



Wake Forest Board of Commissioners Work Session Meeting Minutes

The Wake Forest Board of Commissioners met on **Tuesday, July 2, 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.

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

Commissioners 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

Long Range Planning Manager Brad West
Senior Planner Michelle Michael
Planner II Emma Linn
Engineering Director Tim Watson
Renaissance Centre Director Debbie Dunn
Police Chief Jeff Leonard
Captain Brandon High
Captain Julius Jefferson

Mayor Jones requested that Item #5 (Commissioner Reports) be heard before Item #4 (Other Business-Closed Session).

1. Presentations

1.1. Presentation on the Draft South Main Street Corridor Study

Long Range Planning Manager, Brad West, provided a quick overview of the South Main Street Corridor Study.

Mike Rutkowski and Dan Hemme with Stantec Consulting gave a presentation on the South Main Street Corridor Study.

Mayor Jones inquired about the amount of right-of-way needed for Concept B. Mr. Rutkowski responded that Concept B would require 20' to 25' on both sides. He also mentioned the impact on trees and parking along the corridor. Mayor Jones further inquired about the potential impact on houses, to which Mr. Rutkowski explained that the roundabouts would affect the ingress and egress.

Commissioner Wright questioned the decision to have a roundabout at Rogers Rd. but not on Ligon Mill Rd. In response, Mr. Rutkowski clarified that Rogers Rd. is a good transition point. He explained that Ligon Mill Rd. is a 4- or 5-lane road divided through the intersection. While they could consider a roundabout at that location, it would truly be a 2-lane roundabout.

Mr. Rutkowski mentioned that there is high demand for northbound traffic from S. Main St. turning right onto Rogers Rd. He believes that a roundabout could facilitate much better traffic flow compared to the current dedicated right-turn lane.

Commissioner Wright also asked about the anticipated traffic backup when heading north on South Main St. Mr. Rutkowski addressed potential issues of spillback from a signal to a roundabout, and to get around that they would advocate for the use of a loop detector to prevent traffic blockages.

Commissioner Cross inquired about the \$4 million cost difference between the two concepts, and Mr. Rutkowski confirmed that it applies only to construction.

Commissioner Cross asked if the 20' to 25' right-of-way is for both Concepts A & B, to which Mr. Rutkowski clarified that it only applies to Concept B.

Commissioner Cross inquired about the flexibility of on-street parking, to which Mr. Rutkowski responded that it would depend on the final design and the development relative to parking.

Commissioner Sliwinski asked about the differences between Concept A and Concept B. Mr. Rutkowski stated that Option B offers a much higher level of safety for bicyclists and pedestrians.

Commissioner Clapsaddle commented on the safety factors of dedicated bike lanes and walking lanes in Concept A.

Town Manager Padgett inquired whether Concepts A & B factor in underground power lines. Mr. Rutkowski confirmed that both A & B do consider underground power lines.

Mayor Jones pointed out that Concept A at the Forbes Road intersection indicates maintained access, but Concept B does not. Mr. Hemme explained that it was simply a note regarding items they highlighted and a graphic decision to show a bike lane crossing.

Commissioner Clapsaddle asked if access for first responders going through the traffic circles was considered. Mr. West explained that the stakeholder groups, not only have NCDOT participation but also have fire and police personnel reviewing the designs.

Mayor Jones inquired whether any developments on S. Main St. were still years away. Mr. West clarified that there is no specific date tied to it. Mr. Rutkowski added that the project does not have to be completed all at once and could be done in segments.

The approval of this item will be brought before the Board at the July 16, 2024, Board of Commissioners Meeting.

1.2. Presentation on the US 1 Council of Planning Bylaws and Memorandum of Understanding Updates

Planner II Emma Linn provided a brief presentation and some updates from the US 1 Council of Planning.

Mayor Jones asked if the Board had any questions. No questions were heard.

The approval of this item will be brought before the Board at the July 16, 2024, Board of Commissioners Meeting.

1.3. Presentation on the feasibility study proposal for a performing arts center from Johnson Consulting

Renaissance Centre Director Debbie Dunn came before the Board to present a feasibility study for the performing arts center.

Mayor Jones expressed her delight at the news that the feasibility study would only take around twenty weeks to complete.

Commissioner Wright remarked that it was amazing and expressed his excitement to see what happens.

Mayor Jones asked if the Board had anything else. No further questions or comments were heard.

The approval of this item will be brought before the Board at the July 16, 2024, Board of Commissioners Meeting.

2. Discussion of Monthly Financial Report

2.1 Monthly Financial Report

Received.

3. Review of Draft Agenda for Upcoming Regular Meeting

3.1 Review of Draft Agenda for Upcoming Regular Meeting

The draft agenda was reviewed.

Town Manager Padgett confirmed that the following two items would be added to the July 16, 2024 agenda:

- Approval of a resolution to endorse Concept B in the South Main Street Corridor Study
- Approval of the feasibility study proposal for a performing arts center from Johnson Consulting

4. Other Business

4.1 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

ACTION:

Mover: Commissioner Wright moved to go into closed session at 6:56 p.m.

Seconder: Commissioner Shackelford.

Vote: Motion carried 5-0.

The Board reconvened to open session at 7:05 p.m.

5. Commissioner Reports

Commissioner Wright attended the Technology Advisory Board Meeting. He had someone approach him about allowing motorized scooters downtown. He understood it was banned years ago and now with more sidewalks, they would like to see if the Board would readdress it. He also mentioned the significant cost of daycare and asked if there are any initiatives in town to help support daycares. He inquired about any regulatory measures that could alleviate the burden and encourage the establishment of more daycares in town, ultimately leading to reduced costs.

Commissioner Shackelford had no report.

Commissioner Cross reminded everyone about the upcoming Memorial Flag Raising Ceremony on Monday, July 8th.

Commissioner Clapsaddle attended the meetings of the Human Relations Council and the Public Arts Commission. He praised Officer Middleswarth for securing first place in the Open Women's Class of the NC Strongest Man & Woman Competition. He also congratulated Information Technology Analyst II, David Moore on his graduation from the 2023-24 Certified Government Chief Information Officers Program at UNC-Chapel Hill's School of Government. Commissioner Clapsaddle invited everyone to participate in the upcoming Memorial Flag Raising Ceremony on Monday, July 8th and expressed gratitude to all the first responders.

Commissioner Sliwinski highlighted that July is Parks & Rec Month and urged everyone to visit the parks and greenways. Wake Forest FUNGO is set to have its first game at Flaherty Park Field #2 on Saturday, July 6th. During the Parks, Recreation & Cultural Resources Meeting, a question was raised about youth members. Specifically,

there was a discussion about the criteria of applying, which was limited to 11th and 12th graders. Commissioner Sliwinski proposed the possibility of opening the application to all high school students to ensure they can fulfill a three-year term.

Mayor Jones announced that CAMPO is working on creating a Safety Action Plan and has formed a committee for this purpose. The committee will participate in various events across the area to share information and collect input. She will keep the Board updated with reports from the committee as they progress with the plan.

Congresswoman Deborah Ross will be at the Boys & Girls Club on August 9th at 1 pm. Mayor Jones requested the Board to inform her if they plan on attending. Mayor Jones also attended the S-Line Groundbreaking Ceremony and recognized the Wake Forest Police Department Junior Cadets who graduated from the FBI Youth Leadership School.

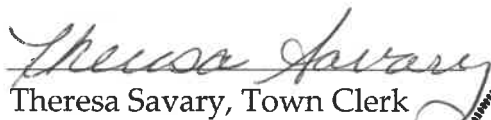
Town Manager Padgett reminded everyone that the fireworks event is on Wednesday, July 3rd, and the gates open at 5:30 pm. He asked staff to be at the stage no later than 7:45 pm.


6. Adjournment

The Board of Commissioners adjourned the meeting at 7:06 p.m.

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

(ATTEST)


Theresa Savary, Town Clerk


Vivian A. Jones, Mayor

