



Current as of Nov. 12, 2015

**Wake Forest Board of Commissioners
Meeting Agenda
November 17, 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 S. Brooks St., 919-435-9455, (mrochelle@wakeforestnc.gov) or Town Clerk Deeda Harris at 919-435-9413, (dharris@wakeforestnc.gov) no less 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. 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 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.

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 October 6, 2015 (Board of Commissioners Work Session, meeting held October 20, 2015 (Regular Board of Commissioners Meeting). (Attachment 2.A.)

3. Presentations.

- A. Presentation of Fiscal Year ended June 30, 2015 Comprehensive Financial Report (CAFR). (Attachment 3.A.)

4. Public hearings / Public Comment.

- A. 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. Approval of Street Closure for 2016 Downtown Events. (Attachment 5.B.)
- C. Approval of the 2016 Meeting Dates of the Board of Commissioners and Planning Board. (Attachment 5.C.)
- D. Approval of Encouraging the Wake County Board of Commissioners to Adopt and Implement the Recommended Fire Tax Cost Share Formula. (Attachment 5.D.)
- E. Approval of the Cooperative Purchasing Agreement with Wake County for Disaster Debris Clearance and Removal Service. (Attachment 5.E.)
- F. Authorization of Town's Acceptance of a Gift of Two (2) Parcels of Land Containing a Total of approximately 11,881 square feet identified as a portion of parcel ID No. 1841-42-2476 from Southeastern Baptist Theological Seminary, Inc. (Attachment 5.F.)

- G. Approval of Amending the Resolution Changing the Public Hearing Date of the 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 and Franklin Co. Tax Pin No. 1851-67-5805. (Attachment 5.G.)
- H. Approval of an Easement for the Austin Creek Sewer Extension Project. (Attachment 5.H.)

6. Legislative Items.

- A. Consideration of an Amendment to the Code of Ordinance - Chapter 26 - Solid Waste. (Attachment 6.A.)

7. Planning Items.

- A. Consideration of Approval of Case No. SD-15-08: a request for a Major Subdivision Master Plan approval of the High Point Bluffs Subdivision proposed on 12.76 acres of land located at the terminus of Cardinal Crest Lane and Ledgerock Road; being Wake County Tax PIN 1840-87-0994 . (Attachment 7.A.)
- B. Consideration of Approval of Case No. RZ-14-02: Request filed Tryon WF, LLC to rezone property to GR10 (CD), General Residential-10 Conditional District and approval of associated Tryon Subdivision Master Plan, located in the 5600 block of Copper Beech Lane, being Wake Co. Tax PINs 1851-70-1391, 1851-70-6543, 1851-80-1504, 1851-82-3467, 1851-81-4197

8. Administration and Financial Items.

- A. Consideration of Approval of Amending the Pay and Classification Plan. (Attachment 8.A.)
- B. Consideration of the Town of Wake Forest Joining the WF Chamber of Commerce as a Board of Advisor's Member. (Attachment 8.B.)

9. Public Services Items.

10. Parks and Recreation Items.

- A. Presentation from Sara Merz, Advocates for Health in Action in Support of a Health Initiative. (Attachment 10.A.)
- B. Consideration of Approval of a Resolution in Support of the Healthy Snacks Initiative/Resolution. (Attachment 10.B.)

11. Public Safety Items.

12. Other Business and Adjournment.