



Wake Forest Board of Commissioners
Meeting Agenda
February 19, 2019 at 7:00 PM
All items listed are for discussion and possible action.

Notice

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Wake Forest will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For individuals with impaired hearing, special equipment is available for use during meetings in the Town Hall board chambers. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Town of Wake Forest should contact the office of ADA Coordinator Mickey Rochelle at 919-435-9455 or mrochelle@wakeforestnc.gov or Town Clerk Deeda Harris at 919-435-9413 or dharris@wakeforestnc.gov as soon as possible, but no later than 48 hours before the scheduled event.

Cable & Online Broadcast of Board of Commissioners Meetings

All Board of Commissioners meetings are broadcast live on Spectrum Cable Wake Forest TV 10 (WFTV 10) beginning at 7 p.m. Meetings are also aired online on the Town of Wake Forest website at www.wakeforestnc.gov. Archived meeting videos are also provided and available for one year after the original air date.

Meeting Agendas

The Board of Commissioners meeting agenda is available to be viewed and downloaded at www.wakeforestnc.gov/board-of-commissioners.aspx by noon on the Thursday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Town Clerk's office at 919-435-9413. Citizens may also receive a copy of each month's agenda via email by enrolling in the free E-Notifier subscription service. For more information visit www.wakeforestnc.gov/enotifier.aspx.

Public Hearings

When an agenda item is denoted as a Public Hearing, persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given five minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed five minutes each to express his/her comments, ideas, concerns, expressions, and desires. No comments will be allowed on agenda items.

Public Comment

Anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item during the time of the Public Comment should contact Town Clerk Deeda Harris by 3 p.m. the day of the meeting. Mayor Jones will recognize you during the Public Comment period and give you 3-5 minutes to speak. Thank you for your cooperation.

Call to Order

Pledge of Allegiance

1. Approval of Agenda

2. Approval of Minutes

- 2.A. Approval of Minutes for Meeting held January 3, 2019 (Work Session) and January 15, 2019 (Regular Board of Commissioners Meeting).

[mins1-3-19_WS_Agenda-draft.pdf](#)

[mins1-15-19-draft.pdf](#)

3. Presentations

- 3.A. Proclamation Recognizing St. Baldrick's Day on March 9, 2019

[St. Baldrick Proclamation WakeForest-2019.docx](#)

- 3.B. Update of Design of the Durham Road Improvement Project

[BOC Summary Sheet - Durham Road Improvements \(U-5118BB\) Design](#)

[Presentatoin.docx](#)

[NC98 BUS_Town Presentation 2-19-19.pdf](#)

[Durham Road Improvements Roadway Plans - 75%](#)

4. Public hearings / Public Comment

- 4.A. Public Hearing to receive input for the FY 2019 - 2020 Budget

[First Budget Public Hearing FY 2019-2020_summary.pdf](#)

[FY 19-20 Budget Preparation Schedule.pdf](#)

- 4.B. Public Hearing to receive public comment on the five (5) year Capital Improvements Plan (CIP) for FY 2019-2024

[Public Hearing on Proposed CIP Update_Summary.pdf](#)

- 4.C. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 5 minutes. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the

Board of Commissioners, staff and other speakers.

5. 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 any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)

- 5.A. Approval of a Resolution Authorizing the Town Manager to execute On-Call Transportation Planning, Engineering Services and Construction Engineering Inspection Services Contract Amendment 2 for Durham Road Improvements with Summit Design and Engineering.
[BOC Summary Sheet - Contract Amendment 2 - Durham Road Improvements \(U-5118BB\).docx](#)
[Contract Amendment 2 –Durham Road Improvements \(U-5118BB\).pdf](#)
[BOC_Resolution_-_Contract_Amendment_2__Durham_Road_Improvements__U-5118BB_.docx](#)
[Municipal Agreement -Durham Road Improvements \(U-5118BB\).pdf](#)
- 5.B. Approval of Resolution Authorizing the Filing of an Application for Approval of a Financing Agreement Authorized by NC General Statute 160A - 20.
[160A-20 Application \(streetscape\)_summary.pdf](#)
[timetable_White St_IP.pdf](#)
[resolutionauthorizingapplication_streetscape.docx](#)
- 5.C. Approval of a Resolution Authorizing the Town Manager to Execute on Behalf of the Town of Wake Forest a Construction Contract with Barker Construction Group, Inc for the Downtown Improvements, Phase 3 Project in the amount of \$418,190.00.
[BOC_Summary_Sheet_ConstructionContract_BarkerConstruction_DowntownImprovementsP3.docx](#)
[Resolution Supporting PowerhouseRow_2017.pdf](#)
[Resolution2019-x](#)
[DowntownImprovementsPh3_ConstructionContract_BarkerConstructionGroup_2.19.19.docx](#)
[TOWF-Barker Streetscape Contract - 1069856v3.DOC](#)
[TOWF Streetscape Attachment A 12.10.18.doc](#)

6. Legislative Items

- 6.A. Consideration of Waiver of the NC Code of Ordinances - sec.20.2. Public Consumption, Possession, etc. of Alcohol. 2019 Friday Night on White. Revised event

footprint request to accommodate streetscape on Owen Avenue.

[Item_Summary_-_FNOW_request_2019.docx](#)

[Request for approval for waiver of alcohol ordinance 2019 FNOW. revised January 2019.pdf](#)

[Resolution for Open Container Waiver FNOW 2019.docx](#)

[AttachmentA_2019 Final Footprint Map FNOW.pdf](#)

[AttachmentB 2019 Friday Night on White Alcohol Ordinance Waiver Request.docx](#)

- 6.B. Consideration of Appointment of Members to the Cemetery and Greenway Advisory Boards

[CAB_and_GAB_Appointments-summary.docx](#)

[resolution2019-x_adv_board_appontments_CAB_and_GAB_Feb2019.doc](#)

- 6.C. Consideration of Approval of an Ordinance Amending Chapter 30 - Traffic and Vehicles; Article III. - Operation of Vehicles. (Commercial Vehicles)

[prohibiting_commercial_vehicle_parking-summary-revised2-8-19.docx](#)

[Truck Parking Ordinance_version4.pptx](#)

[Ord2019-x_Prohibiting_Commercial_parking_amendment \(002\).docx](#)

- 6.D. Approval of the Town of Wake Forest Right-of-Way Encroachment Agreement Policy.

[Right-of-way_Encroachment_Policy-summary.docx](#)

[Right_of_Way_Encroachment_Policy_-_1063544v2.docx](#)

[Resolution2019-x_Right-of-way_Encroachment_Policy.docx](#)

7. Planning Items

- 7.A. Consideration of Approval of LEGISLATIVE CASE RZ-18-19, 1633 S. Main Street: Request filed by FLM Engineering, Inc. to rezone 0.51± acres located at 1633 S. Main Street from General Residential 3 (GR3) to Neighborhood Business Conditional District (NB-CD), being Wake County Tax Pin Number 1841-03-7253 and approval of the associated 1633 S. Main Street Site Master Plan.

[021919 BOC Agenda Summary.pdf](#)

[Consistency Statement RZ-18-19.pdf](#)

[Ordinance_RZ-18-19 1633 S Main St.docx](#)

[Attachment A 1633 S. Main Street_Legal Description.pdf](#)

[Attachment B 1633 S Main St_Master Plans.pdf](#)

[PB_Recommendation_1633_S_Main.pdf](#)

[021919 BOC Agenda Summary.docx](#)

- 7.B. Consideration of amendments to the Wake Forest Unified Development Ordinance, specifically, Chapter 6 Subdivision and Infrastructure Standards; and Chapter 9 Parking.

[BOC Agenda Summary.docx](#)

[TA-18-07 Consistency Statement.docx](#)

[UDO Ordinance-TA-18-07.docx](#)

[Chapter 6_9 Attachment.pdf](#)

[Report_requirements.pdf](#)

8. Administration and Financial Items

- 8.A. Consideration of approval of proposal from EnviroSafe to provide feasibility study on incorporating Wake Forest Fire Department into the Town of Wake Forest

[Fire study proposal_summary.pdf](#)

[Padgett - Proposal - February 2019.pdf](#)

[Resolution 2019-xx EnviroSafe Proposal.docx](#)

9. Public Services Items

10. Parks and Recreation Items

11. Public Safety Items

12. Other Business

- 12.A. Wake Co. Tax Releases

[Wake_Co_Tax_rel_Feb2019.pdf](#)

- 12.B. Monthly Report

[Jan 2019-monthly_report.docx](#)

- 12.C. Commissioner Reports

13. Adjournment