

The Wake Forest Board of Commissioners met on Tuesday, Feb. 19, 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

1. Proclamation recognizing St. Baldrick's Day on March 9, 2019.
2. Update of Design of the Durham Road Improvement Project

Public Comment

A public hearing was held to receive input for the FY 2019-20 Budget. No one spoke.

A public hearing was held to receive public comment on the five-year Capital Improvements Plan (CIP) for FY 2019-24. Marlene Mason spoke about Flaherty Dog Park. Ira Richmond and Shane Brown requested support in the connectivity and installation of sidewalks/greenways for the Bishop's Grant and Bowling Green neighborhood. David Townsend spoke about right of way encroachment agreement.

Consent Agenda

1. Approval of Resolution Authorizing the Filing of an Application for Approval of a Financing Agreement Authorized by NC General Statute 160A - 20.
2. Approval of a Resolution Authorizing the Town Manager to Execute on Behalf of the Town of Wake Forest a Construction Contract with Barker Construction Group, Inc. for the Downtown Improvements, Phase 3 Project in the amount of \$418,190.

2019 Friday Night on White - Waiver of Public Consumption & Possession of Alcohol

The Downtown Development Department requested a waiver of the alcohol ordinance for the six 2019 Friday Night on White concerts (April-September). The waiver will allow the event sponsor to sell or serve alcohol to customers in an approved, clear container. It would further allow event visitors to carry and consume said beverages within the contained event area. This request supersedes the November request and is for revised and additional street closures due to the Owen Street Streetscape Project. The Board voted to approve the waiver.

Appointment of Members to the Cemetery and Greenway Advisory Boards

The Board voted to appoint Katelyn Andell, Jason Hare and Patrick Fiore to the Cemetery Advisory Board and Christi Spencer to fill an unexpired term on the Greenways Advisory Board.

Commercial Motor Vehicle Parking Restricted on Town Roads

The Board adopted an ordinance restricting commercial motor vehicle parking on Town roads. The law pertains to commercial motor vehicles weighing more than 26,001 lbs. "Prohibition of Parking of Commercial Motor Vehicles" will be placed in Chapter 30 of the Town's Code of Ordinances. A portion of

the ordinance reads: “All operators of commercial motor vehicles of any kind shall use private property for parking and storing such vehicles and are hereby prohibited from using the Public-Right-of-Way of any street within town limits, except for the purpose of travelling and transporting, loading and unloading passengers and freight, and except for temporary parking in cases of emergency (i.e. mechanical breakdown, motor vehicle collision). Commercial Vehicles left parked or standing because of an emergency shall not be in violation of this section for a period of two hours, provided the Commercial Vehicle does not create a traffic hazard as defined in Chapter 30, Section 144 of the municipal code, in which case, the Commercial Vehicle shall be moved immediately.”

Right-of-Way Encroachment Agreement Policy

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. The Board approved a policy that outlines a formal process.

Voting Delegate to 2019 Wake Electric Membership Corporation Annual Meeting

Board approved Commissioner Bridget Wall-Lennon as its voting delegate.

Rezoning Request – 1633 S. Main St.

Request filed by FLM Engineering to rezone approximately 0.51 acres located at 1633 S. Main St. from General Residential-3 to Neighborhood Business Conditional District (NB CD), being Wake County Tax PIN 1840-03-7253. The Board approved the rezoning request.

UDO Amendments

The Board approved UDO Amendments to UDO Chapters 6 & 9 related to parking and transportation.

Durham Road Improvements

The Board approved a resolution authorizing the Town Manager to execute On-Call Transportation Planning, Engineering Services and Construction Engineering Inspection Services Contract Amendment 2 for Durham Road Improvements with Summit Design and Engineering.

Feasibility Study on Incorporating Wake Forest Fire Department into Town of Wake Forest

Upon receiving a letter from the Wake Forest Fire Department in late 2018, the Board of Commissioners directed staff to proceed with initiating an external feasibility study on transition of fire services to a town department. After further research, staff along with Chief Ron Early, met with representatives from EnviroSafe, a consulting firm that specializes in fire services planning. The Board voted to approve the proposal, which includes a discount on the hourly rate given the fact that the Town is a member of the N.C. League of Municipalities. Based on the scope of work along with number of hours projected, the estimated cost is \$49,572 plus direct reimbursement for mileage, materials, etc.

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