



Wake Forest Board of Commissioners Work Session Meeting Minutes

The Wake Forest Board of Commissioners met on **Tuesday, October 4, 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.

Commissioners Present: Mayor Vivian A. Jones, Commissioner Jim Dyer, Commissioner Chad Sary, Commissioner Keith Shackleford, Commissioner Nick Sliwinski, and Commissioner Adam Wright

Commissioners Absent: None.

Staff Members Present:

Town Manager Kip Padgett
Town Attorney Hassan Kingsberry
Paralegal Shiekell Richardson
Assistant Town Manager Candace Davis
Assistant Town Manager Allison Snyder
Town Clerk Theresa Savary
Chief Financial Officer Aileen Staples
Planning Director Courtney Tanner
Assistant Planning Director Jennifer Currin
Parks, Recreation & Cultural Resources
Director Ruben Wall

Long Range Planning Manager Brad West
Senior Planner Patrick Reidy
Senior Planner Kari Grace
Planner I - Development Services Emma Linn
Police Captain Brian Mote
Captain Julius Jefferson
Fire Chief Ron Early

1. Presentations

- 1.1 Unified Development Ordinance (UDO) Comprehensive Update - Work Session #2 with Consultants

Senior Planner Kari Grace stated Jackie Wells with Houseal Lavigne would provide a presentation on the current stage they're on and the UDO Update process.

Jackie Wells provided a brief project overview and a high-level overview of the existing UDO and the preliminary recommendations.

Commissioner Sary asked if they are looking at three new zoning districts. Ms. Wells replied there will be four new zoning districts: Northeast Neighborhood, Downtown Edge, Downtown Neighborhoods, and the Civic Institutional.

Commissioner Sary asked Ms. Wells if she anticipates the map changes to go along with the text changes and would it be part of one package or does she anticipate them being separate processes. Ms. Wells responded that is still to be determined.

Mayor Jones believes the change in the layout will make it easier to find things.

Mayor Jones asked for an example of an accessory commercial unit (ACU). Ms. Wells replied, artisan workshops and hair salons are examples of ACUs.

A hardcopy of the Wake Forest UDO Comprehensive Update (*Existing UDO Analysis and Preliminary Recommendations Memo Overview Presentation*) is filed in the Clerk's Office with the October 4, 2022 minutes.

1.2. Wake Forest Public Transit Plan: Toole Design Group LLC (Consultant Team) Introduction and Project Kick-Off Presentation

Planning Director Courtney Tanner introduced Project Manager Jared Draper with Toole Design Group, LLC.

Mr. Draper provided a high-level overview of different transit types and where they're going with this project.

Commissioner Shackelford is excited about learning more about the different forms of transportation mentioned during the presentation.

Mayor Jones is excited to hear the results and what Mr. Draper thinks is best for the Wake Forest Community.

A hardcopy of the Wake Forest Wake Forest Public Transit Plan is filed in the Clerk's Office with the October 4, 2022 minutes.

2. Discussion of Monthly Financial Report

2.1. Monthly Financial Report

Received.

3. Review of Draft Agenda for Upcoming Regular Meeting

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The draft agenda was reviewed.

4. Other Business

- 4.1. Closed Session - NCGS 142-318.11(a)(5) 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.

Closed Session - Consultation with the Town Attorney, N.C.G.S. § 143.318.11(a)(3): Town of Wake Forest v. Ailey Young Heirs (21-CVS-13894).

ACTION:

Mover: Commissioner Adam Wright made a motion to go into closed session at 6:37 p.m. for the following items:

Closed Session - NCGS 142-318.11(a)(5) 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.

Closed Session - Consultation with the Town Attorney, N.C.G.S. § 143.318.11(a)(3): Town of Wake Forest v. Ailey Young Heirs (21-CVS-13894).

Secunder: Commissioner Jim Dyer.

Vote: Motion approved 5-0.

The Board of Commissioners reconvened from closed session at 6:55 p.m.

5. Commissioner Reports

Commissioner Sary had no updates.

Commissioner Shackleford had no updates.

Commissioner Sliwinski thanked the Police Department and first responders for National Night Out held on Monday, October 3, 2022, pickleball tournament scheduled on October 7-9, 2022, Joyner Park mural unveiling on Sunday, October 9, 2022.

Commissioner Dyer attended the Human Relations Council meeting, attended the last Memorial Flag-Raising Ceremony of the season, thanked town staff for all the support they've put into the Flag-Raising Ceremony.

Mayor Jones said the Federal Communications Commission (FCC) had a panel discussion concerning the training aspect of broadband connections, attended the Junior Reserve Officers' Training Corps (JROTC) Activation Ceremony, attended Mr. Baker's civic classes at the high school.

Commissioner Wright had no updates.

Town Manager Kip Padgett thanked Public Works, Wake Forest Power, and the Police and Fire Departments for doing a great job during the storm (Hurricane Ian).

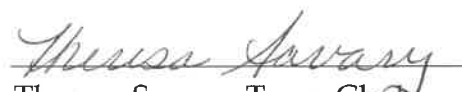
6. Adjournment

The Board of Commissioners adjourned the meeting at 6:58 p.m.

Duly approved in open session this 18th day of November 2022.

(ATTEST)


Vivian A. Jones, Mayor


Theresa Savary, Town Clerk

