



**Wake Forest Board of Commissioners**  
**Meeting Agenda**  
**February 20, 2024 at 6:00 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 ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Terry Savary](#) at 919-435-9432 as soon as possible, but no less than 48 hours before the scheduled event.

**Cable & Online Broadcast of Board of Commissioners Meetings**

All [Board of Commissioners](#) (BOC) meetings are broadcast live on [WFTV 10](#) beginning at 6 p.m. Meetings are also streamed online on the [Public Meetings Portal](#) on the [Town of Wake Forest website](#). Archived meeting videos are also provided and available for one year after the original air date.

**Meeting Agendas**

The BOC meeting agenda is available to be viewed and downloaded by noon on the Friday 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 919-435-9432. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

**Public Hearings**

When an agenda item is denoted as a [Public Hearing](#), persons attending shall be permitted to address the BOC regarding the item under consideration. Anyone wishing to address the BOC concerning a public hearing item should complete and submit the BOC Public Comment Form on the [Town website](#). Proponents and opponents shall each be given three 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 three minutes each to express his/her comments, ideas, concerns, expressions, and desires. A designated speaker for a group will be allowed 10 minutes to speak. Only comments on a Public Hearing will be allowed during this time.

**Public Comment**

During the Public Comment period, anyone wishing to address the BOC concerning an issue or topic that is not a public hearing item or an agenda item should complete and submit the BOC Public Comment Form on the [Town website](#). Then, during the Public Comment portion of the meeting, Mayor Jones will recognize you and invite you to the podium at which time you will have three minutes to speak. Thank you for your cooperation.

## **Call to Order**

## **Pledge of Allegiance**

## **1.Approval of Agenda**

## **2.Approval of Minutes**

- 2.A. January 2, 2024 Work Session  
January 16, 2024 Regular Meeting  
January 19, 2024 BOC Annual Retreat  
[DraftBOCWSEMinutesJan202402.pdf](#)  
[DraftBOCMinutesJan202416.pdf](#)  
[DraftMayor&BOCAnnualRetreatMinutesJan202419.pdf](#)

## **3.Presentations**

- 3.A. Resolution Recognizing Lieutenant Cindy Johnson-Perry on her retirement  
[Perry Summary appreciation of services.docx](#)  
[Perry Resolution of Appreciation for Services.docx](#)

## **4.Public hearings / Public Comment**

- 4.A. Public Hearing on a petition requesting contiguous annexation submitted by WithersRavenel C/O the property owner AWB-DP JDS OWNER LLC for property associated with the rezoning request RZ-23-01, located at 1950 Friendship Chapel Road being Wake County PIN 1850-06-6925 being approximately 3.008 acres.  
[022024\\_BOC\\_Agenda\\_Summary\\_AN-23-05.pdf](#)  
[Attachment A Legal Description AN-23-05.pdf](#)  
[Attachment B Annexation Map AN-23-05.pdf](#)  
[Attachment C Contiguous Annexation Petition AN-23-05.pdf](#)  
[DRAFT ORDINANCE AN-23-05.docx](#)
- 4.B. 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 3 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 Budget Ordinance Amendment # 2 - FY 2023 - 2024  
[Budget Ordinance Amendment\\_summary.pdf](#)  
[Budget Ordinance Amendment # 2 FY 2023-2024.pdf](#)
- 5.B. Approval of a Resolution to surplus the badge and service weapon carried by Lieutenant Cindy Johnson-Perry  
[Perry Summary badge and weapon surplus.docx](#)  
[Perry Resolution Badge and Weapon.docx](#)
- 5.C. Approval of Appointment to Citizen Advisory Board  
[RESOLUTION2024-XXX\\_Adv\\_Board\\_Appts-HRC1.docx](#)
- 5.D. Approval of a Resolution to Support Development of the S-Line Rail Corridor and to Provide Local Funding to Match a Federal Grant Opportunity for Mobility Hub Design and Project Development Activities  
[2024-25 Agenda Summary.pdf](#)  
[2024-25 RAISE Grant Resolution.doc](#)

## 6.Legislative Items

## 7.Planning Items

- 7.A. Consideration of a petition requesting contiguous annexation submitted by WithersRavenel C/O the property owner AWB-DP JDS OWNER LLC for property associated with the rezoning request RZ-23-01, located at 1950 Friendship Chapel Road being Wake County PIN 1850-06-6925 being approximately 3.008 acres.

## 8.Administration and Financial Items

- 8.A. Consideration of approval of 2024-2029 Capital Improvements Plan (CIP) Update  
[CIP Update Approval\\_summary.pdf](#)

[resolution 2024 - CIP Update 2024-2029.doc](#)  
[1st Year Funding - 2024.pdf](#)

**9.Public Services Items**

**10.Parks and Recreation Items**

**11.Public Safety Items**

**12.Other Business**

12.A. Department Monthly Report

[January 2024 Monthly Report.pdf](#)

12.B. Wake County Tax Release

[WF-TXREP-FEB-2024-BOC-MTG.pdf](#)

**13.Adjournment**