



Wake Forest Board of Commissioners Meeting Minutes

The Wake Forest Board of Commissioners met on **Tuesday, January 16, 2024**, 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.

Mayor Jones led everyone in the Pledge of Allegiance.

Council Members Present: Mayor Vivian A. Jones, Commissioner Ben Clapsaddle, Commissioner Faith Cross, Commissioner Keith Shackelford, Commissioner Nick Sliwinski, and Commissioner Adam Wright.

Commissioner Members Absent: None.

Staff Members Present:

Town Manager Kip Padgett
Assistant Town Manager Candace Davis
Assistant Town Manager Allison Snyder
Assistant Town Manager/CFO Aileen Staples
Town Attorney Hassan Kingsberry
Town Clerk Theresa Savary
Planning Director Courtney Tanner
Assistant Planning Director Jennifer Currin
Budget & Performance Analyst, Ben Blevins
Director of Organizational Performance
Lisa Hayes

Senior Civil Engineer Chris Glass
Senior Planner Tim Richards
Planner II Emma Linn
Downtown Development Director
Jennifer Herbert
Fire Chief Ron Early
Police Lt. Trent Gamber
Police Captain Julius Jefferson
Police Captain Brandon High

1. Approval of Agenda ACTION:

Mover: Commissioner Wright moved to approve the agenda as presented.

Second: Commissioner Sliwinski.
Vote: Motion carried 5-0.

2. Approval of Minutes

- 2.A. Approval of Minutes:
- December 5, 2023 Work Session
 - December 19, 2023 Regular Meeting

ACTION:

Mover: Commissioner Shackleford moved to approve the minutes as presented.
Second: Commissioner Wright.
Vote: Motion carried 5-0.

3. Presentations

3.A. Resolution of Appreciation for the Service of the Wake Forest Garden Club

Mayor Jones read the proclamation into the record:

RESOLUTION 2024-01
RESOLUTION OF APPRECIATION FOR THE
SERVICE OF THE
WAKE FOREST GARDEN CLUB

***WHEREAS**, the Wake Forest Garden Club is commemorating its 100th anniversary and is recognized as the most enduring community organization in Wake Forest; and*

***WHEREAS**, this organization serves as a community leader to make a lasting impact on the beauty of our town through tree plantings, bird sanctuaries, "Seeds for Peace" and "Flower Cart" programs, patio garden containers to fight hunger, numerous beautification projects, and dedicated partnerships and collaboration throughout the Wake Forest community; and*

***WHEREAS**, this organization was instrumental in saving the Calvin Jones House and continues to provide funding to, and maintain the gardens of the Calvin Jones House and Wake Forest Historical Museum; and*

***WHEREAS**, the volunteers of this organization have served unselfishly for 100 years as evidenced by their commitment to making lives better throughout our community – one flower, tree, vegetable garden, and kindness at a time; and*

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Wake Forest, North Carolina, that the Wake Forest Garden Club is hereby officially commended by this Board on behalf of the citizens of Wake Forest for valuable service rendered for over 100 years to the Town of Wake Forest.

BE IT FURTHER RESOLVED that this resolution be made a part of the permanent records of the Town of Wake Forest and that a copy of this resolution be presented to the Wake Forest Garden Club.

Mayor Jones presented the proclamation to members of the Wake Forest Garden Club.

3.B. Resolution Recognizing Lieutenant Trent Gamber on his Retirement

Mayor Jones read the proclamation into the record:

RESOLUTION 2024-02

RESOLUTION OF APPRECIATION FOR THE SERVICES OF

Trent Robert Gamber

WHEREAS, Trent Gamber was hired as a Police Officer I in May of 2004 and has served as a sworn member of the Wake Forest Police Department for nearly 20 years with a retirement date of February 1, 2024; and

WHEREAS, Gamber achieved Police Officer II in May of 2006; and

WHEREAS, Gamber achieved Officer First Class in May of 2008; and

WHEREAS, Gamber achieved Master Officer in May of 2013; and

WHEREAS, Gamber was promoted to Police Corporal in March of 2014; and

WHEREAS, Gamber was promoted to Police Sergeant in January of 2015; and

WHEREAS, Gamber was promoted to Police Lieutenant in May of 2019; and

WHEREAS, Gamber served in a variety of specialized positions including Honor Guard, Tactical Service Unit, General Instructor with a specialization in Physical Fitness, Accreditation Manager; and is a graduate of the 80th Session of the Administrative Officers Management Program; and

WHEREAS, Gamber served unselfishly as a law enforcement officer for the good of the Town of Wake Forest, making sacrifices in personal and family ties;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Wake Forest, North Carolina, that Lieutenant Trent Robert Gamber is hereby officially commended by this Board on behalf of the citizens of Wake Forest for valuable and outstanding service rendered to the Town of Wake Forest Police Department in his official capacity.

BE IT FURTHER RESOLVED that this resolution be made a part of the permanent records of the Town of Wake Forest and that a copy of this resolution is presented to Trent Robert Gamber.

Mayor Jones presented the proclamation to Lt. Trent Gamber.

4. Public hearings / Public Comment

4.A. Public Hearing to receive public comment on the five (5) year Capital Improvement Plan (CIP) for FY 2024-2029

The following citizens provided comment:

- Angela DiPaolo, 929 Barnford Mill Rd., Wake Forest, NC 27587
- Johnhenry Praught, 1125 Wendy Ct., Wake Forest, NC 27587
- Julia Sommer, 2401 Trifle Ln., Wake Forest, NC 27587
- Martha Gruber, 1133 Shadow Shade Dr., Wake Forest, NC 27587
- Margaret Watkins, 407 Belmellen Ct., Wake Forest, NC 27587

Mayor Jones asked if anyone else would like to speak. No one came forward to speak.

Mayor Jones declared the public hearing closed.

4.B. Public Hearing on LEGISLATIVE CASE RZ-23-07, 200 Stephen Taylor Road, a rezoning filed by Marion Jordan to rezone 1.008 acres located at 200 Stephen Taylor Dr, being Franklin County Tax PIN 1842826404 from Franklin County's Residential 30 (R-30) to Wake Forest's General Residential 3 (GR3)

The following citizens provided comment:

- Margaret Watkins, 407 Belmellen Ct., Wake Forest, NC 27587
- Janice Davis, 1009 Lightfoot Ct., Wake Forest, NC 27587

Mayor Jones asked if anyone else would like to speak. No one came forward to speak.

Mayor Jones declared the public hearing closed.

4.C. Public hearing on LEGISLATIVE CASE RZ-23-08, Farm Road Townhomes, a conditional rezoning filed by Kevin Neshat on behalf of Lofts at South Main, LLC, to rezone 3.06 acres located at 1701 Farm Ridge Road, 1702 Farm Ridge Road, 1709 Farm Ridge Road, 1710 Farm Ridge Road, 1715 Farm Ridge Road, and 128 Farm Road, being Wake County Tax PIN(s) 1840029915, 1840037051, 1840028856, 1840027902, 1840026891, and 1840120841, from General Residential 3 (GR3) to General Residential 10 Conditional District (GR10-CD) and Neighborhood Business Conditional District (NB-CD)

The following citizens provided comment:

- Jimmy Broadway, 1605 S. Main St., Wake Forest, NC 27587
- Tom Bennekin, 137 Farm Rd., Wake Forest, NC 27587
- Loretta Towsley, 101 Pine Ridge Ct., Wake Forest, NC 27587
- Margaret Watkins, 407 Belmellen Ct., Wake Forest, NC 27587
- Janice Davis, 1009 Lightfoot Ct., Wake Forest, NC 27587
- Christine Zankey, 8800 Ligon Mill Rd., Wake Forest, NC 27587
- Brian Aikens, 161 Farm Rd., Wake Forest, NC 27587
- Staycie Kirkendall, 10316 Carter St., Wake Forest, NC 27587

Jon Frazier with FLM Engineering, 8951 Harvest Oaks Dr., Suite 205, Raleigh NC 27615 stated he's representing the owner/developer Kevin Neshat. Mr. Frazier followed up with additional background and addressed some of the concerns heard.

Josh Reinke with Bolton & Menk, 418 S. Dawson St., Raleigh, NC 27601 stated that they weren't required by NCDOT or the Town to do anything traffic-related based on thresholds.

Citizen Margaret Watkins, 407 Belmellen Ct., Wake Forest, NC 27587 asked that the condition for notification for the current tenants be extended to 2^{1/2} years.

Mayor Jones asked if anyone else would like to speak. No one came forward to speak.

Mayor Jones declared the public hearing closed.

4.D. Public hearing on a petition requesting contiguous annexation submitted by Marion Jordan C/O Edward and Louise Smith for property associated with the rezoning request RZ-23-07, located at 200 Stephen Taylor Road, being Franklin County PINs 1842-82-6404 (parent PIN) and 1842-82-7362 (secondary PIN) being approximately 1.008 acres

Mayor Jones asked if anyone would like to speak. No one came forward to speak. Mayor Jones declared the public hearing closed.

4.E. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 3 minutes. Please provide the clerk with copies of any handouts you have

for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the Board of Commissioners, staff and other speakers.

The following citizens provided public comment:

- Angela DiPaolo, 929 Barnford Mill Rd., Wake Forest, NC 27587, Julia Sommer, 2401 Trifle Ln., Wake Forest, NC 27587, and Martha Gruber, 1133 Shadow Shade Dr., Wake Forest, NC 27587 provided a presentation on Joyner-Harris Forest Conservation.

Mayor Jones asked if anyone else would like to speak. No one came forward to speak.

5. Consent Agenda

(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on the Consent Agenda. If a commissioner or any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)

- 5.A. Approval of a Resolution to surplus the badge and service weapon carried by Lieutenant Trent Gamber

[Filed in the Clerk's Office as Resolution 2024-03.]

- 5.B. Approval of Waiver of the Code of Ordinances – Sec. 20-2. Public Consumption, Possession, etc., of Alcohol for Friday Night on White for the 2024 Series dates from 5 PM to 9 PM. The FNOW 2024 series dates are April 12, May 10, June 14, July 12, August 9, and September 13

[Filed in the Clerk's Office as Resolution 2024-04.]

- 5.C. Approval of a resolution to schedule the public hearing and certify the sufficiency for a petition requesting annexation submitted by WithersRavenel C/O the property owner AWB-DP JDS OWNER LLC for property associated with the rezoning request RZ-23-01, located at 1950 Friendship Chapel Road being Wake County PIN 1850-06-6925 being approximately 3.008 acres.\

[Filed in the Clerk's Office as Resolution 2024-05.]

- 5.D. Approval of a resolution supporting NCDOT's right-of-way abandonment for a portion of Averette Road

[Filed in the Clerk's Office as Resolution 2024-06.]

- 5.E. Approval of Appointment to Citizen Advisory Board

[Filed in the Clerk's Office as Resolution 2024-07.]

- 5.F. Consideration of Appointment of Commissioners and Individuals to Various Committees for 2024 - 2025

[Filed in the Clerk's Office as Resolution 2024-08.]

- 5.G. Approval of 2023 State and Local Cybersecurity Grant Program

ACTION:

Mover: Commissioner Wright moved to approve the consent agenda as presented.

Seconder: Commissioner Sliwinski.

Vote: Motion carried 5-0.

6. Legislative Items

No Legislative Items presented.

7. Planning Items

- 7.A. Consideration of a petition requesting contiguous annexation submitted by Marion Jordan C/O Edward and Louise Smith for property associated with the rezoning request RZ-23-07, located at 200 Stephen Taylor Road, being Franklin County PINs 1842-82-6404 (parent PIN) and 1842-82-7362 (secondary PIN) being approximately 1.008 acres

ACTION:

Mover: Commissioner Wright moved to approve contiguous annexation for property associated with the rezoning request RZ-23-07, located at 200 Stephen Taylor Road.

Seconder: Commissioner Sliwinski.

Vote: Motion carried 5-0.

7.B. Consideration of LEGISLATIVE CASE RZ-23-07, 200 Stephen Taylor Road, a rezoning filed by Marion Jordan to rezone 1.008 acres located at 200 Stephen Taylor Dr, being Franklin County Tax PIN 1842826404 from Franklin County's Residential 30 (R-30) to Wake Forest's General Residential 3 (GR3).

ACTION:

Mover: Commissioner Wright moved to approve Case RZ-23-07 with the consistency statement.

Seconder: Commissioner Sliwinski

Vote: Motion carried 5-0.

7.C. Consideration of LEGISLATIVE CASE RZ-23-08, Farm Road Townhomes, a conditional rezoning filed by Kevin Neshat on behalf of Lofts at South Main, LLC, to rezone 3.06 acres located at 1701 Farm Ridge Road, 1702 Farm Ridge Road, 1709 Farm Ridge Road, 1710 Farm Ridge Road, 1715 Farm Ridge Road, and 128 Farm Road, being Wake County Tax PIN(s) 1840029915, 1840037051, 1840028856, 1840027902, 1840026891, and 1840120841, from General Residential 3 (GR3) to General Residential 10 Conditional District (GR10-CD) and Neighborhood Business Conditional District (NB-CD)

ACTION:

Mover: Commissioner Wright moved to deny Case RZ-23-08 for being inconsistent with the Community Plan.

Seconder: Commissioner Sliwinski.

Vote: Motion carried 5-0.

Commissioner Shackleford expressed concern about the safety of vehicles exiting Farm Rd.

Commissioner Cross agreed with Commissioner Shackleford and said they need to wait until the Corridor Study is completed. She expressed concern with the amount of traffic and no road connections.

Commissioner Clapsaddle expressed safety concerns and said they need to wait until the Corridor Study is completed.

8. Administration and Financial Items

No Administration and Financial Items presented.

9. Public Services Items

No Public Service Items presented.

10. Parks and Recreation Items

No Parks and Recreation Items presented.

11. Public Safety Items

No Public Safety Items presented.

12. Other Business

12.A. Department Monthly Report

Received.

12.B. Wake County Tax Release

Received.

12.C. Commissioner Reports

Commissioner Wright shared that he had a Happy New Year and hoped everyone else did as well.

Commissioner Shackelford had no report.



Commissioner Cross attended the 2024 Essentials of Municipal Government Course at UNC Greensboro.

Commissioner Clapsaddle took the opportunity to meet with the staff at Joyner Park. He also met with the director and staff of the Northern Wake Senior Center. He looks forward to celebrating Dr. Martin Luther King Jr. on Thursday.

Commissioner Sliwinski attended the opening of the New Exhibition from the Collections: Portraits at the Wake Forest Historical Museum.

Mayor Jones attended the Women's Summit at the Wake Forest Renaissance Centre. She encouraged everyone to attend the Martin Luther King Celebration on Thursday at 6:00 p.m. at Friendship Chapel Church.

Town Manager Padgett reviewed the Right-of-Way Easement, which was distributed to the Board, by and between the Town of Wake Forest and Katherine Wooten Forgeng, William S. Wooten and Wanda T. Wooten.

Commissioner Shackelford recused himself due to his law firm being actively involved in this matter.

ACTION:

Mover: Commissioner Sliwinski moved to approve the Right-of-Way Easement.

Secunder: Commissioner Wright.

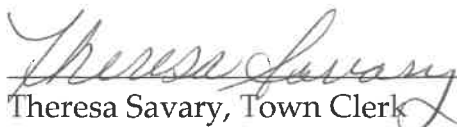
Vote: Motion carried. 4-0.

13. Adjournment

With no further business to discuss, the meeting was adjourned at 7:20 p.m.

Duly approved in open session this 20th day of February 2024.

(ATTEST)


Theresa Savary, Town Clerk

