

The Wake Forest Board of Commissioners met Tuesday, May 19, 2020. Mayor Vivian Jones and the five Town Commissioners were present during the virtual meeting. Due to COVID-19, Town Hall was not open to anyone other than Town staff and elected officials. Citizens wishing to comment on a public hearing item or during the general public comment period had the option of calling in during the meeting or submitting written comments in advance. The names of everyone who submitted comments in advance were read into the record and the comments were made part of the permanent official record.

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

A complete video of Tuesday's BOC meeting is also available [online](#).

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**

- Proclamation Recognizing May 2020 as "Better Hearing Month"
- Proclamation Recognizing June 2020 as "Men's Health Month"
- Wake Transit Community Funding Areas Program - Rolesville-Wake Forest Bus Study Presentation of Alternatives
- Recognizing Modestine LaVerne Harding on her retirement
- Recognizing Pamela L. Robinson on her retirement

#### **Public Hearings/Public Comment**

- Public hearing on a petition requesting contiguous annexation submitted by the Town of Wake Forest for property located at 0 Burlington Mills Road
- Public hearing on a petition requesting contiguous annexation submitted by Jason and Stacey Morrow for property located at 5216 Jeanne St.
- Public hearing to receive public comment on the financing of Fiber Infrastructure Construction
- Public hearing to receive public comment on the proposed FY 2020-2021 Budget
- Public hearing on a petition requesting contiguous annexation submitted by Capital Companies Group, LLC for property located at 19 Pine View Dr.

#### **Consent Agenda**

- Approval of Awarding the Ligon Mill Complete Street Project Construction Administration Contract to Mott MacDonald I&E, LLC
- Consideration of a resolution to schedule the public hearing and certify the sufficiency for a petition requesting contiguous annexation submitted by the Town of Wake Forest for property located at 0 Old Crawford Road
- Approval of a resolution to accept a petition requesting contiguous annexation submitted by Town of Wake Forest for a portion of the Rogers Branch Road right-of-way

- Approval of a Resolution authorizing the Town Manager to execute Supplemental Agreement #5 between the Town of Wake Forest and NCDOT for a time extension to complete the Ligon Mill Operational Improvements Project
- Consideration of Approval of a Contract for Municipal Fire Protection
- Approval of resolution approving financing terms refunding 2018 installment purchase agreement with Truist (2018 Street Improvements)
- Approval of a Policy for Unmanned Aerial Vehicle/Systems/Aircraft in Parks

### **Serving Alcohol on Public Sidewalks in Downtown Area – 2<sup>nd</sup> Reading**

During the April 21 meeting, the Board voted on and passed the first reading of Chapter 20 of the Code of Ordinances to allow businesses to serve alcohol on public sidewalks in the downtown area. However, due to not having a super majority vote, the Board had a second reading at this meeting. The Board voted on and passed the second reading.

### **Planning Items**

Consideration of action on CASE RZ-20-02, 5216 Jeanne Street: Request filed by FLM Engineering, Inc to Rezone 3.58± acres located at 5216 Jeanne Street from Wake County's Residential80W District (R-80W) to General Residential 3 Conditional District (GR3-CD). Action on this item was moved to the June 2 work session.

Consideration of action on CASE RZ-19-14, Everly Phase 4: Request filed by Capital Companies Group, LCC to Rezone 2.72± acres located at 19 Pine View Drive from Franklin County's R30 Residential District (R-30 FC) to General Residential 10 Conditional District (GR10-CD). Action on this item was moved to the June 2 work session.

The Board approved a request filed by Moffat Properties, LLC to rezone 28.13± acres located at 0 Capital Boulevard from Rural Holding District (RD) to Light Industrial Conditional District (LI-CD) (Legislative Case RZ-20-05, Fuller Capital Boulevard Property).

The Board initially approved, then later denied a resolution considering the exchange of property between the Town of Wake Forest and Two M's Holdings LLC.

The Board denied a request filed by Calyx Engineers & Consultants to amend the existing General Residential 10 Conditional District (GR10-CD) zoning and associated master plan for 22.96± acres located at 0 Ligon Mill Road and adjacent right-of-way (Legislative Case RZ-15-09-01, Kitchin Farms, Phase 2B).

The Board voted to remand back to the Planning Board Legislative Case RZ-19-13, Radford Glen: Request filed by BNK, Inc to rezone approximately 46.97± acres located at 0 Wait Avenue, 1464 Wait Avenue, 0 Jones Dairy Road and 1423 Quail Crossing Drive from Rural Holding District (RD) to Urban Residential Conditional District (UR-CD) and Residential Mixed-Use Conditional District (RMX-CD).

The Board approved a resolution to approve the Comprehensive Plan Update and Future Land Use Map scope of work and fee and allow the Town Manager to enter into a contract.

### **Administration & Financial Items**

The Board approved award a contract to Stewart Engineering for the construction materials testing of Ligon Mill Operational Improvements (U-5118BA) Project.

The Board approved supplemental CEI funds for Stadium Drive Complete Streets Project.

The Board approved a Resolution of Support for the Small Community Plan Update Project Contract for the Northeast Community.

The Board approved an updated Neighborhood Traffic Calming Policy. The previous policy was adopted in 2009 and was outdated. Staff revised the policy to reflect updated traffic calming measures to include restrictions of all vertical deflection devices which aligns with our current policies and practices.

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Board of Commissioners meetings are also shown live on [Wake Forest TV 10](#) - the Town of Wake Forest's government access channel - then re-broadcast daily throughout the remainder of the month at 9 a.m., 3 p.m., and 9 p.m. WFTV 10 is available only to Wake Forest residents and businesses that subscribe to Spectrum Cable TV service. However, WFTV 10 is also provided online in real-time streaming video. For more information, visit [WFTV 10](#).