



**Wake Forest Board of Commissioners
Meeting Agenda
March 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 Meetings held February 5, 2019 (Work Session and Joint Public Hearing) and February 19, 2019 (Regular Meeting).

[mins_2-5-19-draft-pdf.pdf](#)

[Draft February 2019 JPH Meeting Minutes.pdf](#)

[mins-2-19-19_agenda-draft.pdf](#)

3. Presentations

- 3.A. Proclamation Recognizing April as National Volunteer Month (April 7-13, 2019 - designated week)

[national volunteer week 2019Proclamation.docx](#)

- 3.B. Proclamation Recognizing the Wake Forest High Football Team on Their Third Championship Achievement

4. Public hearings / Public Comment

- 4.A. Public Hearing to receive public comment on the financing of Downtown Streetscape Improvements

[Public Hearing Downtown Streetscape financing_summary.pdf](#)

[timetable_White St_IP.pdf](#)

- 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 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. Call for Public Hearing on the amended and modified annexation agreement with the City of Raleigh.
[CORal_annexation_agreement-summary.docx](#)
[Wake Forest-Raleigh Annexation Agreement_2019.02.20.docx](#)
[AA.WF-COR.1997&2001..pdf](#)
[EXHIBIT A_Boundary Line Map.pdf](#)
[EXHIBIT B_Boundary Line Legal Description.docx](#)
[RESOLUTION 2019-x
affixing_Hearing_date_COR_annexation_ageement_amendment.docx](#)
- 5.B. Approval of a Resolution in Appreciation of Service to Advisory Board Members
[Adv_Board_Appreciations-summary.docx](#)
[resolution2019-x adv board appreciation 2018.docx](#)
[2019_adv_board_appre_merge.pdf](#)
- 5.C. Approval of a Resolution Authorizing the Town Manager to rename N. Brooks Street to Old Branch Lane and officially name S. Brooks Street/Brooks Street as S. Brooks Street
[031919 BOC Agenda Summary.docx](#)
[Brooks Street Corridor Map.jpg](#)
[Resolution2019-X_Old Branch Lane and S. Brooks Street Renaming_3-19-19.docx](#)
- 5.D. Approval of Budget Ordinance Amendment # 3 for fiscal year 2018 -2019
[Budget Ordinance Amendment_summary.pdf](#)
[Budget Amendment #3.pdf](#)
- 5.E. Appointment of Rand Mathews to the Urban Forestry Advisory Board and Jennifer Smart to the Historic Preservation Commission
[advisory_board_appontments-summary.docx](#)
[resolution2019-x_adv_board_appontments_UFB_March2019-Rand-Matthews.doc](#)
[RESOLUTION 2019-x-Jennifer_Smart_HPC_Appointment.docx](#)

6. Legislative Items

- 6.A. Appointment of Member to the Board of Adjustment and Planning Board
[boa_pb_Appointments_March2019-summary.docx](#)
[BOA_PB_coversheet.pdf](#)

- 6.B. Consideration of Approval for an Ordinance Amending the Code of Ordinances of the Town of Wake Forest to Prohibit the Use of Motorized Scooters
[BOC_Summary_Sheet_-_Motorized_Scooters_Ordinance.docx](#)
[Ordinance_to_Amend_the_Code_of_Ordinances_to_Prohibit_Motorized_Scooters.docx](#)

7. Planning Items

- 7.A. Consideration of Approval of LEGISLATIVE CASE RZ-18-15, Forbes Planned Unit Development (PUD): Request filed by Stiles Corporation to rezone approximately 77.09 acres located near the 500 block of Dr. Calvin Jones Highway from Conditional Use Highway Business (CU HB) and Neighborhood Business (NB) to Planned Unit Development (PUD), being Wake County Tax PINs 1830-86-5681 and 1830-85-0298.
[031919 BOC Agenda Summary.pdf](#)
[Ordinance_RZ-18-15 Forbes PUD.docx](#)
[Consistency Statement_RZ-18-15 Forbes PUD.pdf](#)
[Attachment A.pdf](#)
[Attachment B-PUD Document.pdf](#)
[Attachment C-SW Quadrant Master Plan.pdf](#)
[Attachment D-SW Quadrant Architecturals.pdf](#)
[PB Written Recommendation.pdf](#)
- 7.B. Consideration of Approval of an Ordinance for Speed Zone Enactment for 40 mph Speed Zone on Durham Rd (NC 98 Bus)
[01 BOC_3-19-19_speed_limit_reduction_durhamrd_summary.pdf](#)
[BOC_3-19-19_resolution2019-x_Durham_Road_LowerSpeedLimitConcurrence_to_NCDOT_March_2019.doc](#)
[Ord2018-x - amending_code_speed_durham_rd.doc](#)
[04 Durham_NC98Bus_DOT Attachments.pdf](#)

8. Administration and Financial Items

- 8.A. Consideration of Approval of Resolution Authorizing Installment Purchase Contract (160A-20) with PNC Public Finance - Downtown Streetscape Improvements
[Downtown Streetscape IPA resolution \(PNC\)_summary.pdf](#)
[Streetscape Financing Proposals.pdf](#)
[PNC Term Sheet - Town of Wake Forest - 8 March 2019.pdf](#)
[Wake Forest Resolution Approving Financing Terms_PNC_Streetscape.docx](#)
- 8.B. Consideration of approval of 2019 - 2024 Capital Improvements Plan Update
[CIP Update Approval_Summary.pdf](#)
[Funding Level Summary_FY 2019-2020.pdf](#)

9. Public Services Items

- 9.A. Consideration of the Town of Wake Forest Designating and Appropriating Maintenance of Mangum Cemetery in accordance with G.S. 160A-344.
[Mangum_cemetery-summary.docx](#)
[Resolution to adopt abandoned cemetery - 1077543v1.DOC](#)
[MANGUM CEMETERY - BOUNDARY.pdf](#)

10. Parks and Recreation Items

11. Public Safety Items

12. Other Business

- 12.A. Wake County Tax Releases (delayed to the April 16, 2019 meeting)
[Tax_Release-summary.docx](#)
- 12.B. Department Monthly Report
[Feb 2019-monthly_rpt.docx](#)

13. Adjournment