



Wake Forest Board of Commissioners

Meeting Agenda

July 16, 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 June 4, 2019 (Work Session & Joint Public Hearing) and June 18, 2019 (Regular Board of Commissioners Meeting).

[mins6-4-19-WS-draft.pdf](#)

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

[mins6-18-19-draft.pdf](#)

3. Presentations

- 3.A. Presentation on the Fall Loose Leaf Collection

[loose_leaf-summary.docx](#)

[Loose leaf_Collection_FY1920.docx](#)

- 3.B. Senior Center update presentation by Hale Architecture and Focus Design and Build LLC.

[Senior_center-update-July_16_BOC_Summary.docx](#)

- 3.C. Resolution Recognizing Purple Heart Recipients

[purple_heart_recognition-2019-summary.docx](#)

[Resolution2019-x__purple_heart_honorees.docx](#)

- 3.D. Proclamation Recognizing the Week of August 7, 2019 as Purple Heart Week

[Purple_Heart_Week_Proclamation_Aug_2019.doc](#)

- 3.E. Resolution Recognizing WWII Veterans

[resolution2019-x_WWII_veterans.docx](#)

- 3.F. Resolution Recognizing Korean War Veterans

[RESOLUTION2019-x_Korean_War_veteran_recognition.docx](#)

- 3.G. Resolution Recognizing Census Day - April 1, 2020

[Wake Forest Census Day Proclamation 2020.pdf](#)

4. Public hearings / Public Comment

- 4.A. Public hearing on the sale of real property owned by the Town of Wake Forest to DRCW Investments, LLC, pursuant to G.S. 160A-457 - (100 Block of Caddell St.)
[Caddell_DRCW_Investments_LLC_property_Conveyance-PH-Summary_Sheet.docx](#)
[NOPH MF DRCW \(003\).pdf](#)
[Wake Forest - Resolution Approving Sale to DRCW Investments,LLC - 100 Block Caddell .docx](#)
[160A-457.pdf](#)
[Caddell Street.ToWF Property.pdf](#)
[HUD_LOWMOD_WF051.pdf](#)
[Caddell St Lot.TOWF.2018.pdf](#)
[Caddell Street \(DRCW Investments,LLC\) - Wake Forest Development Agreement.Final\(1085872.4\).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 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. Appointment of Members to the Youth In Government Advisory Board
[YIG_appointment-summary.docx](#)
[RESOLUTION2019-x_YIG_appointments2019.docx](#)
- 5.B. Appointment of Zee Khan to the Technology Advisory Board
[TAB_appointment-summary.docx](#)
[RESOLUTION2019-X-ZEE_KHAN_TAB_appt_July2019.docx](#)
- 5.C. Approval of a resolution to accept a petition requesting contiguous annexation submitted by Wegmans Food Markets Inc for property located near the 500 block of Dr. Calvin Jones Highway, being Wake County Tax PIN 1830-86-5681 and adjacent rights-of-way

[071619 BOC Agenda Summary.pdf](#)
[2019-06-05 14176 ANNEXATION PETITION - EXECUTED.pdf](#)
[2019-06-25 14176 ANNEXATION.pdf](#)
[CERTIFICATE OF SUFFICIENCY.docx](#)
[2019-06-03 14176 LEGAL DESCRIPTION - AREA TO BE ANNEXED.pdf](#)
[PUBLIC HEARING RESOLUTION.docx](#)

- 5.D. Approval of a resolution to accept a petition requesting contiguous annexation submitted by NorthView Partners for property located at 0, 3700, 3712, and 3716 Rogers Branch Road, being Wake County Tax PINs 1749-68-8558, 1749-78-1509, 1749-78-4712, and 1749-78-2560, and adjacent rights-of-way.

[071619 BOC Agenda Summary.docx](#)
[Annexation Petition.pdf](#)
[Legal Description.pdf](#)
[Annexation Map Exhibit.pdf](#)
[CERTIFICATE OF SUFFICIENCY.docx](#)
[PUBLIC HEARING RESOLUTION.docx](#)

- 5.E. Memorandum of Understanding Between Wake County and Town of Wake Forest for 2020 US Census

[071619_BOC_Agenda_Summary.docx](#)
[MOU - Census Funding - Wake Forest.pdf](#)

- 5.F. Approval of a Resolution of Support of Continued Funding of an Approved Grant from the NC Governor's Highway Safety Program

[NC_Gov_HSPG-Highway_safety_2019_Summary.docx](#)
[Resolution FFY 2020.pdf](#)
[2019-2020 Traffic Grant.pdf](#)

- 5.G. Resolution to approve Intermunicipal Agreement between the Town of Wake Forest and City of Raleigh for the purposes of reimbursement for the installation of certain water and sanitary sewer facilities, as requested by RALEIGH, within the Wake Forest Downtown Improvements, Phase III project.

[BOC_BOCSummary_Sheet_DowntownImprovementsPh3_COR Intermunicipal Agreement_Brooks StreetSS_7.16.19.docx](#)
[Resolution2019-x_DowntownImprovementsPh3_COR Intermunicipal Agreement_Brooks StreetSS_7.16.19.pdf](#)

6. Legislative Items

7. Planning Items

- 7.A. Consideration of the sale of real property owned by the Town of Wake Forest to DRCW Investments, LLC, pursuant to G.S. 160A-457 (100 Block of Caddell St.)

[Caddell_DRCW_Investments_LLC_property_Conveyance-Summary_Sheet.docx](#)
[NOPH MF DRCW \(003\).pdf](#)
[Wake_Forest_-_Resolution_Approving_Sale_to_DRCW_Investments_LLC_-_100_Block_Caddell.docx](#)
[160A-457.pdf](#)
[Appraisal_Caddell_St_May2019.pdf](#)
[Caddell_Street.ToWF_Property.pdf](#)
[Caddell_St_Lot.TOWF.2018.pdf](#)
[Caddell_Street_DRCW_Investments_LLC_-_Wake_Forest_Development_Agreement.Final_1085872.4_.pdf](#)

- 7.B. Consideration of a waiver request submitted by Mitchell Design Group to a 6-month waiting period in order to resubmit a rezoning application denied by the Board of Commissioners on May 21, 2019.

[mitchell_group-waiver-summary.docx](#)
[Rezoning Filing Waiver Request.pdf](#)
[RESOLUTION2019-x-Mitchell_group_6-month-zoning-waiver.docx](#)

8. Administration and Financial Items

- 8.A. Consideration of resolution approving an offer from Mr. Chris Jorgensen to purchase a portion of property from the Town of Wake Forest located at 225 S Taylor Street, Wake Forest, North Carolina. The property to be conveyed is approximately 0.020 acres in size and is a portion of Wake County PIN# 1841507604 currently shown as approximately 5.91 acres.

[C_jorgensen_upset-bid-La-foresta-summary.docx](#)
[Jorgensen Transaction - Resolution Authorizing Upset Bid Process\(2189660.3\).docx](#)
[Jorgensen-Exhibit A.pdf](#)

9. Public Services Items

10. Parks and Recreation Items

11. Public Safety Items

12. Other Business

- 12.A. Wake Co Tax Releases (rec'd 7/11/19)

[Wake_Co_tax_releases.pdf](#)

- 12.B. Monthly Report

[June_2019-Monthly_rpt.pdf](#)

12.C. Commissioner Reports

12.D. 143-318.11.a(5) Closed sessions: To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

Address: 703 Stadium Dr. for the purpose of road right of way

13. Adjournment