

The Wake Forest Board of Commissioners met Tuesday, Oct. 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 November 2019 as "National American Indian Heritage Month;"
- B. Proclamation Recognizing November 30, 2019, as Small Business Saturday in the Town of Wake Forest;
- C. Presentation of Annual Reports from the following Town Advisory Boards: Cemetery, Recreation, Senior Center and Historic Preservation.

Public Hearings/Public Comment

Public Hearing to receive input on capital needs for inclusion in the five-year Capital Improvements Plan (CIP) update for FY 2020-25. No one spoke.

Public hearing on a petition requesting contiguous annexation submitted by Alice Soule for property located at 0 Wall Road, and adjacent right-of-way. No one spoke at the public hearing, and the Board voted to approve.

Public hearing on a contiguous annexation petition submitted by: Tryon Investment Partners II, LLC; Pearce Heirs Farm, LLC; Farm, LLC; Herman Pearce Jr.; Eva Lillie Pearce Clontz; Floyd Joseph Clontz Jr.; Marthan Neville and Ronnie Harris; and Pensco Trust Company Custodian FBO for property near the 1700 block of Averette Road. Frank McCoy and Hughen Nourse spoke in objection.

Public Comment

Robert Champion asked the Board to consider an ordinance prohibiting on-street parking.

Louise Springer asked the Board to consider making it a requirement that developers publish site plans in the newspaper. She also requested a park and ride lot for bus riders in Wake Forest.

Consent Agenda

- A. Resolution Recognizing Anthony Thornburg on his Retirement;
- B. Approval of a resolution to accept a petition requesting contiguous annexation submitted by Moffat Properties LLC for property located at 0 Burlington Mills Road and adjacent right-of-way;
- C. Approval of Budget Ordinance Amendment # 1 - FY 2019-20;
- D. Appointment of Randy Bright and Edward G. Bond, Jr. to the Wake Forest Fireman's Relief Fund;
- E. Approval of a Resolution authorizing the Town Manager to execute Supplemental Agreement #6 between the Town of Wake Forest and NCDOT for additional funding and a time extension to complete the Priority Pedestrian Corridors Project (EL-5100AD);

- F. Approval of a Resolution Authorizing Execution of Contract Amendment #1 between the Town of Wake Forest and Kimley-Horn for Right-of-Way Services along the Smith Creek Corridor in the Amount of \$197,150, a Clean Water Management Trust Fund Project.

2019 Town of Wake Forest Comprehensive Transportation Plan

The Board voted to adopt the 2019 Town of Wake Forest Comprehensive Transportation Plan (CTP). A CTP is a long-range multimodal plan that identifies transportation needs and proposes solutions for the next 20-25 years. It is a needs list that is not fiscally constrained. It is not a promise to build projects, but it is an important step in obtaining them. It is a guide for future development and transportation decisions. The BOC adopted the 2010 Transportation Plan Update, the 2008 Bicycle Plan and the 2006 Pedestrian Plan. The CTP incorporates recommendations from these previous plans and adds new recommendations based on traffic analysis, connectivity gaps and public input. The plan was developed by Town Staff and the study consultant, WSP. Meetings were also provided to obtain public input. The consultant also attended board meetings to provide updates to the elected official. Updates and corrections were made as necessary. The final plan and printable executive summary have been provided online. The Planning Board recommended unanimous approval at its Oct. 1 meeting.

Averette Road Planned Unit Development

Consideration of Action on LEGISLATIVE CASE RZ-18-13, Averette Road Planned Unit Development (PUD): Request filed by Priest, Craven and Associates to rezone approximately 271.8 acres located near the 1700 block of Averette Road from Conditional Use General Residential-10 (CU GR-10), Residential-30 Wake County (R-30 WC) and Residential-40 Watershed Wake County (R-40 W WC) to Planned Unit Development Conditional District (PUD CD). At its Oct. 1 meeting, the Planning Board voted 8-1 to find the request inconsistent with the Community Plan and recommended denial of the zoning map amendment (rezoning) request. Per UDO Section 15.14.2.E, when the Planning Board makes a negative recommendation, the petitioner can request a public hearing within 45 days of the Planning Board's decision to be held by the Board of Commissioners. UDO Section 15.14.2.E also specifies that a ¾ majority vote by the Board of Commissioners is required when the Planning Board makes a recommendation of denial. Therefore, the item is continued until the Board meeting on Nov. 19, 2019.

Ting Fiber

The Board voted to approve an offer from Ting Fiber, Inc., to purchase property located along East Holding Avenue, contingent upon the upset bid process. Ting is a provider of fiber internet, communications and related services and intends to provide such services within Wake Forest. Ting has worked with Town staff to identify property that will be conducive for locating a centralized "hut" for their communications distribution channels. This town-owned property is located on East Holding Avenue between the American Legion Building and the water tank on South White Street. This property appraised at \$115,490 and Ting has provided a formal offer letter along with a 5% deposit in the amount of \$5,774.50.

Wake Forest Fire Department Consolidation Agreement

At its September meeting, the Board authorized Town staff and the Town attorney to prepare an agreement between the Town and the Wake Forest Fire Department (WFFD) to move forward with consolidating the department into the Town's municipal structure. The attorneys have prepared a consolidation agreement for consideration by the Board of Commissioners and the WFFD Board of Directors. The agreement outlines the details of the transaction with a closing date of July 1, 2020. Given the fact that the WFFD is a separate corporate entity, the consolidation is being treated as an asset

purchase to legally account for transferring of assets, liabilities and equity as it related to fire services. The Board voted to approve conditionally upon approval by the WFFD Board of Directors.

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