

REGULAR BOARD OF COMMISSIONERS MEETING

TOWN OF WAKE FOREST, NORTH CAROLINA

May 15, 2007

Mayor Jones called to order a regular meeting of the Board of Commissioners at 7:00 p.m. Present were Commissioners Stephen Barrington, Velma Boyd-Lawson, David Camacho, Frank Drake, and Margaret Jones Stinnett as were Town Manager Williams, Town Clerk Wilson, Deputy Town Manager O'Donnell, Planning Director Russell, Planner Sary, Planner Summers, Planner Ayers, Engineering Director Keravuori, Town Engineer Miles, Town Engineer Spring, MIS Manager LaBarge, Police Major Leonard, Finance Director Staples, Parks & Recreation Director Simpson, and Town Attorney Vernon. Guest: Jonathan Decker - Summer Intern

Mayor Jones led everyone in the Pledge of Allegiance.

1. Approval of agenda.

Mayor Jones reported that a Closed Session: N.C.G.S. 143-318.11(a)(6) Personnel: Evaluations - Town Manager/Town Attorney will be added to agenda and placed as the last item. She also reported that Item 8.A. - Consideration of compensation for Town Manager would be considered at that time as well.

ACTION: Commissioner Barrington made a motion to approve the agenda as amended. Commissioner Boyd-Lawson seconded the motion, which carried unanimously (5-0).

2. Approval of minutes.

A. Meetings held April 3, 2007 (Work Session and Joint Public Hearings) and April 17, 2007 (Regular Board of Commissioners Meeting) and April 23, 2007 (Special Called Meeting).

ACTION: Commissioner Boyd-Lawson made a motion to approve the minutes of meetings held April 3, 2007 (Work Session and Joint Public Hearings) and April 17, 2007 (Regular Board of Commissioners Meeting) and April 23, 2007 (Special Called Meeting) as submitted by Town Clerk Wilson. Commissioner Barrington seconded the motion, which carried unanimously (5-0).

3. Presentations.

A. Presentation by Little Diversified concerning exterior appearance of the New Town Hall.

Mayor Jones recognized Mr. Steve Hawley, Little Diversified, who made a brief presentation concerning the exterior appearance of the new Town Hall Building (brick, windows, etc.) and landscaping plans. He reported that a recommendation will be made to save the landmark trees. He said that Little Diversified is close to submitting a site plan to the Planning Department for possible submittal to the Planning Board and Board of Commissioners for approval in June or July.

B. Presentation of Proclamation recognizing National Public Works Week.

WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, and solid waste collection; and

WHEREAS, the health, safety and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skill of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding of the importance of the work they perform.

NOW, THEREFORE, I, Vivian A. Jones, Mayor of the Town of Wake Forest, North Carolina proclaim the week of May 20-26, 2007 as Public Works Week and I call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

4. Public hearings / Public Comment.

A. Public hearing to receive public input for amendments to the Municipal Service District.

At 7:25 p.m., Mayor Jones opened the public hearing to receive public input for amendments to the Municipal Service District.

Mayor Jones recognized Planner Wanman, who gave a brief report saying that the Municipal Service District was established in 1988 to help defray the costs of parking in the downtown area (copy on file in the Town Clerk's Office).

The following person(s) spoke concerning the Municipal Service District:

Ms. Tina Archer, Executive Director - Downtown Revitalization Corporation, spoke saying that the DRC is not opposed to the expansion of the Municipal Service District and support the tax rate increase of \$.07. She reported that towns who have been designated as the Main Street Program depend on funds from their municipal service districts. She also presented a list of comments of some of the downtown merchants who support the tax rate increase (copy on following page).

Mr. Jim Adams, 909 South Main Street, spoke saying he was in favor of the revitalization of the downtown area. However, he said he had a problem with his private home (residence) being added to the list.

At 7:44 p.m., there being no one else present to speak to this item, Mayor Jones closed the public hearing.

B. Public hearing to receive public input for the proposed FY 2007-2008 Budget.

At 7:45 p.m., Mayor Jones opened the public hearing to receive public input on the proposed FY 2007-2008 Budget.

Mayor Jones recognized the following person(s) who spoke:

Ms. Martha Patterson spoke saying that she and Mary Lancaster have formed a Fire Information Group due to several house fires within the last few weeks. She spoke saying she was present in support of the Fire Department. She said that a fire station is needed on the west side of Town. Ms. Patterson reported that fire hydrants were close by but there was no water available. She said that there are several subdivisions on the west side of Town which include Fairlakes, Jenkins Run, Canonbie, Waterfall, and Kensington Manor Subdivisions that residents are involved in the Fire Information Group. She said that they are in support of the purchase of a 3,000 gallon pumper truck.

Mr. Jeff Adolphonsen - Chairman of the Downtown Revitalization Corporation - who gave an update on the DRC. He said that a full-time executive director (Ms. Tina Archer) had been hired. The Town of Wake Forest has received the Main Street Program designation. He said that \$31,000 has been raised through various programs. A walking brochure is in the process of being developed. The DRC is very active in recruiting businesses for the downtown area and the website has been updated.

Ms. Tina Archer - Executive Director of the Downtown Revitalization Corporation - spoke saying that the tax rate increase would help pay for a variety

of things that are needed such as wayfinding signs, walking brochure, economic survey of downtown, promotional bags for all events, brochure maps, events/festivals as well as the Lighting of Wake Forest.

Mr. Greg Hoit - Greenway Advisory Board - thanked the Board for its continued support. He asked that the greenways be expanded. He said that greenways are one of the top needs seen in town during the recent public meeting about the town's future.

Ms. Jan Ammons - Greenway Advisory Board - spoke saying that there are "no trespassing" signs along some of the dedicated greenway land along water and sewer easements. She asked that these signs be removed saying that greenways cannot be opened fast enough.

Mr. Johnny Whitfield - Eastern Wake News Editor - spoke on behalf of the Wake Forest Rotary Club to urge the board to pledge up to \$20,000 to build the Flaherty Park press box. He reported that the Rotary Club has leased the remaining \$10,000 of the cost.

Ms. Lynn Pierce - Kids Voting - urged the board to increase the funding for Kids Voting to \$1,500 because there are more children. The number of children in Wake Forest has grown by 46% in five (5) years. She said the group is increasing its program for provide ballots at schools for children whose parents do not vote.

Mr. Hugh McLean - Director, Wake Forest Boys and Girl Club - thanked the Board for its support, which began last year, and asked to be included in this year's budget. The \$7,500 will allow the club to serve an additional 48 members and help with the programs.

At 8:06 p.m., there being no one else present to speak to this item, Mayor Jones closed the public hearing.

Mayor Jones reported that a budget work session needed to be scheduled. Consensus of the Board of Commissioners was Wednesday, May 23, 2007 at 7 p.m.

C. Public Comment.

No one spoke.

5. Consent Agenda.

Commissioner Stinnett requested that Item 5.B. Approval of petition requesting contiguous annexation submitted by ECI Custom Homes for property located at 3600 Copper Beach Lane comprising 34.283 acres be removed from the Consent Agenda. Mayor Jones reported that this item would be considered as Planning Item 7.I.

ACTION: Commissioner Drake made a motion to approve the Consent Agenda as amended. Commissioner Camacho seconded the motion, which carried unanimously (5-0).

- A. **Approval of tax releases (none received).**
- B. **Approval of a petition requesting contiguous annexation submitted by The Wright People, LLC for property located in the 13700 block of Capital Boulevard (east side) comprising 28.69 acres resulting in the following resolutions:**

RESOLUTION 2007-30

RESOLUTION DIRECTING THE CLERK TO INVESTIGATE
A PETITION RECEIVED UNDER G.S. 160A-58.1
(Body of resolution contained in Resolution Book 24)

RESOLUTION 2007-31

RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION
OF ANNEXATION PURSUANT TO G.A. 160A-31, AS AMENDED
(Body of resolution contained in Resolution Book 24)

- C. **Approval of request received from 4th of July Committee.**
- D. **Approval of Budget Ordinance Amendment No. 5 for Fiscal Year 2006-2007 resulting in the following ordinance:**

ORDINANCE 2007-25

BUDGET ORDINANCE AMENDMENT NO. 5 OF
THE TOWN OF WAKE FOREST, NORTH CAROLINA
FOR THE FISCAL YEAR 2006-2007
(Body of ordinance contained in Ordinance Book 20)

6. Legislative Items.

None.

7. Planning Items.

- A. **Consideration of approval of Case RZ-07-03: A request filed by Wakeville Inc. to rezone 3.39 acres from R-30 (Wake County) to C.U.NB, Conditional Use Neighborhood Business District for property located at the southeast**

corner of Burlington Mills Road and Ligon Mill Road, being Tax PIN 1748-19-1837.

ACTION: Commissioner Barrington made a motion to approve Case RZ-07-03: A request filed by Wakeville Inc. to rezone 3.39 acres from R-30 (Wake County) to C.U.NB, Conditional Use Neighborhood Business District for property located at the southeast corner of Burlington Mills Road and Ligon Mill Road as submitted, which died due to lack of a second.

Commissioner Camacho made a motion to approve Case RZ-07-03: A request filed by Wakeville Inc. to rezone 3.39 acres from R-30 (Wake County) to C.U.NB, Conditional Use Neighborhood Business District for property located at the southeast corner of Burlington Mills Road and Ligon Mill Road as submitted with no gas station/convenience store subject to the conditions as recommended by Planning Staff. Commissioner Barrington seconded the motion and the vote was as follows resulting in the following ordinance:

| | |
|--------------------------|--------------------|
| <u>Aye</u> | <u>Nay</u> |
| Commissioner Barrington | Commissioner Drake |
| Commissioner Boyd-Lawson | |
| Commissioner Camacho | |
| Commissioner Stinnett | |

Note: Mr. Jim Adams did concur with the deletion of the convenience store/gas station condition.

ORDINANCE 2007-26

ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF WAKE FOREST, NORTH CAROLINA
(Body of ordinance contained in Ordinance Book 20)

- Conditions:
1. Implement the recommendations of the Traffic Impact Analysis, dedicate rights-of-way and perform road construction in accordance with the Wake Forest Transportation Plan.
 2. Architectural and lighting design techniques to complement the surrounding area with similar massing, high quality building materials and minimal lighting impacts on nearby properties and a pump island canopy design to incorporate building design features.
 3. Add one (1) bicycle parking rack.

4. Uses shall be limited to the following:

Food Sales and Service: Cafes and coffee shops, caterers, delicatessens, grocery stores, ice cream shops, meat markets, restaurants, and soda fountains.

Neighborhood Oriented Personal Services: Barber shops, beauty shops, laundromats and dry-cleaning and laundering pick-up stations, pet grooming (provided there is no boarding of animals), and tailor and seamstress shops. Excluding personal services that are not in context with the neighborhood location.

Professional and Business Services: Accountants and tax services, attorneys, banks and other financial institutions, copy centers (consumer oriented), doctors' and dentists' offices, offices for business and professional uses, photography studios, photo processing (consumer oriented), real estate sales and rental, travel agents, and veterinary clinics (with no outdoor runs or pens).

Neighborhood Oriented Retail: Antiques, art and frames, books, cameras, candy, china and pottery, clothing, computers and accessories, drugs, fabric, gifts, greeting cards and stationery, hardware, jewelry and watches, lamps and lampshades, medical supplies (consumer sales), music and musical instruments, paint and wallpaper, personal items, pets and pet supplies, rugs and carpets, shoes, small appliances and electronic equipment, and video, music, and DVD rental and sales. Excluding retail sales that are not in context with the neighborhood location.

B. Consideration of approval of an ordinance adopting an interim application process for wireless telecommunications facilities.

ACTION: Commissioner Drake made a motion to approve an ordinance adopting an interim application process for wireless telecommunications facilities to the term from 90 days to 120 days. Commissioner Boyd-Lawson seconded the motion, which carried unanimously (5-0) resulting in the following ordinance:

ORDINANCE 2007-27

ORDINANCE AMENDING ORDINANCE 2007-08
ADOPTING AN INTERIM APPLICATION PROCESS
FOR WIRELESS TELECOMMUNICATIONS
FACILITIES OF THE ZONING ORDINANCE OF
THE TOWN OF WAKE FOREST, NORTH CAROLINA
(Body of ordinance contained in Ordinance Book 20)

C. Consideration of approval of Case SU-07-03: A request filed by TCR Carolinas Properties, Inc. for a special use permit for apartments in R-5 Residential-5 District for property located south of Caveness Farms Avenue, being Tax PIN 1830-73-5516.

ACTION: Commissioner Barrington made a motion to approve Case SU-07-03: A request filed by TCR Carolinas Properties, Inc. for a special use permit for apartments in R-5 Residential-5 District for property located south of Caveness Farms Avenue based on the findings of fact and conditions as submitted by the Planning Staff. Commissioner Camacho seconded the motion and the vote was as follows:

| <u>Aye</u> | <u>Nay</u> |
|--------------------------|-----------------------|
| Commissioner Barrington | Commissioner Drake |
| Commissioner Boyd-Lawson | Commissioner Stinnett |
| Commissioner Camacho | |

- Finding 1: The proposed use or development is located, designed, and proposed to be operated so as not to be detrimental to the public health, safety, and general welfare, in that:
- o The proposed development enhances the transportation system with road construction in accordance with the Wake Forest Transportation Plan:
 - o Pedestrian access to the Shoppes of Caveness will be provided from Ligon Mill Road through the development.
 - o Only one driveway access is being proposed on Caveness Farms Avenue and Ligon Mill Road, limiting the impact of the proposed development on the public road system.
- Finding 2: The proposed use is appropriately located with respect to transportation facilities, water supply, fire and police protection, waste disposal and similar facilities, in that:
- o The proposed development will include installation of roadway on both Ligon Mill Road and Caveness Farms Avenue to alleviate traffic along Capital Boulevard and to provide public and emergency vehicles an alternate way to access properties in this area.
 - o The proposed development will provide an oversized sewer line through the site to improve sewer service in the area and the existing pump station will be taken off line with the development of Ligon Mill Road.
 - o The developer will be extending public water along Ligon Mill Road.
- Finding 3: The proposed use will not substantially injure the value of adjoining or abutting property, in that

- o The proposed development is providing extensive open space in tree save areas and wide landscaped street yards.
 - o The proposed development is providing extensive improvements to public roads and utilities in the area.
 - o The proposed development takes advantage of natural features to separate land uses.
- Finding 4: The proposed use will not cause undue traffic congestion or create a traffic hazard, in that the proposed development enhances the transportation system within the area and driveway connections to public streets are minimal.
- Finding 5: The proposed use will not create undue noise, dust, and gasses, in that the proposed use is a residential use to which noise, dust and gasses are not normally associated and all vehicle access areas will be paved thus alleviating potential dust problems.
- Finding 6: The proposed use, if developed accordingly to the plan submitted and approved, will be in harmony with the area in which it is located, in that:
- o The proposed development is located adjacent to a substation, another apartment development and two shopping centers.
 - o Buffers and street yards surround development areas.
 - o The transportation system and surrounding land uses support multi-family development.
- Finding 7: The proposed use or development conforms with the general plans for the physical development of the town, in that the proposed development is consistent with the Transportation Plan, US-1 Corridor Plan, Pedestrian Plan and Land Use Management Plan, including, but not limited to: access to a local-major thoroughfare, wide street yards and planned pedestrian access.
- Finding 8: The proposed use or development meets all other rules and regulations within the zoning ordinance and all existing Town polices, in that the proposed development is consistent with the requirements of the Zoning Ordinance and will meet all sediment and erosion control requirements with development including, but not limited to: allowable density less than 10 units per acre, adequate parking, landscape buffers and mature tree preservation.
- Conditions:
1. Provide water conservation measures as described in the project narrative.
 2. Prior to project completion, construct two lanes of Ligon Mill Road, including construction of stream crossings and grading for the ultimate cross-section, from existing end of pavement to Caveness Farms Avenue. The Town of Wake Forest will assist the developer with working with the City of Raleigh to expedite the removal of the pump station to

allow the completion of the required Ligon Mill Road construction.

3. Prepayment of water and sewer availability fees.

D. Consideration of approval of Case SU-07-04: A request filed by Starmount Company for a special use permit for a shopping center located in CU HB, Conditional Use Highway Business District for property located at the junction of NC-98 By-pass and Jones Dairy Road, being Tax PINs 1840-76-0008, 1840-97-6456 & 1840-97-9931.

ACTION: Commissioner Camacho made a motion to approve SU-07-04: A request filed by Starmount Company for a special use permit for a shopping center located in CU HB, Conditional Use Highway Business District for property located at the junction of NC-98 By-pass and Jones Dairy Road based on the findings of fact and conditions as submitted by the Planning Staff. Commissioner Barrington seconded the motion and the vote was follows:

| <u>Aye</u> | <u>Nay</u> |
|--------------------------|-----------------------|
| Commissioner Barrington | Commissioner Drake |
| Commissioner Boyd-Lawson | Commissioner Stinnett |
| Commissioner Camacho | |

Finding 1: The proposed use or development is located, designed, and proposed to be operated so as not to be detrimental to the public health, safety, and general welfare, in that the proposed development was previously approved for a neighborhood shopping center, is zoned for Highway Business uses and has adequate access to an extensive transportation system with market support from surrounding residential developments.

Finding 2: The proposed use is appropriately located with respect to transportation facilities, water supply, fire and police protection, waste disposal and similar facilities, in that the development is located in an area with existing municipal services, access to public water and sewer services and access to multiple public streets including a primary-major thoroughfare (NC-98 By-pass), two local-major thoroughfares (Jones Dairy Road and Heritage Lake Road extension (under construction) and a collector street (Friendship Chapel Road, also under construction).

Finding 3: The proposed use will not substantially injure the value of adjoining or abutting property, in that the proposed development is separated from other land uses by public streets with streetyard buffers to be planted along the edges. Additional landscape material will be provided with development to screen mechanical areas from view from the streets and nearby properties. Convenient retail goods and services will be provided by the

development enhancing rather than injuring surrounding property values.

Finding 4: The proposed use will not cause undue traffic congestion or create a traffic hazard, in that the traffic impact analysis provides for transportation system improvements to adequately accommodate the development impacts.

Finding 5: The proposed use will not create undue noise, dust, and gasses, in that the proposed use is a shopping center use to which dust and gasses are not normally associated. All vehicle access areas will be paved thus alleviating potential dust problems. Public street separation with landscaped street yards will also reduce potential noise impacts.

Finding 6: The proposed use, if developed accordingly to the plan submitted and approved, will be in harmony with the area in which it is located, in that a shopping center was approved at the site for many years, a commercial development was approved on the adjacent corner of the intersection of Jones Dairy Road and NC-98 By-pass and additional landscaping will be provided to screen the service areas from view along Friendship Chapel Road.

Finding 7: The proposed use or development conforms with the general plans for the physical development of the town, in that the proposed development is consistent with the Transportation Plan, 98 Bypass Corridor Plan, Pedestrian Plan and Land Use Management Plan, including, but not limited to: access to a local-major thoroughfare, wide street yards and planned pedestrian access.

Finding 8: The proposed use or development meets all other rules and regulations within the zoning ordinance and all existing Town polices, in that the proposed development is consistent with the requirements of the Zoning Ordinance and will meet all sediment and erosion control requirements with development including, but not limited to: allowable building placement, street yards, adequate parking, landscape buffers and mature tree preservation.

- Conditions:
1. Construct all of the required transportation improvements listed in the Traffic Impact Analysis and required by the North Carolina Department of Transportation.
 2. The developer shall provide the connection of Friendship Chapel Road to Jones Dairy Road with Phase 1 or as early as NC-DOT will allow the connection to be made.
 3. Omit the proposed northern driveway access point to Heritage Lake Road (driveway #5 in the TIA).
 4. Install the loop road driveway access to Friendship Chapel Road with Phase 1 of Gateway Commons.

E. Consideration of approval of Development Plan Review: Mellow Mushroom.

ACTION: Commissioner Stinnett made a motion to approve the Development Plan Review for Mellow Mushroom with conditions as recommended by Planning Staff. Commissioner Drake seconded the motion, which carried unanimously (5-0).

Conditions: 1. Apply to the Wake County Capital Tree Program for the landmark trees being preserved.
2. Provide sufficient stormwater detention and design in accordance with NPDES Phase II regulations and Town Standards for stormwater design to ameliorate existing problems associated with the construction of the existing driveway access to Wake Drive.

F. Consideration of approval of authorization for demolition and assessment of costs for an unsafe structure located at 417 Seventh Street (Tax PIN 1841-82-1675).

ACTION: Commissioner Drake made a motion to allow thirty-one (31) days for the demolition for an unsafe structure located at 417 Seventh Street. Commissioner Boyd-Lawson seconded the motion, which carried unanimously (5-0).

G. Consideration of approval of additional fee request received from Appian Consulting Engineers, P.A. for work at the corner of South White Street and Roosevelt Avenue.

ACTION: Commissioner Drake made a motion to approve the additional fee request from Appian Consulting Engineers, P.A. for work at the corner of South White Street and Roosevelt Avenue in the amount of \$1,875. Commissioner Barrington seconded the motion, which carried unanimously (5-0).

H. Consideration of approval of Case RZ-07-04: A request filed by Entrust Holdings Inc./East West Partners Management Company to rezone 256.56 acres from RD, Rural Holding District to C.U. TND, Traditional Neighborhood Development District for property located in the southeastern portion of the intersection of the NC-98 By-pass and the CSX Railway, being Tax PIN 1840-44-8440.

ACTION: Commissioner Barrington made a motion to approve Case RZ-07-04: A request filed by Entrust Holdings Inc./East West Partners Management Company to rezone 256.56 acres from RD, Rural Holding District to C.U. TND, Traditional Neighborhood Development District for property located in the southeastern portion of the intersection of the NC-98 By-pass and the CSX

Railway subject to the conditions submitted by Planning Staff. Commissioner Stinnett seconded the motion and the vote was as follows resulting in the ordinance as listed below:

Aye
Commissioner Barrington
Commissioner Boyd-Lawson
Commissioner Camacho
Commissioner Stinnett

Nay
Commissioner Drake

ORDINANCE 2007-28

ORDINANCE AMENDING THE OFFICIAL ZONING MAP
OF THE TOWN OF WAKE FOREST, NORTH CAROLINA
(Body of ordinance contained in Ordinance Book 27)

1. Construct and install the following transportation improvements:
 - a. Intersection and roadway improvements to the intersection of South Franklin Street and the NC-98 By-pass as recommended in the TIA;
 - b. Dedicated left and right turning lanes on Friendship Chapel Road at its intersection with South Main Street (US-1A) as recommended in the TIA;
 - c. Payment-in-lieu of dedicated left-turn lane on northbound South Main Street (US-1A) onto the NC-98 By-pass as recommended in the TIA;
 - d. Sidewalk and roadway widening improvements (½ across-section) along Holding Village property frontage with existing section of South Franklin Street according to the Wake Forest Transportation Plan;
 - e. Any improvements as required by NC-DOT;
 - f. Mast arm poles for signals at the South Franklin Street and NC-98 By-pass intersection; and
 - g. Repave and where necessary, reconstruct, the existing section of Friendship Chapel Road from South Main Street (US-1A) to the west boundary of Holding Village.
2. Provide payment of one-third the cost of the stream crossing for the extension of Friendship Chapel Road across Spring Branch. Provide preliminary design of the stream crossing to determine the necessary finished grade of Friendship Chapel Road as it approaches Spring Branch.
3. Provide all revisions, additions, and corrections to the Regulating Code as noted by staff.
4. Provide fee-simple greenway dedication along Spring Branch (west side) in the amount determined by the Town of Wake Forest. The developer will construct a greenway trail along Spring Branch and will construct the

NC-98 By-pass greenway trail including all structural appurtenances. The construction costs of these greenway trails will be credited against recreation facility fees.

I. Consideration of approval of petition requesting contiguous annexation submitted by ECI Custom Homes, Inc. for property located at 3600 Copper Beach Lane comprising 34.283 acres.

ACTION: Commissioner Drake made a motion to approve the petition requesting contiguous annexation submitted by ECI Customer Homes, Inc. for property located at 3600 Copper Beach Lane comprising 34.283 acres. Commissioner Stinnett seconded the motion, which carried unanimously (5-0) resulting in the following resolutions:

RESOLUTION 2007-32

RESOLUTION DIRECTING THE CLERK TO INVESTIGATE
A PETITION RECEIVED UNDER G.S. 160A-58.1
(Body of resolution contained in Resolution Book 24)

RESOLUTION 2007-33

RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION
OF ANNEXATION PURSUANT TO G.A. 160A-31, AS AMENDED
(Body of resolution contained in Resolution Book 24)

8. Administration and Financial Items.

9. Public Services Items.

A. Consideration of approval of a contract between the Town of Wake Forest and Kimley-Horn and Associates, Inc. for the provision of professional engineering services relative to the widening of South Main Street from Forbes Road to Forestville Road.

ACTION: Commissioner Stinnett made a motion to approve a contract between the Town of Wake Forest and Kimley-Horn and Associates, Inc. for the provision of professional engineering services relative to the widening of South Main Street from Forbes Road to Forestville Road in an amount not to exceed \$196,774. Commissioner Camacho seconded the motion, which carried unanimously (5-0).

B. Consideration of approval of unpaved roads in the Town of Wake Forest.

Consensus of the Board of Commissioners was to refer this item back to the Public Works Committee for a more in depth plan about plan for determining priorities and financial plan.

10. Parks and Recreation Items.

A. Consideration of approval of request from Mr. Tom Shipman with GWFABC.

ACTION: Commissioner Boyd-Lawson made a motion to approve the request from the GWFABC concerning the construction of a press box/concession/field house at the Flaherty Community Park in the amount of \$20,000. Commissioner Camacho seconded the motion, which carried unanimously (5-0).

11. Public Safety Items.

None.

12. Closed Session: N.C.G.S. 143-318.11(a)(6) Personnel: Evaluations - Town Manager/Town Attorney will be added to agenda and placed as the last item. She also reported that Item 8.A. - Consideration of compensation for Town Manager would be considered at that time as well.

ACTION: At 11:10 p.m., Commissioner Camacho made a motion to go into Closed Session for the purpose of N.C.G.S. 143-318.11(a)(6) Personnel: Evaluation - Town Manager. Commissioner Boyd-Lawson seconded the motion, which carried unanimously (5-0).

At 11:22 p.m., Commissioner Stinnett made a motion to return to the regular meeting. Commissioner Barrington seconded the motion, which carried unanimously (5-0).

Commissioner Camacho made a motion to approve the Town Manager's agreement with a 3.5 merit increase effective July 1, 2007. Commissioner Drake seconded the motion, which carried unanimously (5-0).

13. Adjournment.

ACTION: At 11:25 p.m., Commissioner Stinnett made a motion to adjourn the meeting, Commissioner Barrington seconded the motion, which carried unanimously (5-0).