

**Wake Forest Board of Commissioners**  
**Agenda**  
**December 18, 2007**  
**7:00 p.m.**

*All items listed are for discussion and possible action*

**NOTICE**

For people with impaired hearing: Special equipment is available at Town Hall during the meetings with prior notice of the meeting time. Please call Town Clerk Joyce Wilson, MMC at (919) 554-6190.

**CABLECAST OF BOARD OF COMMISSIONERS MEETINGS**

All Board of Commissioners meetings are cablecast on Time Warner Cable Community Channel 10 beginning at 7:00 p.m.

**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 (5) minutes of time to speak and may choose to allow one (1) 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 (5) minutes each to express his/her comments, ideas, concerns, expressions, and desires. No comments will be allowed on agenda items.

**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 the Public Comment, please see Town Clerk Joyce Wilson, MMC prior to the meeting. Mayor Jones will recognize you during the Public Comment section and you will have 3-5 minutes to speak. Thank you for your cooperation.

The agenda is available on the official Town of Wake Forest Website: [www.wakeforestnc.gov](http://www.wakeforestnc.gov) by 12:00 p.m. on the Thursday prior to the Board of Commissioners meeting on the third Tuesday. Citizens may request copies of the agenda or agenda items by calling the Town Clerk's Office at 554-6190. Questions concerning the agenda items should be directed to Town Clerk Joyce Wilson, MMC at (919) 554-6190.

**Call to order.**

**Pledge of Allegiance.**

**1. Approval of agenda.**

**2. Approval of minutes.**

- A. Meetings held November 8, 2007 (Work Session and Joint Public Hearings) and November 20, 2007 (Regular Board of Commissioners Meeting). (Attachment 2.A.)

**3. Presentations.**

- A. Presentation of Annual Comprehensive Annual Financial Report for FYE June 30, 2007. (Attachment 3.A.)
- B. Interview candidates for various advisory boards. (Attachment 3.B.)

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

- A. Public hearing and approval of ordinance for contiguous annexation submitted by Lou and Joy Moshakos for property located off North Park Drive comprising 8.21 acres. (Attachment 4.A.)
- B. Public hearing to receive public comment on capital needs for the 5-year Capital Improvements Plan. (Attachment 4.B.)
- C. Public hearing concerning fire impact fees. (Attachment 4.C.)
- D. Public Comment.

**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 2008 meeting schedule for Planning Board and Board of Commissioners meetings. (Attachment 5.B.)

- C. Approval of purchase of two (2) Compact Excavators for the Electric Department. (Attachment 5.C.)
- D. Approval of resolution amending check signing procedures. (Attachment 5.D.)

**6. Legislative Items.**

- A. Consideration of approval of appointments/reappointments to various advisory boards. (Attachment 6.A.)
- B. Consideration of approval of appointments to various Board of Commissioners committees. (Attachment 6.B.)

**7. Planning Items.**

- A. Consideration of approval of Case ZA-07-06: Amendment to Article VI. Section 4 Signs of the Wake Forest Zoning Ordinance. (Attachment 7.A.)

**8. Administration and Financial Items.**

- A. Consideration of approval of an additional Sergeant position. (Attachment 8.A.)
- B. Consideration of approval of resolution authorizing an Installment Purchase Agreement. (Attachment 8.B.)

**9. Public Services Items.**

- A. Consideration of approval of a proposal from KCI Associates for the provision of Project Administration and Inspection Services for the Stream Restoration of Richland Creek. (Attachment 9.A.)
- B. Consideration of approval of traffic agreement between the North Carolina Department of Transportation and the Town of Wake Forest to revise the traffic signal at US-1A (Front Street) at NC-98 Business (East Roosevelt Avenue) and NC-98 Business (East Roosevelt Avenue) at SR 1941 (North/South White Street). (Attachment 9.B.)
- C. Consideration of approval of request received from residents of Crenshaw Hall for the replacement of a 1-way stop to a 3-way stop at the junction of Warmoven Street and Clatter Avenue. (Attachment 9.C.)

**10. Parks and Recreation Items.**

**11. Public Safety Items.**

**12. Other Business.**

A. Board of Commissioners Committee Reports.

**13. Closed Session:** N.C.G.S. 143-318.11(a)(3) - Consultation with Town Attorney  
Litigation - Wake Forest Country Club

**14. Adjournment.**