



**Wake Forest Board of Commissioners  
Meeting Minutes  
February 16, 2021 at 7:00 PM**

Mayor Jones called the meeting to order at 7:00 p.m. She led everyone in the Pledge of Allegiance. Town Hall was open to anyone; however, due to COVID-19 restrictions, the meeting was also made available for the public to view on Channel 10 television and live stream. Anyone wishing to provide public comment virtually were provided instructions and access using Zoom, an electronic meeting platform.

**Council Members Present**

Mayor Vivian A. Jones  
Commissioner Jim Dyer  
Commissioner Chad Sary  
Commissioner Liz Simperts  
Commissioner Bridget Wall-Lennon  
Commissioner Adam Wright

**Staff Present**

Kip Padgett, Town Manager  
Eric Vernon, Town Attorney  
Deeda Harris, Town Clerk  
Aileen Staples, Chief Financial Officer

**Staff Present (Continued)**

Ben Blevins, Senior Budget Analyst  
Adam Oates, Chief Information Officer  
Courtney Tanner, Planning Director  
Jennifer Currin, Assistant Planning Director  
Patrick Reidy, Senior Planner  
Kari Grace, Planner  
Virginia Jones, Human Resources Director  
Jeff Leonard, Police Chief  
Matt May, Police Captain  
Brian Mote, Police Captain

Due to the meeting being offered virtually, there was a roll call vote taken with each item.

**1. Approval of Agenda**

**ACTION:** Commissioner Simperts made a motion to approve the agenda.

Commissioner Wright seconded the motion, which carried (5,0).

A roll call vote was taken with Commissioner Simperts, Sary, Wright and Dyer and Wall-Lennon voting yes.

**2. Approval of Minutes**

- 2.A. Approval of Minutes for Meetings held January 4, 2021 (Work Session & Joint Public Hearing), and meeting held January 19, 2021 (Regular Board of Commissioners Meeting)

**ACTION:** Commissioner Dyer made a motion to approve the Minutes for Meetings held December 1, 2020 (Work Session & Joint Public Hearing), and meeting held December 15, 2020 (Regular Board of Commissioners Meeting). Commissioner Wright seconded the motion, which carried (5,0).

A roll call vote was taken with Commissioner Simperts, Sary, Wright and Dyer and Wall-Lennon voting yes.

**3. Presentations**

- 3.A. Presentation from Mr. Jim Crawford and local Boy Scout Troop

Mr. Jim Crawford Neuse River District Advancement Chair with the Boy Scouts attended the meeting with scouts Christopher Itsenson and Arthur "AJ" Jackson III. They were with Troop 500 at the United Methodist Church. Mr. Crawford mentioned this was the 111<sup>th</sup> year of scouting and an inaugural year in recognizing ladies who had achieved the Eagle Scout rank. Once an eagle scout project was finished, they usually recognized the scout by placing a plaque with their name and troop with the project. Some projects were completed for the town and there was no place for a plaque. They were presenting a plaque to the town for those and future projects. Mayor Jones accepted on behalf of the town.

- 3.B. Resolution Recognizing Christopher S. Graham on his Retirement

Mayor Jones presented Officer Graham with a retirement resolution and plaque for his fifteen years of service. She shared he had a tremendous influence on the youth in the community. Officer Graham thanked Chief Leonard, former Chief Harrington and fellow officers. He said he bragged on the Town of Wake Forest Police Department whenever at DARE events. He thanked those that had worked along side him, his wife and Mayor Jones and the commissioners for their support and attending the DARE graduations.

**ACTION:** Commissioner Wall-Lennon made a motion to approve a resolution recognizing Christopher S. Graham on his retirement. Commissioner Sary seconded the motion, which carried (5,0).

A roll call vote was taken with Commissioner Simperts, Sary, Wright and Dyer and Wall-Lennon voting yes.

Chief Leonard said with Officer Graham retiring and the upcoming retirements, it made it possible for other promotions. Because of COVID, the Police Department was not able to have their normal promotion ceremony with family, commissioners and staff so taking the opportunity at the board meeting to introduce the following promotions effective February 21, 2021: Sgt B. High to Lieutenant, Corp T. Larimore to Sergeant and Det. D. Ragland to Corporal.

- 3.C. Closed Session. N.C.G.S. 143-318.11 (3) Consultation with the Attorney re: Schooldev East LLC vs the Town of Wake Forest & Closed Session. N.C.G.S. 143-318.11 (3) Consultation with the Town Attorney

**ACTION:** Commissioner Simperts made a motion to go into Closed Session at 7:14p.m. Commissioner Sary seconded the motion, which carried (5,0).

A roll call vote was taken with Commissioner Simperts, Sary, Wright and Dyer and Wall-Lennon voting yes.

**ACTION:** Commissioner Simperts made a motion to come out of Closed Session at 7:40 p.m. Commissioner Wright seconded the motion, which carried (5,0).

A roll call vote was taken with Commissioner Simperts, Sary, Wright and Dyer and Wall-Lennon voting yes.

**4. Public hearings / Public Comment**

- 4.A. Public Hearing to receive public input for the FY 2021-2022 Budget

There was no one to speak.

- 4.B. Public hearing on a petition requesting non-contiguous (satellite) annexation submitted by Thales Academy for property located at 2129 Wait Avenue, being Wake County Tax PIN 1860-16-1023 and is approximately 37.1 acres.

Mayor Jones said Mr. Joe Armistead spoke at the last hearing. There was no one else to speak. The hearing was closed. Because the meeting was also being held virtually over zoom and COVID legislation, the board would consider the annexation at the March 2, 2021 meeting.

- 4.C. Public Comment: There was no one to speak.

**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 to surplus the badge and service weapon carried by Officer Scott Graham
- 5.B. Approval of resolution designating Deputy Finance Officer
- 5.C. Approval of Budget Ordinance Amendment # 3 for FY 2020 - 2021
- 5.D. Approval of a Resolution to Accept the 2021 National Fitness Campaign Grant
- 5.E. Approval of Resolution in Appreciation of Services of Outgoing Advisory Board Members

**ACTION:** Commissioner Wall-Lennon made a motion to approve the items above on the consent agenda.

Commissioner Dyer seconded the motion, which carried (5,0).

A roll call vote was taken with Commissioner Simperts, Sary, Wright and Dyer and Wall-Lennon voting yes.

**6. Legislative Items**

**7. Planning Items**

- 7.A. Consideration of QUASIJUDICIAL ITEM SD-20-07 Traditions Grande Care Facility Major Subdivision filed by Triangle Site Design, for approximately 14 acres located at 651 Gilcrest Farm Road, being Wake County Tax PIN 1851-24-5850

The joint public hearing was opened at the January 5, 2021 meeting and continued to the February 2, 2021 meeting. The Planning Board, at their February 2, 2021 meeting, voted 7-1 to recommend denial of the Major Subdivision.

Per the Unified Development ordinance (UDO) Section, 15.9.2 (Subdivision Master Plan, Major), the Board of Commissioners must find that the request complied with the following Findings of Fact in order to approve or approve with conditions:

Finding 1: The plan is consistent with the adopted plans and policies of the Town.

Finding 2: The plan complies with all applicable requirements of the Wake Forest Unified Development Ordinance.

Finding 3: There exists adequate infrastructure (transportation & utilities) to supports the plans as proposed.

Finding 4: The application will not be detrimental to the use or development of adjacent properties or other neighborhood uses

Commissioner Sary commented this was to subdivide land into two parcels and for the dedication of a road that had been planned. It was not about future uses. Tonight, they were voting on if the two-lot subdivision met the Findings of Fact and compliant with the UDO.

**ACTION:** Commissioner Sary made a motion to approve QUASIJUDICIAL ITEM SD-20-07 Traditions Grande Care Facility Major Subdivision filed by Triangle Site Design, for approximately 14 acres located at 651 Gilcrest Farm Road, being Wake County Tax PIN 1851-24-5850 based on the Findings of Fact  
Commissioner Dyer seconded the motion, which carried (5,0).

A roll call vote was taken with Commissioner Simperts, Sary, Wright and Dyer and Wall-Lennon voting yes.

7.B. Consideration of Legislative Case RZ-20-07 Thales Academy for a Zoning Map Amendment (Rezoning) request filed by Thales Academy to rezone 38± acres located at 2129 Wait Avenue from Wake County's Highway District (HD) to Highway Business Conditional District (HB CD), being Wake County Tax PIN 1860161023

A joint public hearing was held on the rezoning request at the February 2, 2021 Planning Board meeting. The Planning Board voted unanimously to recommend approval of the zoning map amendment (rezoning) request with the conditions proposed by the applicant, in addition to incorporation of details regarding the proposed buffers as discussed in the neighborhood meetings. The revised conditions are included in Attachment C.

Per Session Law 2020-3, written public comment was to be accepted up to 24 hours after the close of the public hearing when meetings were conducted virtually. No public comments were received within 24 hours of the public hearing. Because the property had not yet been annexed, action on this item would be taken at the March 2, 2021 work session, but they would discuss the item.

Commissioner Sary asked to be recused from the discussion as he worked for the firm providing the design. The board agreed.

Commissioner Wright had a concern of the traffic in that area with a school. He was familiar with the traffic at the other Thales and Franklin Academy Schools. Also, with it being a K-12 they would have more students and longer ramping process. He said Jones Dairy Elementary a public elementary school was in close proximity. He wondered what impact that would have on that school. Commissioner Simperts mentioned the times would be staggered. Commissioner Wright also mentioned the traffic on Rogers due to

Thales Academy. Mayor Jones said Thales Academy on Rogers Rd did not have any queuing on campus so that was different.

8. Administration and Financial Items

8.A. Consideration of approval of 2021 - 2026 Capital Improvements Plan Update

Mayor Jones asked about the funding for the Dunn Creek Greenway. Chief Financial Officer Staples said she was pretty certain that was in future years. Assistant Planning Director Currin said there were no LAPP projects for the upcoming year.

**ACTION:** Commissioner Wright made a motion to approve 2021 - 2026 Capital Improvements Plan Update.

Commissioner Dyer seconded the motion, which carried (5,0).

A roll call vote was taken with Commissioner Simperts, Sary, Wright and Dyer and Wall-Lennon voting yes.

9. **Public Services Items**

10. **Parks and Recreation Items**

11. **Public Safety Items**

12. **Other Business**

12.A. Wake County Tax Releases

12.B. Monthly Report

12.C. Quarterly Project Updates

12.D. Commissioner Reports

The elected officials were pleased with the Human Relations Black History Honor Roll program. Commissioners Dyer and Wright shared they were doing some reading for Black History Month and enjoying what they were learning. Commissioner Wright was reading "The Color of Law". Commissioner Sary reminded everyone of the Northeast Community Plan meetings scheduled March 9, 2021 at 6:30 p.m. and Saturday, March 13, 2021 at 10 a.m.

Mayor Jones also thought staff did a great job with the retreat. She had spoken with Senator Crawford. They had a good conversation about Wake Forest. She felt good about her representing the Town of Wake Forest. She congratulated Lisa Hayes as she was honored for her work with the Downtown Development Board. She mentioned the

town had lost a couple important people in the community – Mr. David Cook a business owner, Mrs. Hazel Watkins who had taken care of a lot of kids over the years and been a major icon in the community and also Mr. Jim Hoy who owned the auction house.

Town Manager Padgett along with the elected officials were pleased with the retreat held February 12, 2021. The retreat gave staff good direction going forward. He mentioned town linemen that had gone to help in Virginia would be coming back to Wake Forest as an ice storm was in the forecast. He also mentioned to keep employees in your prayers. There were a couple in the hospital due to COVID complications.


Chief Financial Officer Staples said the town had received a check from Wake County from the CARES Act. The town had applied and received reimbursement for COVID expenses and fifty percent of the police salaries from July to December 2020. Those funds (a little over \$1 million) would be placed back into the fund balance. She mentioned the Local Government Commissioner required a COVID report which was submitted by January 15, 2021.

13. Adjournment

With nothing else to discuss, Mayor Jones adjourned the meeting at 8:11 p.m.

Respectfully submitted:

  
Town Clerk

  
Mayor

