



Wake Forest Board of Commissioners Meeting Minutes

The Wake Forest Board of Commissioners met on **Tuesday, July 19, 2022** at 6:00 p.m. in the Board Room at Wake Forest Town Hall, 301 S Brooks Street.

Mayor Jones called the meeting to order at 6:00 p.m.

Mayor Jones led everyone in the Pledge of Allegiance.

Council Members Present: Mayor Vivian A. Jones, Commissioner Jim Dyer, Commissioner Chad Sary, Commissioner Keith Shackelford, and Commissioner Nick Sliwinski

Commissioner Members Absent: Commissioner Adam Wright

Staff Members Present:

Town Manager Kip Padgett
Town Attorney Hassan Kingsberry
Assistant Town Manager Candace Davis
Town Clerk Theresa Savary
Planning Director Courtney Tanner
Assistant Planning Director Jennifer Currin
Senior Planner Patrick Reidy
Senior Planner Tim Richards
Planner 1 Emma Linn
Chief Financial Officer Aileen Staples

Engineering Director Joseph Guckavan
Strategic Performance Manager Lisa Hayes
Police Chief Jeff Leonard
Police Captain Brian Mote
Fire Chief Ron Early

1. Approval of Agenda

1.A. Approval of Agenda

ACTION:

Mover: Commissioner Dyer moved to approve the agenda as presented.

Seconded: Commissioner Sary.

Vote: Motion carried 4-0.

2. Approval of Minutes

2.A. Approval of Minutes:

- May 3, 2022, Work Session
- May 17, 2022, Regular Meeting

ACTION:

Mover: Commissioner Sliwinski moved to approve the minutes as presented.

Seconded: Commissioner Dyer.

Vote: Motion carried 4-0.

3. Presentations

3.A. Consideration of a Resolution of Appreciation for the Service of Bonnie Johnson on the July 3rd Independence Day Celebration and Children's Parade events

Mayor Jones presented a Resolution of Appreciation for the Service of Bonnie Johnson.

**RESOLUTION 2022-35
RESOLUTION OF APPRECIATION FOR THE
SERVICE OF
BONNIE JOHNSON**

WHEREAS, the Wake Forest July 3rd Independence Day Celebration and the Wake Forest July 4th Children's Parade are iconic, beloved traditions in the Wake Forest Community; and

WHEREAS, Bonnie Johnson served on the original planning committee for the Wake Forest July 3rd Independence Day Celebrations; and

WHEREAS, Bonnie Johnson proudly represented "Lady Liberty" for 35 years at the Wake Forest July 3rd Independence Day Celebration and the Wake Forest July 4th Children's Parade; and

WHEREAS, Bonnie Johnson put forth substantial effort in volunteering on both the Wake Forest July 3rd Independence Day Celebration and the Wake Forest July 4th Children's Parade committees, assisting with planning, coordination, managing the concessions stand, coordinating children's activities in the park and many other duties; and

WHEREAS, Bonnie Johnson served unselfishly in her capacity as "Lady Liberty" for 35 years on the Wake Forest July 3rd Independence Day Celebration, and on the Wake Forest July 4th Children's Parade and Art in the Park activities for over 20 years; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Wake Forest, North Carolina, that Bonnie Johnson is hereby officially commended by this Board on behalf of the citizens of Wake Forest for valuable service rendered to the Town of Wake Forest.

BE IT FURTHER RESOLVED that this resolution be made a part of the permanent records of the Town of Wake Forest and that a copy of this resolution be presented to Bonnie Johnson.

3.B. Consideration of a Resolution of Appreciation for the Service of William R. Brown on the July 3rd Fireworks and July 4th Children's Parade event committees

Mayor Jones presented a Resolution of Appreciation for the Service of William R. Brown.

RESOLUTION 2022-36
RESOLUTION OF APPRECIATION FOR THE
SERVICE OF
William R. Brown

WHEREAS, the Wake Forest July 3rd Independence Day Celebration and the Wake Forest July 4th Children's Parade are iconic, beloved traditions in the Wake Forest Community; and

WHEREAS, William R. Brown served on the planning committees for the Wake Forest July 3rd Independence Day Celebrations and the July 4th Children's Parade; and

WHEREAS, William R. Brown proudly represented "Uncle Sam" for 20 years at the Wake Forest July 4th Children's Parade; and

WHEREAS, William R. Brown put forth substantial effort in volunteering on both the Wake Forest July 3rd Independence Day Celebration and the Wake Forest July 4th Children's Parade committees, assisting with planning, coordination, and many other duties; and

WHEREAS, William R. Brown served unselfishly in his capacity as "Uncle Sam" in the Wake Forest July 4th Children's Parade and Art in the Park activities for over 20 years; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Wake Forest, North Carolina, that William R. Brown is hereby officially commended by this Board on behalf of the citizens of Wake Forest for valuable service rendered to the Town of Wake Forest.

BE IT FURTHER RESOLVED that this resolution be made a part of the permanent records of the Town of Wake Forest and that a copy of this resolution be presented to William R. Brown.

3.C. Proclamation Recognizing the 95th Birthday of Dorothy Mae Parker Jackson

Mayor Jones said the proclamation has been sent to be read at Ms. Jackson's Birthday Party.

**PROCLAMATION
THE 95TH BIRTHDAY OF
DOROTHY MAE PARKER JACKSON**

WHEREAS, Dorothy Mae Parker Jackson was born in Wake County on July 27, 1927; and

WHEREAS, Dorothy attended W.E.B. DuBois High School in Wake Forest and was recognized as an honor student; and

WHEREAS, Dorothy worked as a teacher's assistant during her senior year and graduated from W.E.B. DuBois in 1945; and

WHEREAS, Dorothy Mae Parker Jackson has been recognized as a Distinguished Alumna of W.E.B. DuBois High School for her outstanding work in church ministries and enduring service to the community; and

NOW, THEREFORE, I, Vivian A. Jones, Mayor of the Town of Wake Forest, do hereby proclaim July 27, 2022, Dorothy Mae Parker Jackson Day in the Town of Wake Forest and send congratulations as she celebrates her Ninety-Fifth Birthday.

3.D. Resolution Recognizing Claudia Bradley on her Retirement

Mayor Jones presented Claudia Bradley with a resolution recognizing her retirement.

**RESOLUTION 2022-37
RESOLUTION OF APPRECIATION FOR
THE SERVICES OF
Claudia M. Bradley**

*WHEREAS Claudia M. Bradley served as an Accounting Technician for the Town of Wake Forest Finance Department from May 22, 2001, until her retirement on August 1, 2022; and
WHEREAS Claudia M. Bradley processed accounts payable, distributed petty cash, maintained all fixed assets records and completed other accounting functions as needed for the Town; and*

WHEREAS Claudia M. Bradley exemplified excellent internal customer service for the organization in providing notary services, distributing payments and other support always with a smile; and

WHEREAS Claudia served unselfishly in her capacity for the good of the Town of Wake Forest, making sacrifices in personal and family ties; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Wake Forest, North Carolina, that Claudia Bradley is hereby officially commended by this Board on behalf of the citizens of Wake Forest for valuable and outstanding service rendered to the Town of Wake Forest in her official capacity as an Accounting Technician.

BE IT FURTHER RESOLVED that this resolution be made a part of the permanent records of the Town of Wake Forest and that a copy of this resolution is presented to Claudia Bradley.

4. Public hearings / Public Comment
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4.A. Public Hearing on a petition requesting contiguous annexation submitted by RP HV Lakeside LLC and Tri Point Homes Holdings INC for property associated with Holding Village Phase 10 located at 0 Dr. Calvin Jones Hwy and 0 Friendship Chapel Road being Wake County PINs 1840-46-5430 and 1840-36-9255 and adjacent right-of-way being approximately 29.16 acres. (AN-22-03)

Mayor Jones asked if anyone wished to speak.

David Bergmark Senior Planner at McAdams stated he assisted in preparing the application and was in attendance to respond to any questions.

There were no further questions or comments.

Mayor Jones declared the public hearing closed.

4.B. Public Hearing on LEGISLATIVE CASE RZ-22-01, Wake Union, a rezoning filed by Kimley-Horn to rezone 71.46± acres located at 0 Wake Union Church Road, 0 and 12415 Capital Boulevard, and 0 Kearney Road, being Wake County Tax PINs 1831644698, 1831751080, 1831646036, and 1831537516, from Conditional Use Highway Business (CU HB) to Residential Mixed- Use Conditional District (RMX-CD) and Neighborhood Mixed-Use Conditional District (NMX-CD).

Mayor Jones asked if anyone had any public comments.

Public Comment

Shipman Northcutt, 304 Capellan St., Wake Forest, NC was in attendance representing residents of the St. Ives neighborhood. Mr. Northcutt submitted and read the attached comments from his neighborhood association regarding the development.

A hardcopy of the comments is filed in the Clerk's Office with the July 19, 2022, minutes.

Steven Whitworth, 8029 Corporate Center Dr., Suite 100, Charlotte, NC is the developer of the project. Mr. Whitworth spoke about several projects he's been involved with and has focused on a-plus products and amenities. He mentioned the project is a highly walkable destination and pedestrian area.

Elizabeth Mitchell, 251 Capellan St., Wake Forest, NC stated traffic was her concern.

There were no further comments.

Mayor Jones declared the public hearing closed.

4.C. Public Hearing on TA-22-03: Unified Development Ordinance Text Amendment to update Chapters 1 and 8

Mayor Jones asked if anyone wished to speak. No one came forward to speak. Mayor Jones closed the public hearing.

4.D. Public Hearing to receive public comment on the proposed bond orders authorizing \$23,720,000 Roadway and Transportation Bonds, \$24,430,000 Parks and Recreation Bonds, \$14,350,000 Greenway Improvement Bonds and \$12,500,000 Parking Facilities Bonds

Mayor Jones asked if anyone wished to speak. No one came forward to speak. Mayor Jones closed the public hearing.

ACTION:

Mover: Commissioner Sary moved to approve Item 4.D as presented.

Seconder: Commissioner Dyer.

Vote: Motion carried 4-0.

4.E. 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.

Mayor Jones asked if anyone had any public comments. No one came forward to speak. Mayor Jones closed the public comment.

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 Appointments to Citizen Advisory Boards

5.B. Approval of an NCDOT Municipal Concurrence Package to enact a speed ordinance on a section of SR 2044 (Ligon Mill Road) between SR 4428 (Song Sparrow Dr.) and US 1 (S. Main St).

ACTION:

Mover: Commissioner Dyer moved to approve the consent agenda as presented.

Seconder: Commissioner Sliwinski.

Vote: Motion carried 4-0.

6. Legislative Items

No Legislative Items presented.

7. Planning Items

7.A. Consideration of a petition requesting contiguous annexation submitted by RP HV Lakeside LLC and Tri Point Homes Holdings INC for property associated with Holding Village Phase 10 located at 0 Dr. Calvin Jones Hwy and 0 Friendship Chapel

Road being Wake County PINs 1840-46-5430 and 1840-36-9255 and adjacent right-of-way being approximately 29.16 acres (AN-22-03)

ACTION:

Mover: Commissioner Sary moved to approve Item 7.A. as presented.

Seconded: Commissioner Shackelford.

Vote: Motion carried 4-0

7.B. Consideration of LEGISLATIVE CASE RZ-22-01, Wake Union, a rezoning filed by Kimley-Horn to rezone 71.46± acres located at 0 Wake Union Church Road, 0 and 12415 Capital Boulevard, and 0 Kearney Road, being Wake County Tax PINs 1831644698, 1831751080, 1831646036, and 1831537516, from Conditional Use Highway Business (CU HB) to Residential Mixed- Use Conditional District (RMX-CD) and Neighborhood Mixed-Use Conditional District (NMX-CD).

Commissioner Dyer inquired about a roundabout at Kearney Rd. Senior Planner Patrick Reidy said one of the conditions is the applicant would further investigate a roundabout at the intersection of Wake Union Church Rd. and Kearney Rd. The funding and construction would be negotiated through a Developers Agreement.

Mayor Jones asked what was the original condition #14 regarding the height of buildings. Mr. Reidy stated the original condition #14 spoke to the two buildings directly across from Prestwicke Subdivision. It was limiting those two buildings not to exceed four-stories.

Commissioner Sary asked if the developer would conduct a study on a roundabout and come back to the Board with the results. Mr. Reidy replied yes, as a separate reimbursement development agreement.

Mayor Jones asked why they're removing the walking trails and community garden from the open space. Mr. Reidy stated the Planning Board felt the walking trails and community garden were already being provided and they'd have more recreation opportunities by removing those two.

Commissioner Sliwinski asked about the increase in traffic with the new improvements on Capital Boulevard; specifically, where the new intersection would be installed. Mr. Reidy said he did not have the numbers available, but the traffic consultant is in attendance and may be able to speak more on that.

Commissioner Dyer asked when a decision is going to be made on what they're going to do at the traffic circle. Mr. Reidy said that'll be part of the construction drawings.

Commissioner Sary asked the timeline of the project. Mr. Reidy believes sooner rather than later. His understanding is it could move quickly. Commissioner Sary suggested a timeframe put on the project versus just leaving it out there.

Town Manager Padgett stated this is not a quasi-judicial hearing and if the Board would like to talk with the engineer, even though the public hearing is closed, they can come up and answer questions.

Commissioner Sary would like to hear the timeframe from the developer. Trace McCreary with Varden Capital Properties (VCP) said they're supportive of cooperating with the town and if the Board would like to enter into an agreement, they would be supportive of it.

Traffic Engineer Travis Fluitt with Kimley Horn and Associates spoke about the different phases of traffic flow. Mr. Fluitt said the main crossover intersection would operate comparably to the way the intersection does today in terms of level of service. Mr. Fluitt stated all movements in the intersection will be signalized.

Commissioner Sliwinski asked what happens if NCDOT doesn't approve it. Mr. Reidy said he's pretty certain it's locked in. Mr. Fluitt said NCDOT has approved the configuration as part of the Traffic Impact Analysis (TIA).

Commissioner Sary said anytime you have thirty plus conditions on an application it shows the developers, homeowners, and the town are working together. He likes the fact there is a good portion of the site that is non-residential. He said there may be some traffic issues to deal with but thinks that's the case everywhere in town. Commissioner Sary believes it's consistent with the Community Plan and is in support of the project.

ACTION:

Mover: Commissioner Dyer moved to approve Case RZ-22-01 with the consistency statement as presented.

Secunder: Commissioner Sary.

Vote: Motion carried 4-0

7.C. Consideration of TA-22-03: Unified Development Ordinance Text Amendment to update Chapters 1 and 8

ACTION:

Mover: Commissioner Shackelford moved to approve TA-22-03 as presented.

Second: Commissioner Dyer.

Vote: Motion carried 4-0

8. Administration and Financial Items

No Administration and Financial Items presented.

9. Public Services Items

No Public Service Items presented.

10. Parks and Recreation Items

No Parks and Recreation Items presented.

11. Public Safety Items

No Public Safety Items presented.

12. Other Business

12.A. Department Monthly Report
Received.

12.B. CIP Project Tracker

Received.

12.C. Strategic Plan

Received.

12.D. Wake County Tax Release

Received.

12.E. Commissioner Reports

Commissioner Sary met with Lee Worsley, Executive Director with Triangle J Council of Government (TJCOG), attended the ribbon cutting at Truist Bank on S. Main Street, participating in the DFI Interviews this week, attending the Public Arts Commission meeting next week.

Commissioner Shackleford had no updates.

Commissioner Sliwinski said Art in the Park is on August 27, 2022, co-hosting the Mental Health Care webinar with Commissioner Wright in cooperation with Wake Med on August 11, 2022, not able to attend the Parks, Recreation & Cultural Resources (PRCR) meeting next week and welcomed the newly appointed members of the PRCR.

Commissioner Dyer attended a 105th birthday celebration, attended the ribbon cutting at Truist Bank, Memorial Flag-Raising Ceremony on Monday, August 1, 2022.

On behalf of the Board of Commissioners, Mayor Jones sent a letter to Anthony Caison, Vice President of Workforce Continuing Education at Wake Tech Community College to congratulate him in receiving the BF Corbett Leadership Academy's Man of the Year Award, she received a letter from the RDU Authority thanking her and the Board for their letter of support to replace its primary commercial service runway, attended Peace in Wake Forest and presented a proclamation to Sri Sri, attending the US Conference of Mayors webinars, attended the mural reveal downtown at Unwined on White.

Planning Director Courtney Tanner stated the City of Raleigh has identified a priority site for a potential water tower located on town owned property north of the ballpark. There are a couple other sites being evaluated as well but the town owned property north of the ballpark would help water pressure issues that are currently downtown as well as in the Northeast Community. Commissioner Sliwinski asked how many acres the site is. Ms. Tanner said she'll have to go back and look and will send the

information to the Board via email. Mayor Jones asked the Board if they're okay with looking at this as a possible site for a tower. Commissioner Sary remarked there seems to be a need for it and would be interested in exploring it. Ms. Tanner said she'll bring back additional information in the future.

Commissioner Dyer said he and Commissioner Wright attended a question-and-answer session with the consultants regarding the UDO Update.

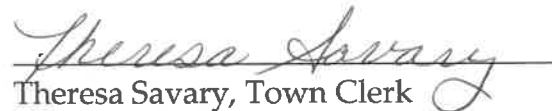
Commissioner Dyer commented on the storm damage on N. Main St. and said town employees did a wonderful job picking up the debris and removing limbs off the power lines.

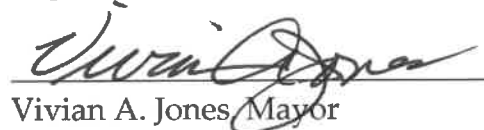
13. Adjournment

With no further business to discuss, the meeting was adjourned at 7:05 p.m.

Duly approved in open session this 16th day of August 2022.

(ATTEST)


Theresa Savary, Town Clerk


Vivian A. Jones, Mayor

