



**Wake Forest Board of Commissioners**  
**Meeting Agenda**  
**August 20, 2024 at 6:00 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 ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Terry Savary](#) at 919-435-9432 as soon as possible, but no less than 48 hours before the scheduled event.

**Cable & Online Broadcast of Board of Commissioners Meetings**

All [Board of Commissioners](#) (BOC) meetings are broadcast live on [WFTV 10](#) beginning at 6 p.m. Meetings are also streamed online on the [Public Meetings Portal](#) on the [Town of Wake Forest website](#). Archived meeting videos are also provided and available for one year after the original air date.

**Meeting Agendas**

The BOC meeting agenda is available to be viewed and downloaded by noon on the Friday 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 919-435-9432. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

**Public Hearings**

When an agenda item is denoted as a [Public Hearing](#), persons attending shall be permitted to address the BOC regarding the item under consideration. Anyone wishing to address the BOC concerning a public hearing item should complete and submit the BOC Public Comment Form on the [Town website](#). Proponents and opponents shall each be given three 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 three minutes each to express his/her comments, ideas, concerns, expressions, and desires. A designated speaker for a group will be allowed 10 minutes to speak. Only comments on a Public Hearing will be allowed during this time.

**Public Comment**

During the Public Comment period, anyone wishing to address the BOC concerning an issue or topic that is not a public hearing item or an agenda item should complete and submit the BOC Public Comment Form on the [Town website](#). Then, during the Public Comment portion of the meeting, Mayor Jones will recognize you and invite you to the podium at which time you will have three minutes to speak. Thank you for your cooperation.

## **Call to Order**

## **Pledge of Allegiance**

### **1.Approval of Agenda**

### **2.Approval of Minutes**

- 2.A. July 2, 2024 Work Session  
July 16, 2024 Regular Meeting  
[DraftBOCWMinutesJul202402.pdf](#)  
[DraftBOCMinutesJuly202416.pdf](#)

### **3.Presentations**

- 3.A. Proclamation Recognizing September 2, 2024, as Saving Grace Day in the Town of Wake Forest, North Carolina  
[ProclamationSavingGraceDay\\_Aug202420.pdf](#)
- 3.B. Proclamation Recognizing Constitution Week, September 17 - 23, 2024  
[ProclamationConstitutionWeekAug202420.pdf](#)

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

- 4.A. Public Hearing to receive public comment on Proposed Bond Order authorizing \$1,460,000 Parks and Recreation Bonds (Two-Thirds)  
[Two-thirds Bonds Public Hearing\\_Summary.pdf](#)  
[Public Hearing & Adopt Order-Wake Forest 2024 \(Two-Thirds\) \(4871-4021-2693.1\).doc](#)  
[Adopted Bond Order-Wake Forest 2024 \(Two-Thirds\) \(4881-2757-8325.1\).doc](#)
- 4.B. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item 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 3 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.)*

- 5.A. Approval of an Ordinance Amending the Code of Ordinances Chapter 8, Article I, Section 8-1 – Fire Limits  
[Summary - Fire Limits.pdf](#)  
[Attachment A Proposed Chapter 8.pdf](#)  
[Attachment B Adopted Chapter 8.pdf](#)  
[Attachment C 160D-1128.pdf](#)  
[Attachment D Proposed Fire Limits.pdf](#)  
[Attachment E Adopted Primary Limits.pdf](#)  
[DraftOrdinance 2024-XX\\_Amending Chapter 8\\_Buildings&BuildingRegs\\_Aug2024.docx](#)
  
- 5.B. Approval of a Resolution authorizing the Town Manager to execute, on behalf of the Town of Wake Forest, a Design Build Contract (AIA Document 141) for Fire Station 6  
[Agenda Summary Fire Station 6.pdf](#)  
[Attachment A Wake Forest Fire Station #6 DB Contract 7.19.24pdf](#)  
[Attachment B FireStation6 RequestforQualifications.pdf](#)  
[Attachment C Resolution Authorizing the Town Manager to execute on behalf of the Town of Wake Forest the DB Contract for Fire Station 6.docx](#)
  
- 5.C. Approval of The Horse Creek Watershed Study  
[Attachment\\_A\\_07232024\\_Summary.docx](#)  
[Attachment\\_B\\_Watershed\\_Plan\\_Updated.pdf](#)
  
- 5.D. Approval of Resolution to Participate in North Carolina Cooperative Liquid Assets Securities Systems (North Carolina CLASS)  
[NCCLASS Resolution\\_Summary.pdf](#)  
[Resolution 2024-xx\\_NC CLASS.docx](#)  
[NC CLASS - Wake Forest Resolution\(189756991.1\).docx](#)  
[NC CLASS - Wake Forest Joinder Agreement\(189756743.1\).docx](#)  
[NCCLASS\\_Participation\\_Packet.pdf](#)
  
- 5.E. Approval of Advisory Board Ordinance Amendments  
[BOC\\_SummarySheet\\_AdvisoryBoardOrdinanceAmendments\\_8.20.2024.pdf](#)

[2024 Human Relations Council Ordinance\\_Clean Copy\\_Aug202420.doc.pdf](#)  
[2024 Human Relations Council Ordinance Amendment\\_Aug202420.pdf](#)  
[2024 Parks, Recreation & Cultural Resources Ordinance\\_Clean Copy\\_Aug202420.pdf](#)  
[2024 Parks, Recreation & Cultural Resources Ordinance Amendment\\_Aug202420.pdf](#)  
[2024 Public Art Commission Ordinance\\_Clean Copy\\_Aug202420.pdf](#)  
[2024 Public Art Commission Ordinance Amendment\\_Aug202420.pdf](#)  
[2024 Technology Advisory Board Ordinance\\_Clean Copy\\_Aug202420.pdf](#)  
[2024 Technology Advisory Board Ordinance Amendment\\_Aug202420.pdf](#)  
[2024 Urban Forestry Board Ordinance\\_Clean Copy\\_Aug202420.pdf](#)  
[2024 Urban Forestry Board Ordinance Amendment\\_Aug202420.pdf](#)

## **6.Legislative Items**

## **7.Planning Items**

## **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 Reports  
[July 2024 Monthly Report.pdf](#)

12.B. Wake County Tax Release

12.C. Strategic Plan Quarterly Tracker  
[Strategic Plan\\_08\\_08\\_2024.pdf](#)

12.D. CIP Project Tracker  
[CIP Project Tracker Q4\\_FY2023-2024.pdf](#)

12.E. Commissioner Reports

## **13.Adjournment**