

The Wake Forest Board of Commissioners met on Tuesday, Jan. 15, 2019. Mayor Vivian Jones and the five Town Commissioners were present.

An overview of the Board's actions is provided below. To access the complete agenda, visit the [Town's website](#).

Board of Commissioners meeting summaries are issued from the Communications & Public Affairs Department following the Board's monthly meetings, which are typically scheduled on the third Tuesday of each month. To receive each month's meeting summary via email, sign up for [E-Notifier](#).

**Please note: This summary should not be viewed as official minutes. To request the official meeting minutes, contact Town Clerk [Deeda Harris](#).**

### **Presentations**

- A. Proclamation recognizing Jan. 20-26, 2019, as "School Choice Week" in Wake Forest.

### **Public Comment**

Cynthia Daniel-Williams representing the Knightdale-Wake Forest Alumnae Chapter of Delta Sigma Theta Sorority, Inc. discussed the sorority's various "social action mission" activities in Wake Forest.

David Townsend spoke about the Town's proposed right-of-way and encroachment policy.

### **Consent Agenda**

- A. Approval of Budget Ordinance Amendment # 2 for FY 2018-2019.
- B. Approval of Resolution awarding the Construction Contract for Downtown Improvements, Phase 3 to State Contracting, Inc.
- C. Approval of a Resolution to approve Contract Amendment #2 - Construction Phase Services and Materials Testing Services for the Downtown Improvements, Phase 3 project.
- D. Approval of a Resolution for Contract Amendment #3- Construction Administration (CA) for the Downtown Improvements, Phase 3 project.
- E. Approval of a consistency statement for the disapproval of TA-18-05.

### **Appointment of members to Cultural Resources and Technology Advisory Boards**

During its meeting on Jan. 7, the CRAB recommended Sloan Walkup for reappointment. The Technology Advisory Board also recommended David Vaughn to fill a vacancy. The Board voted to confirm these appointments.

### **Code of Ethics for Members of Advisory Boards, Commissions and Councils**

The Board approved a Code of Ethics for members of advisory boards, commissions, and councils intended to provide guidance and clarity for current and future volunteers.

### **Ordinance Amendment - No Parking and Safety Zones**

The Board adopted an addition to Sec. 30-53 of the Town's Code of Ordinances (No Parking & Safety Zones) that addresses the growing problem of vehicles parking in the access aisles of handicap parking spaces. Those access aisles are painted with diagonal hatch marks to discourage parking in them. The updated ordinance specifically prohibits all motorists, regardless of whether the driver and/or the passenger(s) have a disability plate or placard, from parking in the access aisles of handicap parking spaces.

### **Ordinance Amendment – Traffic and Vehicles**

The Board voted to approve an amendment that prohibits parking of commercial, industrial, recreational and construction trucks, vehicles and trailers along town streets.

### **Right-of-Way Encroachment Agreement Policy**

After a lengthy discussion, the Board asked staff to revise a proposed Right-of-Way Encroachment Agreement Policy. Pursuant to NC General Statute § 160A-296, the Town of Wake Forest has the authority to regulate the use of public streets, sidewalks, alleys and other public passages within its corporate limits. A Right-of-Way Encroachment Agreement is required for the installation of non-standard item(s) within a Town-maintained street right-of-way, sidewalk.

### **Election of Mayor Pro Tem**

Board voted to approve Commissioner Greg Harrington as Mayor Pro Tem.

### **Board Committee Appointments**

The commissioners agreed to keep their current appointments on the Town's various committees and advisory boards.

### **Board Retreat**

Town Manager Kip Padgett reminded everyone of the Board Retreat on Friday, Feb. 1, at 9 a.m. at the Wake Forest Renaissance Centre.

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