



Wake Forest Board of Commissioners Work Session
Meeting Agenda
December 03, 2024 at 6:00 PM

1. Presentations

- 1.1. Go Wake Forest Progress Report
[Agenda Summary](#)
- 1.2. Presentation of CPA-24-03, Draft Wake County Multi-Jurisdictional Hazard Mitigation Plan
[Agenda Summary](#)
[Staff Report](#)
[Attachment A - Application](#)
- 1.3. Presentation of a Resolution to Support Development of the S-Line Rail Corridor and to Provide Local Funding to Match a Federal Grant Opportunity for Mobility Hub Design and Project Development Activities
[Agenda Summary.pdf](#)
[Resolution.doc](#)

2. Discussion of Monthly Financial Report

- 2.1. Discussion of October Monthly Financial Summaries
[Monthly Financial Report_summary.pdf](#)
[October 31, 2024 Financial Summaries.pdf](#)

3. Review of Draft Agenda for Upcoming Regular Meeting

- 3.1. Review of Draft Agenda for Upcoming Regular Meeting
[Draft BOC Agenda_Dec202417.pdf](#)

4. Other Business

5. Commissioner Reports

6. Adjournment



Board of Commissioners Work Session Agenda Item Report

Agenda Item No.: 2024-398-
Submitted by: Brad West
Submitting Department: Planning
Meeting Date: December 3, 2024

SUBJECT

Go Wake Forest Progress Report

Recommendation:

Listen and provide feedback

Item Summary:

ATTACHMENTS

- [Agenda Summary](#)

Agenda Item: Go Wake Forest Progress Report

Summary: In 2008, in partnership with GoRaleigh, Wake Forest established a local bus circulator known as the Wake Forest Loop. The Wake Forest Loop was designed to connect residents to shopping, schools, services, and amenities throughout the community. This service was further enhanced in 2019, when the Town utilized funds from the Community Funding Area Program (CFAP) to add a second loop in the reverse direction of the original loop.

However, after monitoring the Wake Forest Loop's performance over the years, in coordination with regional transit partners, it became apparent that the service was not meeting expectations. Further, as CFAP funding is tied to specific performance metrics, future support for this service became tenuous.

In 2023, after a robust public engagement process, the Town drafted the Wake Forest Public Transit Plan, which sought to explore different alternatives aimed at boosting transit ridership, while maintaining fiscal sustainability. One of these alternatives was a Town-wide microtransit service that completely replaced the Wake Forest Loop fixed-route bus service. Through a Request for Proposals (RFP) process, the Town partnered with Via, a transportation company, who proposed a door-to-door on-demand microtransit pilot program priced comparably to what was being spent on the Wake Forest Loop and ancillary Go Raleigh Access paratransit service.

This pilot program, dubbed Go Wake Forest, officially launched on October 1st, 2024, replacing the Wake Forest Loop bus service and ancillary Go Raleigh Access paratransit service. Since then, transit ridership has significantly increased, far more than was initially anticipated this early on in the pilot program. Though many residents have enjoyed using this service, the high demand has surpassed current capacity, leaving some riders unable to book a vehicle in a timely manner.

To speak more on the success of this pilot program and the future demand challenges it may face, Via will present a progress overview of how Go Wake Forest is performing, how its improving, and what options are available for addressing current and future ridership demand. After this presentation, Town staff will seek direction on how to move forward with the Go Wake Forest service.

Attachments: None



Board of Commissioners Work Session Agenda Item Report

Agenda Item No.: 2024-366-
Submitted by: Antoine Jordan
Submitting Department: Planning
Meeting Date: December 3, 2024

SUBJECT

Presentation of CPA-24-03, Draft Wake County Multi-Jurisdictional Hazard Mitigation Plan

Recommendation:

Recommend the approval or approval with modifications of the proposed Wake County Multi-Jurisdictional Hazard Mitigation Plan as drafted.

Item Summary:

ATTACHMENTS

- [Agenda Summary](#)
- [Staff Report](#)
- [Attachment A - Application](#)

Agenda Item: Presentation of CPA-24-03, Draft Wake County Multi-Jurisdictional Hazard Mitigation Plan

Summary: Wake County Emergency Management, in collaboration with all twelve Wake County municipalities and ESP Associates, Inc., has conducted a five-year update to the Wake County Multi-Jurisdictional Hazard Mitigation Plan, as mandated by the Federal Emergency Management Agency (FEMA). The updated Plan has received approval from FEMA.

A Public Comment Session was held at the November 12, 2024, Planning Board meeting. The Planning Board voted 7-0 to recommend approval to update the 2024 Wake County Multi-Jurisdictional Hazard Mitigation Plan.

Attachments: Staff Report



Staff Report

CPA-24-03: Wake County Multi-Jurisdictional Hazard Mitigation Plan

Meeting Date	December 3, 2024
Requested Actions	Presentation of CPA-24-03, Draft Wake County Multi-Jurisdictional Hazard Mitigation Plan
Case Manager	Antione Jordan, Planner I
Planning Board Recommendation	The Planning Board, at their November 12, 2024 meeting, recommended 7-0 to approve the Comprehensive Plan Amendment.

PUBLIC MEETINGS

Public Comment Session	Public Hearing
11/12/2024	12/17/2024

CASE INFORMATION

Applicant	Town of Wake Forest 301 S. Brooks St Wake Forest, NC
<i>See Attachment A for copy of the Application.</i>	

CASE SUMMARY

The federal Disaster Mitigation Act of 2000 requires all local municipalities to have a hazard mitigation plan in order to be eligible for federal mitigation grant funds, including in the wake of a disaster.

In an effort to improve local coordination and reduce the number of separate hazard mitigation plans, Wake County has drafted a county-wide Hazard Mitigation Plan, which covers multiple municipalities, including Wake Forest, and updates the previously adopted 2019 Wake County Hazard Mitigation Plan. The 2024 Plan analyzes potential hazards within the County and proposes various strategies for each community aimed at mitigating the potential impacts of these hazards, if they were to occur. The Plan was developed jointly by the Hazard Mitigation Planning Committee to ensure Wake County, and its municipalities, remain eligible for federal disaster assistance, including Federal Emergency Management Agency (FEMA)'s grant programs.

The updated Plan has received approval from FEMA. Each participating jurisdiction will adopt the Plan in accordance with standard local procedures.

STAFF RECOMMENDATION

Staff recommends approval of the Wake County Multi-Jurisdictional Hazard Mitigation Plan as drafted ([Exhibit 1](#)).

ATTACHMENTS

Attachment A: Application
Attachment B (link): [Draft Wake County Multi-Jurisdictional Hazard Mitigation Plan](#)

EXHIBITS

Exhibit 1 (link): [Draft Wake County Multi-Jurisdictional Hazard Mitigation Plan](#)



Comprehensive Plan Amendment Application

(Comprehensive Plan Amendment Workflow)

Town of Wake Forest, NC

301 S. Brooks St.

Wake Forest, NC 27587-2932

TEL (919) 435-9510 | FAX (919) 435-9539

Project Overview

#1515505

Project Title: Wake County Multi-Jurisdictional Hazard Mitigation Plan
Jurisdiction: Town of Wake Forest (Wake County)

Application Type: Comprehensive Plan Amendment

State: NC

Workflow: Comprehensive Plan Amendment

County: Wake

Confirmation Checklist Items Submitted

A submittal checklist is available to view additional documents which are required to be submitted with this application. After answering the application questions, you will be asked to upload the required documents.

[VIEW COMPREHENSIVE PLAN AMENDMENT
SUBMITTAL CHECKLIST](#)

Missing items will result in the application being declined and returned to the applicant to resubmit. A revised and complete application including all missing items must be received or the application will be not be deemed complete and routed for review.

Please confirm that you have reviewed the associated submittal checklist for this permit and that you will submit all documents required on the submittal checklist: Yes

Pre-Application Meeting

Has a pre-application conference been held?: No

*Note: This type of project requires a pre-application conference be completed prior to official submittal. If this has not been completed, please return to the home screen and select **Pre-Application Conference** from the application type drop down list in order to schedule your required meeting.*

Pre-Application Conference Date:

Staff Member Met With:

Pre-application Conference Project Number: N/A

Project Contact - Applicant/Owner

Please enter all project contacts related to your application.

This is an important step to ensure all members of the applicant team receive email notifications associated with the project which may include comments, requested revisions, scheduled meetings or hearings, and final decisions. This also informs Town staff of the team members assigned role with the project.

Project Contact - Applicant

Antione Jordan
Town of Wake Forest
301 S. Brooks Street
Wake Forest, NC 27587
P:9194359510
ajordan@wakeforestnc.gov

Amendment Type

Please provide answers to the questions below. Other application materials specified in the submittal checklist must be uploaded as separate documents. You will have the opportunity to upload documents prior to finalizing and submitting this application.

Plan Being Amended: Wake County Hazard Mitigation Plan **Type of Amendment:** Text

Description of Request:

Update to the Wake County Multi-Jurisdictional Hazard Mitigation Plan



Board of Commissioners Work Session Agenda Item Report

Agenda Item No.: 2024-400-
Submitted by: Brad West
Submitting Department: Planning
Meeting Date: December 3, 2024

SUBJECT

Presentation of a Resolution to Support Development of the S-Line Rail Corridor and to Provide Local Funding to Match a Federal Grant Opportunity for Mobility Hub Design and Project Development Activities

Recommendation:

Approve

Item Summary:

ATTACHMENTS

- [Agenda Summary.pdf](#)
- [Resolution.doc](#)

Agenda Item: Approval of a Resolution to Support Development of the S-Line Rail Corridor and to Provide Local Funding to Match a Federal Grant Opportunity for Mobility Hub Design and Construction Activities

Summary: NCDOT is preparing a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program application for the North Carolina S-Line and Downtown Wake Forest Mobility Hub (Amtrak station).

The NCDOT Integrated Mobility Division's grant application proposes to include final engineering design and initial construction phases of the Town's Mobility Hub. The Town's funding will be shown as local funding match to support the Mobility Hub.

Based on the requirements of the grant program, Wake Forest is required to provide a 20% funding match. Specifically, the Town of Wake Forest would contribute \$3,300,000 to receive \$13,200,000 in federal funding towards final engineering and construction costs related to the Mobility Hub within Downtown Wake Forest, totaling \$16,500,000.

Funds would need to be fully obligated by April 1st, 2028, with increments for engineering design work obligated prior to April 1st, 2028, as to be determined.

Please note: NCDOT, in partnership with the Town, applied for Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant earlier this year. Despite scoring well, NCDOT was not awarded these grant funds. However, the US Department of Transportation has recently invited previous high-scoring applicants to resubmit in a unique opportunity. Approval of this item would allow NCDOT to resubmit their grant application.

Attachments: None

RESOLUTION 2024-XX

RESOLUTION TO SUPPORT DEVELOPMENT OF THE S-LINE RAIL CORRIDOR AND TO PROVIDE LOCAL FUNDING TO MATCH A FEDERAL GRANT OPPORTUNITY FOR MOBILITY HUB DESIGN AND PROJECT DEVELOPMENT ACTIVITIES

WHEREAS, the North Carolina Department of Transportation (NCDOT) has a long tradition of progressing successful passenger and freight rail projects and supporting the development of rail infrastructure; and

WHEREAS, NCDOT has worked with state, regional, and federal partners to develop plans for the federally-designated Southeast Corridor (“S-Line”), a passenger and freight rail network extending from Washington, D.C. through North Carolina to Jacksonville, Fla.; and

WHEREAS, a Record of Decision to develop the Raleigh to Richmond portion of the Southeast Corridor was approved by the Federal Rail Administration (FRA) in March 2017, in accordance with the National Environmental Policy Act; and

WHEREAS, the development of the S-Line corridor supports and promotes economic development in communities along the corridor, including those in rural areas; and

WHEREAS, the developed S-Line would provide greater access to jobs, health care, and education and provide new options for the movement of both goods and people; and

WHEREAS, the developed S-Line would provide efficient and reliable commuting options for communities and businesses along the corridor; and

WHEREAS, NCDOT is working with communities along the S-Line to plan stations, mobility hubs, infrastructure needs, and other land use considerations to prepare for rail service and maximize mobility options in each community; and

WHEREAS, NCDOT and communities along the S-Line corridor are pursuing a federal Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant opportunity to design and construct mobility hubs and associated connections to improve access for residents and visitors; and

WHEREAS, communities participating in the RAISE grant application must provide a local 20% match (\$3,300,000) for their portion of the grant application;

BE IT RESOLVED that the governing body of the Town of Wake Forest hereby authorize to commit \$3,300,000 as the 20% match for the grant and supports further design and construction efforts of the S-Line rail corridor, including mobility hubs and related infrastructure needs.

Duly adopted this 20th day of February 2024.

(ATTEST)

Vivian A. Jones
Mayor

Terry Savary
Town Clerk



Board of Commissioners Work Session Agenda Item Report

Agenda Item No.: 2024-393-

Submitted by: Aileen J. Staples

Submitting Department: Administration

Meeting Date: December 3, 2024

SUBJECT

Discussion of October Monthly Financial Summaries

Recommendation:

Item Summary:

ATTACHMENTS

- [Monthly Financial Report_summary.pdf](#)
- [October 31, 2024 Financial Summaries.pdf](#)

Agenda Item: Monthly Financial Report

Summary: Staff prepares monthly financial reports for each of the respective operating funds for which an annual budget is authorized by the Board of Commissioners. The reports are accompanied by highlights during respective month for each fund.

Attachments: Financial summaries

Town of Wake Forest

October 31, 2024

OVERALL HIGHLIGHTS:

- Ad valorem taxes represent over 50% of the general fund revenues – they are due September 1. Penalties and interest do not accrue until January 2025. Majority of this revenue source comes in towards the end of December and before January 6.
- Typical for General Fund to operate at a deficit first few months of the fiscal year due to timing of property tax collections and receipt of sales tax revenues.
- Guidelines for spending is 33%. There are some departments that exceed that threshold due to blanket purchase orders issued in July and other expenditures paid early in the fiscal year (i.e. workers compensation, property and liability insurance in Risk Management).
- Encumbrances (purchase orders from FY 24, but items not received) have been carried forward and are reflected in the summaries. Respective budgets have also been amended.
- Purchase for resale – power for October is paid in November and not reflected in the attached.
- Effective with FY 2025 is the Stormwater Utility Fund
 - Fees are received with weekly tax collections
- American Rescue Plan Act (ARPA) is a “life to date” (LTD) fund and everything reported is cumulative from the beginning – July 2021.
 - All funds will be encumbered or under contract by December 31, 2024 (first deadline).
 - Second deadline – all funds must be expended by December 31, 2026.

GENERAL FUND
October 31, 2024

Monthly Target Percentage

33.00%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Ad Valorem Taxes	\$ 48,625,135	\$ 9,517,687	-	\$ 39,107,448	19.57%	\$ 7,668,338
Other Taxes	62,500	16,932	-	45,568	27.09%	14,950
Unrestricted Intergovernmental	18,839,490	1,701,785	-	17,137,705	9.03%	1,436,747
Restricted Governmental	2,720,475	1,038,322	-	1,682,153	38.17%	973,524
Permits and Fees	2,761,985	909,065	-	1,852,920	32.91%	1,000,606
Other Revenue	2,276,900	521,548	-	1,755,352	22.91%	501,423
Sales and Services	5,538,100	1,043,235	-	4,494,865	18.84%	1,036,057
Investment Earnings	1,365,500	421,970	-	943,530	30.90%	409,471
Other Financing Sources	6,881,683	-	-	6,881,683	0.00%	38,636
General Fund Total	\$ 89,071,768	15,170,543	-	73,901,225	17.03%	\$ 13,079,753

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
410 Board of Commissioners	\$ 450,200	\$ 219,437	\$ -	\$ 230,763	48.74%	\$ 97,685
412 Legal Services	309,225	78,625	-	230,600	-	107,112
420 Town Manager's Office	1,031,179	315,637	69,084	646,459	37.31%	295,917
421 Town Clerk	281,000	75,904	-	205,096	27.01%	74,308
422 Organizational Performance	580,445	152,983	6,300	421,162	27.44%	138,056
423 Budget Management	339,430	92,710	-	246,720	27.31%	45,935
425 Communications	1,311,315	361,811	134,501	815,002	37.85%	408,306
430 Human Resources	1,319,140	414,441	66,420	838,279	36.45%	380,766
431 Risk Management	515,430	400,636	-	114,794	77.73%	312,878
435 Downtown Development	545,610	148,668	-	396,942	27.25%	167,654
440 Financial Services	1,594,445	407,187	-	1,187,258	25.54%	311,941
445 Information Technology	2,660,440	1,148,747	116,632	1,395,061	47.56%	944,272
480 Inspections	2,425,530	617,144	48,945	1,759,441	27.46%	651,165
490 Planning	4,230,860	945,893	481,195	2,803,772	33.73%	918,467
500 Public Facilities	5,090,994	1,052,155	2,048,667	1,990,173	60.91%	1,120,101
510 Police	18,096,625	4,914,900	1,375,860	11,805,865	34.76%	5,089,961
520 Fire	13,572,320	3,889,790	709,740	8,972,790	33.89%	3,391,022
530 Public Works Administration	305,630	82,743	-	222,887	27.07%	102,916
535 Urban Forestry	632,960	129,820	10,000	493,140	22.09%	157,221
540 Engineering	1,842,758	469,598	60,510	1,312,650	28.77%	456,849
545 Stormwater Management	-	-	-	-	0.00%	149,242
550 Fleet Maintenance	701,625	188,254	8,597	504,774	28.06%	191,706
560 Streets	4,374,905	941,155	126,472	3,307,278	24.40%	910,940
580 Solid Waste	6,554,365	1,154,305	98,644	5,301,416	19.12%	1,042,099
620 Parks and Recreation	7,110,117	1,685,196	1,019,757	4,405,163	38.04%	1,574,925
999 Transfers	13,195,220	3,283,431	-	9,911,789	24.88%	2,667,216
General Fund Total	\$ 89,071,768	23,171,170	6,381,323	59,519,275	33.18%	\$ 21,708,659

General Fund - Net Gain (Loss)

\$ (8,000,626)

\$ (8,628,906)

Debt Service Fund
October 31, 2024

Monthly Target Percentage

33.00%

Department	Amended Budget	YTD Actual	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES					
Restricted Governmental	\$ 1,505,600	859,892	645,708	57.11%	677,250
Permits and Fees	596,085	221,485	374,600	37.16%	209,971
Investment Earnings	8,000	34,012	(26,012)	425.15%	5,840
Other Financing Sources	9,015,815	2,237,704	6,778,111	24.82%	2,004,592
General Fund Total	\$ 11,125,500	3,353,093	7,772,407	30.14%	\$ 2,897,654

Department	Amended Budget	YTD Actual	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES					
440 Financial Services	\$ 1,173,105	\$ 768	\$ 1,172,337	\$ -	\$ -
445 Information Technology	621,895	320,882	301,013	51.60%	196,009
480 Building Inspections	20,580	6,762	13,818	32.86%	47,397
490 Planning	26,120	6,762	19,358	25.89%	-
500 Public Facilities	304,515	156,282	148,233	51.32%	335,006
510 Police	640,215	378,606	261,609	59.14%	342,891
520 Fire	2,306,235	134,543	2,171,692	5.83%	134,543
535 Urban Forestry Division	4,280	4,273	7	99.84%	4,273
540 Engineering	16,360	4,654	11,706	28.45%	-
550 Fleet Maintenance	12,155	4,273	7,882	0.00%	4,273
560 Streets	1,743,055	228,193	1,514,862	13.09%	176,743
570 Powell Bill	2,059,045	-	2,059,045	0.00%	-
580 Solid Waste	338,650	91,070	247,580	26.89%	26,360
620 Parks and Recreation	1,859,290	183,992	1,675,298	9.90%	184,321
General Fund Total	\$ 11,125,500	1,521,059	9,604,441	13.67%	\$ 1,451,817

Debt Service Fund - Net Gain (Loss)

\$ 1,832,034

\$ 1,445,837

DMSD Special Revenue Fund
October 31, 2024

Monthly Target Percentage

33.00%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Ad Valorem Taxes	\$ 203,850	\$ 44,932	-	\$ 158,918	22.04%	\$ 25,249
Investment Earnings	21,500	7,231	-	14,269	33.63%	6,111
Other Financing Sources	-	-	-	-	0.00%	-
DMSD Special Revenue Fund Total	\$ 225,350	52,163	-	173,187	23.15%	\$ 31,360

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
Transfers In (Out)	\$ 225,350	\$ -	\$ -	\$ 225,350	0.00%	\$ -
DMSD Special Revenue Fund Total	\$ 225,350	-	-	225,350	0.00%	\$ -

Downtown District - Net Gain (Loss)

52,163

31,360

Wake Forest Renaissance Centre
October 31, 2024

Monthly Target Percentage

33.00%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Sales and Services	\$ 233,100	\$ 35,784	\$ -	\$ 197,316	15.35%	\$ 41,674
Other Revenue	185,605	50,014	-	135,591	26.95%	37,573
Other Financing Sources	984,045	199,388	-	784,658	20.26%	241,262
WFRC Fund Total	\$ 1,402,750	285,185	-	1,117,565	20.33%	\$ 320,508

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
626 Wake Forest Renaissance Centre	\$ 1,402,750	\$ 396,677	\$ 123,509	\$ 882,565	37.08%	\$ 317,951
WFRC Fund Total	\$ 1,402,750	396,677	123,509	882,565	37.08%	\$ 317,951

WFRC Fund - Net Gain (Loss) **\$ (111,492)** **\$ 2,557**

Wake Forest Business and Industry Partnership Fund (BIP)
October 31, 2024

Monthly Target Percentage

33.00%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Sales and Services	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
Other Revenue	15,000	6,262	-	8,738	0.00%	4,211
Other Financing Sources	573,500	124,500	-	449,000	21.71%	158,400
WFRC Fund Total	\$ 588,500	130,762	-	457,738	22.22%	\$ 162,611

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
415 Economic Development	\$ 588,500	\$ 143,827	\$ -	\$ 444,673	24.44%	\$ 89,276
WFRC Fund Total	\$ 588,500	143,827	-	444,673	24.44%	\$ 89,276

WFBIP Fund - Net Gain (Loss) **\$ (13,065)** **\$ 73,336**

WAKE FOREST POWER (ELECTRIC FUND)
October 31, 2024

Monthly Target Percentage

33.00%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Charges for Services	\$ 23,918,460	\$ 9,350,835	-	\$ 14,567,625	39.09%	\$ 8,806,313
Sales Tax - Utility	1,622,720	650,909	-	971,811	40.11%	612,727
Other Revenue	380,000	293,319	-	86,681	77.19%	61,762
Investment Earnings	54,320	18,830	-	35,490	34.67%	16,497
Other Financing Sources	100,000	-	-	100,000	0.00%	28,892
Electric Fund Total	\$ 26,075,500	10,313,893	-	15,761,607	39.55%	\$ 9,526,190

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
840 Electric - Billing & Collections	\$ 898,365	\$ 247,731	\$ -	\$ 650,634	27.58%	\$ 177,456
850 Electric - Operations	\$ 24,774,985	8,770,237	4,386,146	11,618,602	53.10%	8,598,039
860 Electric - Tree Trimming	402,150	102,134	1,586	298,430	25.79%	97,381
Electric Fund Total	\$ 26,075,500	9,120,102	4,387,732	12,567,666	51.80%	\$ 8,872,876

Electric Fund - Net Gain (Loss)

1,193,791

653,314

STORMWATER UTILITY FUND
October 31, 2024

Monthly Target Percentage

33.00%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Charges for Services	\$ 2,325,000	\$ 657,019	-	\$ 1,667,981	28.26%	\$ -
Other Revenue	-	-	-	-	0.00%	-
Investment Earnings	-	-	-	-	0.00%	-
Other Financing Sources	-	-	-	-	0.00%	-
Stormwater Utility Fund	\$ 2,325,000	657,019	-	1,667,981	28.26%	\$ -

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
545 - Stormwater Management	\$ 2,325,000	\$ 106,785	\$ 7,508	\$ 2,210,707	4.92%	\$ -
Stormwater Utility Fund	\$ 2,325,000	106,785	7,508	2,210,707	4.92%	\$ -

Stormwater Utility Fund - Net Gain/(Loss) **550,234** **-**

AMERICAN RESCUE PLAN ACT (ARPA)
10/31/2024 (Cumulative - Life to Date)

Monthly Target Percentage

N/A

							N/A
Department	Amended Budget	LTD Actual	Encumbrances	Remaining Budget	% Budget Used	PY YTD Actuals	
REVENUES							
Restricted Governmental	\$ 14,541,000	14,541,846	-	(846)	100.01%	-	
Investment Earnings	1,025,430	965,475	-	59,955	0.00%	-	
Other Financing Sources	-	-	-	-	0.00%	-	
General Fund Total	\$ 15,566,430	15,507,321	-	59,109	99.62%	\$ -	
Department	Amended Budget	LTD Actual	Encumbrances	Remaining Budget	% Budget Used	PY YTD Actuals	
EXPENDITURES							
445 Information Technology	\$ 1,030,000	\$ 759,809	\$ 3,365	\$ 266,826	74.09%	\$ -	
525 Public Safety (ARPA)	3,220,840	1,284,047	1,936,784	9	100.00%	-	
540 Engineering	6,770,000	1,700,800	2,149,900	2,919,299	56.88%	-	
638 Other Improvements	4,545,590	3,291,768	619,659	634,164	86.05%	-	
General Fund Total	\$ 15,566,430	7,036,424	4,709,708	3,820,298	75.46%	\$ -	
ARPA Fund - Net Gain (Loss)		\$ 8,470,896				\$ -	



Board of Commissioners Work Session Agenda Item Report

Agenda Item No.: 2024-342-

Submitted by: Terry Savary

Submitting Department: Administration

Meeting Date: December 3, 2024

SUBJECT

Review of Draft Agenda for Upcoming Regular Meeting

Recommendation:

Item Summary:

ATTACHMENTS

- [Draft BOC Agenda_Dec202417.pdf](#)



Wake Forest Board of Commissioners

Draft Meeting Agenda

December 17, 2024 at 6:00 PM

All items listed are for discussion and possible action.

Call to Order

Pledge of Allegiance

1.Approval of Agenda

2.Approval of Minutes

- 2.A. November 5, 2024 Work Session
November 19, 2024 Regular Meeting

3.Presentations

4.Public hearings / Public Comment

- 4.A. Public Hearing to receive public comment on the five (5) year Capital Improvements Plan (CIP) for FY 2025-2030
- 4.B. Public Hearing on LEGISLATIVE CASE TA-24-01, Unified Development Ordinance (UDO) Comprehensive Update
- 4.C. Public Hearing for a request by Kelsey A. Kemp and Matthew J. Bruehl to designate their property, the Dr. Charles Brewer House at 327 N. Main Street, as a Wake Forest Local Historic Landmark. HPC Case Number LL 24-01.
- 4.D. 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 the Contract for the Construction of the Crenshaw Stormwater Improvements (Bank Stabilization and Outfall Repair)
- 5.B. Approval of a Resolution to Accept Streets into the Town of Wake Forest Street System for Maintenance
- 5.C. Approval of Budget Ordinance Amendment # 1 for fiscal year 2024-2025
- 5.D. Approval of Appointment to Citizen Advisory Board

6.Legislative Items

- 6.A. Consideration of Amending the Code of Ordinances Chapter 30 - Traffic and Vehicles; Article VI. - Traffic Schedules Sec. 30-241. - Schedule I, parking prohibited at all times.
- 6.B. Consideration of a Request by Kelsey A. Kemp and Matthew J. Bruehl to Designate their Building and Lot, known as the Dr. Charles Brewer House, 327 N. Main Street, Wake Forest, NC, as a Wake Forest Local Historic Landmark, HPC Case Number LL 24-01

7.Planning Items

- 7.A. Consideration of a Request by Kelsey A. Kemp and Matthew J. Bruehl to Designate their Building and Lot, known as the Dr. Charles Brewer House, 327 N. Main Street, Wake Forest, NC, as a Wake Forest Local Historic Landmark, HPC Case Number LL 24-01
- 7.B. Consideration of LEGISLATIVE CASE TA-24-01, Unified Development Ordinance (UDO) Comprehensive Update

8.Administration and Financial Items

- 8.A. Approval of a Resolution for the Multi-Modal Transportation Impact Fee

9.Public Services Items

10.Parks and Recreation Items

11.Public Safety Items

12.Other Business

- 12.A. Wake County Tax Release
- 12.B. Department Monthly Report
- 12.C. Commissioner Reports

13.Adjournment