



**Wake Forest Board of Commissioners  
Meeting Agenda  
March 18, 2014  
7:00 pm**

*All items listed are for discussion and possible action.*

**NOTICE**

For people with impaired hearing: Special equipment is available for use during meetings in the Town Hall board chambers. Prior notice is requested. For more information, please contact Town Clerk Deeda Harris at (919) 435-9413 or [dharris@wakeforestnc.gov](mailto:dharris@wakeforestnc.gov).

**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 January 7, 2013 Joint Public Hearing, February 4, 2014 Board of Commissioners Work Session and Joint Public Hearings and February 18, 2014 Board of Commissioners Meeting and February 27 and 28, 2014 (Board of Commissioners Retreat). (Attachment 2.A.)

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

- A. Presentation to Ms. Agnes Wanman upon her retirement. (Attachment 3.A.)
- B. Stadium Drive Complete Streets & N. Avenue Resurfacing Design Project – 30% Design Plan Presentation
- C. Proclamation Recognizing March 3-9 as MS Awareness Week. (Attachment 3.C.)
- D. Proclamation Recognizing April as National Volunteer Month (April 6-13, 2013 designated week). (Attachment 3.D.)
- E. Proclamation Recognizing April 19 as Congenital Diaphragmatic Hernia Awareness Day. (Attachment 3.E.)

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

- A. Public Hearing on the contiguous annexation submitted by Ammons Property Limited Partnership for the property located at the terminus of Heritage Branch Road comprising 72.99 acres being Wake Co. Tax Pin Number 1749-29-7500. This property is the location of the Homestead at Heritage Subdivision approved by the Board of Commissioners on June 18, 2013. (Attachment 4.A.)
- B. Public Hearing to receive public comment on the proposed five (5) year Capital Improvements Plan (CIP) updated for FY 2014 – 2019.
- C. 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.)  
[Delayed - to be approved by Wake co. on 3/17/14]
- B. Approval of petition requesting contiguous annexation submitted by David Iemolo c/o Gibraltar Commercial II LLC for portions of lot 8, 9, 10, 11 & 14 of the Wake Forest Crossing Shopping Center located in the 12600 block of Capital Blvd., comprising 6.7339 acres being portions of Wake County Tax Pin Numbers 1831-95-6402, 1831-95-9006, 1831-95-4347, 1831-95-0545 & 1831-95-2426. (Attachment 5.B.)
- C. Approval of 2<sup>nd</sup> reading of Case No. TA-14-01 (text amendments to UDO Chapters 6, 12, 15, 16, 17 & Appendix B). (Attachment 5.C.)
- D. Appointment of John Hearn, Felicia Kisselburg and Kurt McCorkle to the Cemetery Advisory Board. (Attachment 5.D.)

**6. Legislative Items.**

**7. Planning Items.**

**8. Administration and Financial Items.**

- A. Consideration of approval of resolution authorizing the issuance of revenue bonds (JB Cole Substation/N Main Street Lighting projects). (Attached 8.A.)
- B. Consideration of Approval of Proposal to Provide Audit Services. (Attachment 8.B.)

**9. Public Services Items.**

- A. Consideration of Approval of Supplemental Agreement #2 in the amount of \$53,071.37 for the Smith & Sanford Creek Greenway and Heritage Lake Road Sidewalk Improvement project. (Attachment 9.A.)
- B. Consideration of Approval of Wayfinding Signage Plan for Parks & Greenways – Consultant Firm Selection and Contract. (Attachment 9.B.)
- C. Consideration of approval of a utility easement to Wake EMC for the construction of an Electric Breaker Station on certain property owned by the Town located off Harris Road. (Attachment 9.C.)

- D. Consideration of the Grant of Two Additional Width Sanitary Sewer Easements on Certain Properties Owned by the Town of Wake Forest Along Smith Creek and Dunn Creek to Facilitate the Construction of Improvements to the Smith Creek Sanitary Sewer Interceptor. (Attachment 9.D.)

**10. Parks and Recreation Items.**

**11. Public Safety Items.**

**12. Other Business.**

**13. Adjournment**