Wake Forest Board of Commissioners
Meeting Agenda
January 21, 2025 at 6:00 PM
All items listed are for discussion and possible action.

Notice

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Wake Forest will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For individuals with impaired hearing, special equipment is available for use during meetings in the Town Hall board chambers. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Town of Wake Forest should contact ADA Coordinator Mickey Rochelle at 919-435-9455 or Town Clerk Terry Savary at 919-435-9432 as soon as possible, but no less than 48 hours before the scheduled event.

Cable & Online Broadcast of Board of Commissioners Meetings

All Board of Commissioners (BOC) meetings are broadcast live on WFTV 10 beginning at 6 p.m. Meetings are also streamed online on the Public Meetings Portal on the Town of Wake Forest website. Archived meeting videos are also provided and available for one year after the original air date.

Meeting Agendas

The BOC meeting agenda is available to be viewed and downloaded by noon on the Friday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Town Clerk's office at 919-435-9432. Citizens may also receive a copy of each month's agenda via email by enrolling in the free E-Notifier subscription service.

Public Hearings

When an agenda item is denoted as a Public Hearing, persons attending shall be permitted to address the BOC regarding the item under consideration.Anyone wishing to address the BOC concerning a public hearing item should complete and submit the BOC Public Comment Form on the Town website. Proponents and opponents shall each be given three minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed three minutes each to express his/her comments, ideas, concerns, expressions, and desires. A designated speaker for a group will be allowed 10 minutes to speak. Only comments on a Public Hearing will be allowed during this time.

Public Comment

During the Public Comment period, anyone wishing to address the BOC concerning an issue or topic that is not a public hearing item or an agenda item should complete and submit the BOC Public Comment Form on the Town website. Then, during the Public Comment portion of the meeting, Mayor Jones will recognize you and invite you to the podium at which time you will have three minutes to speak. Thank you for your cooperation.

Call to Order

Pledge of Allegiance

1.Approval of Agenda

2.Approval of Minutes

2.A. December 3, 2024, Work Session
December 17, 2024 Regular Meeting
DraftBOCWSMinutesDec202403.pdf
DRAFTBOCMinutes_DEC202417.pdf

3.Presentations

3.A. Resolution Recognizing Chief Jeffrey M. Leonard on his Retirement
Leonard Summary appreciation of services.docx
Leonard_Resolution_of_Appreciation_for_Services (2).docx

3.B. Resolution Recognizing Captain Matthew May on his Retirement
May Summary appreciation of services.docx
May Resolution of Appreciation for Services.docx

3.C. Resolution recognizing Fire Logistics Officer David E. Davis on his retirement

3.D. North Carolina League of Municipalities Law Enforcement Risk Review Presentation

4.Public hearings / Public Comment

4.A. 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.

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 Captain Matthew May
May Summary badge and weapon surplus.docx
May Resolution Badge and Weapon.docx

5.B. Approval of a Resolution to surplus the badge, service weapon, and rifle carried by Chief Jeffrey M. Leonard
Leonard Resolution Badge and Weapon.docx
Leonard Summary badge and weapon surplus.docx

6.Legislative Items

6.A. Consideration of an Ordinance amending Chapter 20. Article I In General Sec. 20-2. - Public consumption, possession, etc. of alcohol

Item Summary - Creation of Social District .docx
ATTACHMENT B Map of Wake Forest Social District .png
ATTACHMENT A Ordinance 2025-XX Section 11 Chapter 20 Article I In General Sec. 20-2. - Public consumption possession etc.docx

7.Planning Items

7.A. Consideration of Approval of a Resolution to Support Development of the S-Line Rail Corridor and to Provide Local Funding to Match a Federal Grant Opportunity for Mobility Hub Construction Activities
Agenda Summary
Resolution

8.Administration and Financial Items

8.A. Consideration of approval of 2025-2030 Capital Improvements Plan (CIP) Update
CIP Update Approval_summary.pdf

resolution 2025 - CIP Update 2025-2030.pdf

9.Public Services Items

10.Parks and Recreation Items

11.Public Safety Items

12.Other Business

12.A. Town of Wake Forest Tax Report
WF-TXREP-JAN-2025-BOC-MTG.pdf

12.B. Departmental Monthly Report
December 2024 Monthly Report Draft.pdf

12.C. Closed Session: NCGS 143-318.11(5) -To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

"To prevent the disclosure of information that is privileged or confidential or is not of public record, N.C.G.S. § 143-318.11(a)(1)"

13.Adjournment