

WAKE FOREST GREENWAY ADVISORY BOARD

MEETING NOTES – *BUSINESS MEETING*

January 18, 2011

Members Present: Jan Ammons (Chairman), Tim Nau, Don Bode, Lauri Arntsen, Garry Walston, John VanHoy, Berry Stevens and Pete Thibodeau (ex-officio)

Members Absent: Greg Hoit (Vice Chairman) and Joe Seigler

Staff Present: Candace Davis, Holly Spring and Sarah Sheldon

Visitors: None

CALL TO ORDER

Jan Ammons called the regular business meeting of the Wake Forest Greenway Advisory Board (GAB) to order at 7:30 a.m. – Wake Forest Town Hall 310 S. Brooks Street, Wake Forest, NC 27587.

APPROVAL of MINUTES

- **December 14th – Business Meeting:** Berry Stevens made a motion to approve the minutes from the December 14th regular business meeting. The motion was seconded by Lauri Arntsen and carried unanimously (6-0).

UPDATES

- **2011 State of the Town Address Dinner-** will be held on **Monday, Feb. 21, at 6pm.** The event will be held at Tuxedo Junction, 405 S. Brooks Street. Dinner will be served and the Town of Wake Forest will pay for each Greenway Advisory Board Member to attend. Please email me at cdavis@wakeforestnc.gov and if you plan to attend.
- **Dunn Creek Greenway Project** – project percentages are 43% complete. Bridge D is on site and the contractor is concentrating efforts on Bridge D abutments. All footers with the exception of Bridge A (south) have been placed. Weather and temperature are impacting daily operations of the contractor. A stop work order was issued on 01.09.11. ST Wooten has addressed the erosion control, trenching and excavation issues stated in the Stop Work Order. Staff from NCDOT, the Town, KCI and the contractor will meet on Wednesday, January 12th to discuss progress, erosion control concerns and safety concerns.
- **Neuse River Greenway Project** – NCDOT is currently reviewing structure drawings. Advertise construction project by the end of February or Mid-March. There will be a 14 month construction period.
- **Clean Water Management Trust Fund Grant** – staff is reviewing the application requirements.
- Staff is in the process of updating the **Greenways Advisory Board Roster** please email Candace any contact information changes (home, cell, & office telephone numbers, home address, and email address).

NEW BUSINESS

- a. **Welcome & Introduction of new and returning Board members**
- b. **Nominating Committee Report**

Lauri provided the Nominating Committee Report. The committee recommended the current Chair (Jan Ammons) and Vice Chair (Greg Hoit) positions remain the same.

Motion:

None

Action:

None

- c. **Vote on Chairman and Vice Chairman**

After hearing the Nominating Committee Report, Jan opened the floor for additional nominations. There being none, the Board unanimously voted (7-0) to accept the committee recommendation

Motion:

None

Action:

None

OLD BUSINESS

- a. **2011 Meeting Schedule**

The GAB will continue meeting the first Tuesday of each month. The proposed meeting schedule below will stand:

- **Business Meetings**
 - April 12th
 - August 9th
 - November 8th
- **Work Sessions**

○ February 8 th	○ July 12 th
○ March 8 th	○ September 13 th
○ May 10 th	○ October 11 th
○ June 14 th	○ December 13 th

Motion:

Tim made a motion to accept the draft 2011 meeting schedule. Berry seconded the motion. The motion was unanimously approved (7-0).

Action:

None

b. Adopt Goals for 2011

Jan reviewed the draft list of goals and solicited feedback from the GAB.

- ✓ Expand pull out maps for Adopt-a-trail website sections
- ✓ Develop a training model for volunteer "work days"
- ✓ Schedule 10 workdays and open 3 soft trails in 2011
- ✓ Identify 3 soft trail sections for 2012
- ✓ Maintain focus on greenway easement acquisitions

Motion:

Tim made a motion to accept approve the 2011 Goals. Berry seconded the motion. The motion was unanimously approved (7-0).

Action:

None

c. Greenways Advisory Board Ambassador Program

A PowerPoint presentation was created for future GAB Ambassadors to use when asked to speak at community events. Members reviewed the presentation edits.

Motion:

None

Action:

None

d. Interactive Open Space and Greenway Plan Map

Sarah presented a PowerPoint and explained the concept behind the Interactive Open Space and Greenway Plan Map. Staff created a list of all the greenway corridors and park facilities. The GAB will assist staff in researching the information and photos for the map. The GAB intends to have a draft ready by April/May 2011.

Motion:

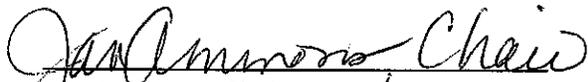
None

Action:

The GAB decided this item would be the main topic of the February 8th Work Session.

ADJOURNMENT

There being no further business, Lauri Arntsen made a motion to adjourn the meeting at 8:30am. Garry Walston seconded the motion. The motion was unanimously approved.


Jan Ammons, Chairman


Candace Davis, Staff Liaison/Secretary