does not appear to have a direct knowledge of District 4's unique demographics, geography, and priorities, particularly as they pertain to protecting our rural livelihoods. District 4 is predominantly rural and agricultural. Mr. Levy resides in a Downtown Pittsboro neighborhood and has been involved in Chatham Park planning through his role on the YMCA Advisory Board, as well as in various social and community events at the Plant in the Downtown social district. In contrast, other applicants from District 4 not only reside within the district but also operate businesses and farms here. Their extensive land use knowledge and active engagement in the district's growth and wellbeing make them well-suited for a role on the Planning Board. Given these considerations, we are concerned by this appointment decision. We urge the Board of Commissioners to reconsider and instead appoint a candidate with a vested interest in District 4's future and its role in the county's sustainable development. Thank you for your time and consideration.

Melissa Frey

Dear Commissioners, At the risk of appearing as a jilted lover, I am disappointed to learn that Commissioner Kenlan has chosen an applicant outside our district as her appointee to fill the current District 4 Planning Board opening. Although this is apparently within the guidelines for filling a spot, it is hard to reconcile how this person who does not live and has no personal or professional investment in this part of the county could best represent the interests on the planning board. And, as Hadley Township, a rural oasis, is under intense development pressures, it really needs a person who has demonstrated commitment and connection to this place, i.e. someone who lives here, loves this land specifically, has been active in the immediate community and appreciates the value of preserving this landscape for all our sake. Commissioner Kenlan, elected because of her clear positions on the environment and development, seems to be missing an opportunity to further hers and her constituents' priorities by making this "off-district" appointment. As one of those constituents, I would like to understand how David Brent Levy from District 2 is best suited to advise on the development proposals and pressures on District 4, especially considering there are four applicants (myself and Whitney Schmidt included) from District 4 that Commissioner Kenlan could have chosen instead. In fact, since the vote, slated for tonight's 6pm meeting, has not occurred yet, I urge you to seriously consider tabling the approval of this appointment to reconsider what is fair, representative and best for Hadley Township. I look forward to your response to my concerns.

Mary Gillogly

Commissioners: I appreciate your time in considering my comment. My name is Mary Gillogly, and I reside at 72 Blue Gate Farm Rd in District 4, Hadley Township. My

County Commissioner is Katie Kenlan. I understand there is a current opening for District 4 on the Planning Board, and Commissioner Kenlan is recommending David Brent Levy for the position. However, David resides in District 2, while four qualified applicants from District 4 are available. Why recommend someone from outside our district to represent us? Typically, appointees live in the district they represent, ensuring firsthand knowledge, investment, and accountability in community matters. Among the District 4 applicants, Melissa Frey and Whitney Schmidt stand out as long-time pillars of our community, actively engaged in civic matters affecting District 4. Their local experience and commitment make them well suited for the role. I urge you to prioritize a representative who truly understands and is personally invested in District 4. Thank you for your time and consideration.

Susan Ripley

Dear Members of the Board, I respectfully request clarification on how the Board intends to ensure fair and knowledgeable representation for District 4 on the Planning Board, given that no appointee from the district has been selected despite the presence of at least two qualified applicants, Whitney Schmidt and Melissa Frey. This evening, the Board of Commissioners is set to confirm David Brent Levy. While we acknowledge Mr. Levy's experience in pastoral work and community charity events, District 4's unique demographics, geography, and priorities, particularly as they pertain to protecting our rural livelihoods. District 4 is predominately rural and agricultural. I understand that Mr. Levy resides in a Downtown Pittsboro neighborhood and has been involved in Chatham Park planning through his role on the YMCA Advisory Board, as well as in various social and community events at the Plant in the Downtown social district. In contrast, other applicants from District 4 not only reside within the district but also operate businesses and farms here. Their extensive land use knowledge and active engagement in the district's growth and well-being make them well-suited for a role on the Planning Board. Given these considerations, I am concerned by this appointment decision. I urge the Board of Commissioners to reconsider and instead appoint a candidate with a vested interest in District 4's future and its role in the county's sustainable development. Thank you for your time and consideration.

This Agenda Item was received and filed.

PUBLIC HEARINGS

[25-0061](#)

A quasi-judicial public hearing for a Special Use Permit (SUP) requested by Chatham County Facilities and Construction for a new EMS station to be located on Parcel No. 62221 (2.3 acres) and 95753 (.66 acres), located at 9251 US 15-501 N, Baldwin Township

Attachments:

[More information from the Planning department website](#)

[Click Here To Sign Up To Speak During This Public Hearing](#)

Chair Howard stated that the next item on the agenda is the Public Hearing for a special use permit. Please note the Board is required to act in a "quasi-judicial" capacity as it receives evidence and makes a decision. This means that the applicant is entitled to a full evidentiary hearing. During this hearing the Board will receive legally acceptable evidence to establish sufficient facts to apply the ordinance. Anyone who intends to testify on a quasi-judicial manner must be sworn in, including staff. All individuals who will be speaking in this public hearing please stand to be sworn in.

The following oath was administered for those individuals: Do you solemnly swear or affirm that the evidence or testimony you are about to provide is factual and truthful to

the best of your knowledge.

Chair Howard opened the public hearing for a Special Use Permit (SUP) requested by Chatham County Facilities and Construction for a new EMS station to be located on Parcel No. 62221 (2.3 acres) and 94711 (.69 acres), located at 9251 US 15-501 N, Baldwin Township at 6:27pm.

Zoning Administrator Angela Plummer presented the item.

No one signed up to speak.

Chair Howard closed the public hearing at 6:31pm and referred the item to the Planning Board.

This Agenda Item was referred to the Planning Board.

BOARD PRIORITIES

25-0085

Vote to appoint Lincoln Frye as the District 5 member to the Affordable Housing Advisory Committee and appoint a Full Board Member to the Affordable Housing Advisory Committee with both terms expiring June 30, 2026

Attachments:

[Wyatt W. Underwood Advisory Committee Application AHAC, Planning At Large](#)

[Chris Lattimer Advisory Committee Application - Planning D2](#)

[Claire Kane Advisory Committee Application - AHAC, BER, Community Advisory](#)

[Deb Solomon Advisory Committee AHAC Nursing Home](#)

[Jan Ross Advisory Committee Application AHAC c](#)

[Janet Nichols Advisory Committee Application - AHAC At-Large](#)

[Lauren Howard Advisory Committee Application AHAC](#)

[Lourdes M Yanes Reefer Advisory Committee Application Affordable Housing for At-Large](#)

[Richard Edwards Advisory Committee AHAC, Nursing, Planning D2, Planning At Large](#)

[Lincoln Frye Advisory Committee Application AHAC D5](#)

Chair Howard called for a nomination for the Full Board member appointment to the Affordable Housing Advisory Committee.

A motion was made by Vice Chair Katie Kenlan, seconded by Commissioner Franklin Gomez Flores, to appoint Lincoln Frye as the District 5 member to the Affordable Housing Advisory Committee and appoint Claire Kane as a Full Board Member to the Affordable Housing Advisory Committee with both terms expiring June 30, 2026. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson

CLERK'S REPORT

Clerk to the Board Jenifer Johnson wished the Board of Commissioners a Happy St.

Patrick's Day.

MANAGER'S REPORT

County Manager Bryan Thompson stated that staff are working on the goals dashboard and we just wanted to let you know we have not gotten to a point where we could share anything material with you.

Thompson reminded the Board of Commissioners that Ag Fest is going to be on the 29th from 10am to 3pm at the at the Chatham County Agriculture and Convention Center.

COMMISSIONERS' REPORTS

Commissioner Delaney stated that he sat in on the Board of Elections meeting and they are looking for space. Delaney stated that he had a couple of conversations with folks in Chapel Hill and Orange County recently and spoke with them about transportation and affordable housing. Delaney expressed that he would like to have some future agenda items around some of these topics.

Commissioner Robertson stated that she has been out of pocket for probably about a month and a half now, due to some pretty major heart surgery in early February and she wanted to thank the wonderful people of Chatham County, which includes these commissioners and all of our wonderful staff who have been so unbelievably supportive while I've been going through a very challenging time. Robertson stated that she attended the YMCA ribbon cutting in Chatham Park.

Vice-Chair Kenlan shared that as the alternate for the Central Pines Executive Board position, she met with Lee Worsley, the executive Director of Central Pines.

Commissioner Gomez-Flores stated that the Board of Health has two public seats vacancies that are currently being advertised.

Chair Howard stated that she, Vice-Chair Kenlan, and staff had a conversation with Congresswoman Valerie Foushee today and it was an important reminder that even though we operate in an environment where what happens at the State and what happens at the Federal level matters. Our responsibility is to do the best that we can for the most people that we can in Chatham County, by providing those essential services, access to good healthcare, housing, and the things that are within our purview, which is not everything. We are not going to fix everything that breaks at the Federal level, but if we stay focused on the things that we have control over, we have excellent people in place. Howard stated that she attended a couple of meetings of the Governor's Crime Commission and Triangle West.

ADJOURNMENT

Chair Howard called for a motion to adjourn at 6:55pm.

A motion was made by Vice Chair Katie Kenlan, seconded by Commissioner Franklin Gomez Flores that the meeting was adjourned. The motion carried by the following vote:

Aye: 5 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, Commissioner Gomez Flores, and Commissioner Robertson