



Current as of **Oct. 13, 2015**

## Wake Forest Board of Commissioners Meeting Agenda

**October 20, 2015 at 7:00 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 people 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 the office of **Mickey Rochelle, ADA Coordinator, 301 South Brooks Street, 919-435-9455, ([mrochelle@wakeforestnc.gov](mailto:mrochelle@wakeforestnc.gov))** or Town Clerk Deeda Harris at (919) 435-9413, ([dharris@wakeforestnc.gov](mailto:dharris@wakeforestnc.gov)) as soon as possible but no later than 48 hours before the scheduled event.

### CABLE & ONLINE BROADCAST OF BOARD OF COMMISSIONERS MEETINGS

All Board of Commissioners meetings are broadcast live on Time Warner Cable Community Channel 10 beginning at 7 p.m. Meetings are also aired online on the official Town of Wake Forest website at [www.wakeforestnc.gov](http://www.wakeforestnc.gov). Archived meeting videos are also provided and available for one year after the original air date.

### MEETING AGENDAS

The Board of Commissioners meeting agenda is available to be viewed and downloaded at [www.wakeforestnc.gov/Government/BoardofCommissioners.aspx](http://www.wakeforestnc.gov/Government/BoardofCommissioners.aspx) by noon on the Thursday 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) 435-9413. Citizens may also receive a copy of each month's agenda by enrolling in the E-Notifier subscription service. For more information visit [www.wakeforestnc.gov/enotifier.aspx](http://www.wakeforestnc.gov/enotifier.aspx).

### PUBLIC HEARINGS

When an agenda item is denoted as a Public Hearing, persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given five 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 five minutes each to express his/her comments, ideas, concerns, expressions, and desires. No comments will be allowed on agenda items.

### PUBLIC COMMENT

Anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item during the time of the Public Comment should contact Town Clerk Deeda Harris by 3:00 p.m. the day of the meeting. Mayor Jones will recognize you during the Public Comment period and give you 3-5 minutes to speak. Thank you for your cooperation.

## **Call to Order.**

### **Pledge of Allegiance.**

#### **1. Approval of Agenda.**

#### **2. Approval of Minutes.**

- A. Meeting held September 1, 2015 (Joint Public Hearing), and September 15, 2015 (Regular Board of Commissioners Meeting) and September 25, 2015 (Board of Commissioner Retreat). (Attachment 2.A.)

#### **3. Presentations.**

- A. Resolution Recognizing Patricia Caudle on her Retirement (15 yrs). (Attachment 3.A)
- B. Proclamation Recognizing November as Pancreatic Cancer Awareness Month. (Attachment 3.B.)
- C. Proclamation Recognizing National American Indian Heritage Month. (Attachment 3.C.)
- D. Proclamation Recognizing Sgt. Kyle Snyder as an Honorary Town of Wake Forest Police Officer. (Attachment 3.D.)
- E. Presentation of Annual Reports from the Town's Advisory Boards. (Attachment 3.E.)  
(GAB, HPC, HRC, RAB, TAB, UFB)
- F. Proclamation Honoring the 150<sup>th</sup> Church Anniversary of Olive Branch Baptist Church. (Attachment 3.F.)

#### **4. Public hearings / Public Comment.**

- A. Public Hearing on a Contiguous Annexation Submitted by Parker and Orleans Homes for Property Located North of Forbes Road and Reezzy Lane Comprising 9.144 acres being Wake County Tax Pin 1830-95-1964. (Attachment 4.A.)
- B. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item or an item on the agenda 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 5 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.)*

- A. Approval of Tax Releases. (Attachment 5.A.)
  - B. Appointment of Designees to the Wake Forest Fireman's Relief Fund. (Attachment 5.B.)
  - C. Approval of petition requesting contiguous annexation submitted by Wake Forest Reservoir Properties, LLC for the property located in the northwestern quadrant of Gilcrest Farm Road & Royal Mill Ave. comprising 135.20 acres being a portion of Wake Co. Tax Pin No. 1851-35-6014. (Attachment 5.C.)
  - D. Appointment of Ms. Lauren Landis and Ms. Sharon Pullen to the Public Art Commission. (Attachment 5.D.)
  - E. Approval of Grants and Special Revenue Fund. (Attachment 5.E.)
  - F. Consideration of Temporary Street Closure of a Portion of Wildflower Ridge Road on Oct. 27, 2015 for the Operation Coming Home Key Ceremony. (Attachment 5.F.)
- 6. Legislative Items.**
- 7. Planning Items.**
- A. Consideration of Approval of an easement for the Austin Creek Sewer Extension Project.
  - B. Consideration of Approval of an easement for the Sanford Creek Sewer Extension Project.
- 8. Administration and Financial Items.**
- A. Approval of Budget Ordinance Amendment #2 for FY 2015-2016. (Attachment 8.A.)
- 9. Public Services Items.**
- 10. Parks and Recreation Items.**
- 11. Public Safety Items.**
- 12. Other Business.**
- 13. Adjournment.**