



Wake Forest Board of Commissioners

Meeting Agenda

August 16, 2016 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 individuals 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 ADA Coordinator Mickey Rochelle at 919-435-9455 or mrochelle@wakeforestnc.gov or Town Clerk Deeda Harris at 919-435-9413 or dharris@wakeforestnc.gov as soon as possible, but no later 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 Wake Forest TV 10 (WFTV 10) beginning at 7 p.m. Meetings are also aired online on the 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/board-of-commissioners.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 via email by enrolling in the free 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 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

- 1.A. Agenda for 8-16-16
[agenda8-16-16.pdf](#)

2. Approval of Minutes

- 2.A. Approval of Minutes for meeting held July 19, 2016 (Regular Meeting).
[minutes.pdf](#)

[mins 7-19-16 draft 8-4-16.docx](#)

3. Presentations

- 3.A. Recognition of New Employees.
- 3.B. Presentation of Updated Electric Rate Design and Structure - Booth and Associates
[electric_rate_study.pdf](#)

[wf_coss_8-16-2016-rates.pptx](#)
- 3.C. Presentation of Authorized Annual Budget of Eligible Capital Projects for Public Art – FY 2016 – 2017.
[public art capital projects.pdf](#)
- 3.D. Proclamation Recognizing Sept. 17-24, 2016 as Campaign Nonviolence NC.
[Nonviolence Proclamation-2016.docx](#)
- 3.E. Proclamation Recognizing Good Neighbor Day - Sept. 18, 2016.
[good neighbor day 2016-9-18-16.docx](#)
- 3.F. Proclamations Recognizing Constitution Week - September 17 - 23, 2016.

[constitution week.pdf](#)

[CONSTIWK Sept 17-23, 16.docx](#)

[Constitution Day Proclamation 2016-NCBA.docx](#)

- 3.G. Consideration of Proposal for Temporary Sculpture Exhibit in the Town of Wake Forest.

[temporary art structure.pdf](#)

[Temporary Sculpture Exhibit Proposal.docx](#)

[Sculpture Exhibit Wake Forest.docx](#)

4. Public hearings / Public Comment

- 4.A. Public Hearing on the Contiguous Annexation Submitted by ALF Holding Village, LLC for property located on S. Franklin Street in the Holding Village Subdivision, being a portion of Wake County Tax PIN 1840-45-8166.

[holdingvillage_annexation.pdf](#)

[2016-x contiguous annexation ALF Holding, LLC Holding Village Subdivision.pdf](#)

[HV_Amenity_App \(1\).pdf](#)

4.B. 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

- 5.A. Approval of Tax Releases.

[tax_releases.pdf](#)

[WakeCoTaxReport.pdf](#)

- 5.B. Resolution in Appreciation of Services of Youth In Government Advisory Board Members.

[YIG_appreciations.pdf](#)

[RESOLUTION 2016 - YIG Advisory Board Appreciation.pdf](#)

- 5.C. Appointment of Patricia Brothers as a Member of the Urban Forestry Board and Dawn Daria to the Historic Preservation Commission.

[ufb_hpc_appointments.pdf](#)

[resolution2016-xx AdvBoardAppointmentHRCandUFB-May 2016.docx](#)

- 5.D. Approval of On-Call Transportation Planning, Engineering Services and Construction Engineering Inspection Services– Contract Amendments

[on-call TPES contract amendments.pdf](#)

[Summit Design & Engineering_Contract Amendment 1-PE.pdf](#)

[MottMaDonald_Contract Amendment1-CA.pdf](#)

- 5.E. CASE TA-16-03: Consideration of approval of second reading of proposed text amendments to Chapter 5 – Building Design Standards, Chapter 12 – Erosion, Flood, Stormwater, & Watershed Standards, and Chapter 13 – Nonconformities of the Wake Forest Unified Development Ordinance.

[UDO amendments - chap5,12,13.pdf](#)

[TA-16-03-UDOA Amendments-Chap5,12and13.pdf](#)

- 5.F. Approval of the Memorandum Of Understanding with Wake Forest Arts.

[WFArts_MOU.pdf](#)

[MOU Town and WF-ARTS.docx](#)

6. Legislative Items

7. Planning and/or Inspections Items

- 7.A. Consideration of Approval of Demolition of Structure at 207 Caddell St. in Accordance of Minimum Housing Standards.

[MinimumHousingStandards-207CaddellSt..pdf](#)

- 7.B. CASE TA-16-02: Consideration of approval of proposed text amendments to Chapter 5 – Building Design Standards, Chapter – Parking & Driveways, and Chapter 15 – Administration of the Wake Forest Unified Development Ordinance.

[UDO amendments - TA-16-02.pdf](#)

[TA-16-02-UDOAmdmentsChap5,9,15.pdf](#)

8. Administration and Financial Items

9. Public Services Items

10. Parks and Recreation Items

11. Public Safety Items

12. Other Business

- 12.A. Department Monthly Report

[monthly report.pdf](#)

- 12.B. Closed Session. N.C.G.S. 143-318.11 (5) Consultation with Attorney re: Land Acquisition.

13. Adjournment