



Wake Forest Board of Commissioners Work Session

Meeting Agenda

January 6, 2026 – 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 the office of ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Evelyn Wright](#) at 919-435-9432 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 [WFTV 10](#) beginning at 6 p.m. Meetings are also aired 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 [Board of Commissioners](#) 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 Deputy 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 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 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. Only comments on a Public Hearing will be allowed during this time.

Public Comment

During the Public Comment period, anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item should complete and submit the Board of Commissioner 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.

1. Presentations

- 1.1 Discussion of Pate Property Conservation Easement
[Pate Property Talking Points.pdf](#)
[2025-02-17 Harris - Design and Land Use Commitments Exhibit.pdf](#)
[Ordinance 2025-01.pdf](#)
- 1.2 Ordinance amending Chapter 30, Article III Section 30-1, and 30-90 thru 30-92 focused on motorized scooter, electric bicycles and electric assisted bicycles, pedestrian right-of-way and requirements for helmets.
[Summary_Chapter_30_Article_III_Section_30-1_30-90_thru_30-92.pdf](#)
[Attachment_A_Ordinance_2022_XX_Chapter_30_Article_III_Section_30-90_thru_30-92.docx](#)
[Town_of_Wake_Forest_Scooter_Ordinance_Proposal.pptx](#)
[Sec._30_90._Motorized_scooters_prohibited._revised_Final_DRAFT.docx](#)
- 1.3 Discussion of Updated Capital Improvements Plan for FY 2026-2031
[Discussion of 2026-2031 CIP Update_summary.pdf](#)
- 1.4 Ordinance amending Chapter 30, Article IV Section 30-131 focused on handicapped parking spaces.
[Attachment_B_Ordinance_2026_XX_Chapter_30_Article_IV_Section_30-131.docx](#)
[Attachment_A_Summary_Chapter_30_Article_IV_Section_30-131.pdf](#)
[Sec._30_131._Handicapped_parking_spaces_revised_Final_DRAFT.docx](#)
- 1.5 Ordinance Amending Chapter 30; Article VI. Traffic Schedules; SEC. 30-216 Schedule XVII Of the Code of Ordinances for the Town of Wake Forest
[Attachment_A_Summary_NC98_Spd_Lmt.docx](#)
[Attachment_B_Ordinance_NC98_Spd_Lmt.docx](#)
[Attachment_C_NC-98_55 mph_Municipal Agreement.pdf](#)
- 1.6 Introduction of 2026 Municipal Service District Extension
[Agenda Summary - Introduction of 2026 Municipal Service District Extension.pdf](#)
[2026 Municipal Service District Expansion WS Report.pdf](#)
[Attachment A - Existing and Proposed Municipal Service District Map.pdf](#)
[Attachment B - MSD Expansion Property List.pdf](#)
[Attachment C - NCGS Chapter 160A “ Article 23.pdf](#)
[Attachment D - Town of WF MSD Analysis & Case Studies.pdf](#)

2. Discussion of Monthly Financial Report

- 2.1 Discussion of November Financial Summaries
[Monthly Financial Report_summary.pdf](#)
[November 30, 2025 Financial Summaries.pdf](#)

3. Review of Draft Agenda for Upcoming Regular Meeting

- 3.1 Draft Agenda for January 20, 2026
[Draft Agenda January 202620](#)

4. Other Business

4.1 Resolution to Adopt Board Vacancy Appointment Process
[BOC_Vacant_Seat_-_Resolution_and_Exhibit_01.06.2026.pdf](#)

5. Commissioner Reports

5.1 Closed Session: N.C.G.S 143-318.11(5)

6. Adjournment