



**Wake Forest Board of Commissioners  
Meeting Agenda  
June 16, 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, The Mayor 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 BOC Work Session Minutes for May 5, 2026 and BOC Regular Meeting Minutes for May 19, 2026  
[DRAFT BOCWSMinutes\\_May202605.pdf](#)  
[DraftBOCMinutes\\_May202619.pdf](#)

### **3. Presentations**

- 3.A Resolution Recognizing Sergeant Cashwell on his Retirement  
[Cashwell Resolution of Appreciation for Services.docx](#)  
[Cashwell Summary appreciation of services.docx](#)
- 3.B Proclamation Recognizing July as Park and Recreation Month  
[Proclamation Recognizing July as Park and Recreation Month 2026.pdf](#)

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

- 4.A 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 Resolution Amending Check and Purchase Order Signing Procedures  
[Check and PO Signing\\_Summary.pdf](#)  
[resolution 2026 - amending check and purchase order signing procedures.docx](#)
- 5.B Approval of resolution authorizing Wake County Tax Administrator to Levy and Collect Property Taxes and Stormwater Fees for FY 2026-2027 for the Town of Wake Forest

[Wake County Rev Collection\\_summary.pdf](#)  
[Resolution 2026-xx authorizing wake co tax admin to levy and collect taxes 2026-2027.docx](#)

- 5.C Approval of resolution authorizing Franklin County Tax Administrator to Levy and Collect Property Taxes for FY 2026-2027 for the Town of Wake Forest  
[Franklin County Rev Collection\\_summary.pdf](#)  
[Resolution 2026-xx authorizing franklin co tax admin to levy and collect taxes 2026-2027.docx](#)
- 5.D Approval of Budget Ordinance # 6 for FY 2025-2026 - FINAL  
[Final Budget Ordinance Amendment\\_summary.pdf](#)
- 5.E Approval of a Resolution to Surplus the Badge and Service Weapon Carried by Sergeant Cashwell  
[Cashwell Resolution Badge and Weapon.docx](#)  
[Cashwell Summary badge and weapon surplus.docx](#)
- 5.F Approval of a Resolution to Accept Streets into the Town of Wake Forest Street System for Maintenance.  
[Attachment\\_A\\_summary\\_06.2026\\_Accept\\_Streets.docx](#)  
[Attachment\\_B\\_Resolution\\_\\_Accept\\_Streets.docx](#)  
[Attachment\\_C\\_Powell\\_Bill\\_2026.pdf](#)
- 5.G Approval of Transportation (Multimodal Transportation Facility Fee) Capital Reserve Fund Ordinance  
[Transportation Capital Reserve Fund\\_summary.pdf](#)  
[2026 - xx Transportation \(Multimodal Transportation Facility Fee\) Capital Reserve Fund \(730\).docx](#)  
[resolution\\_2024-78\\_mmtif\\_impact\\_fees6\\_12.17.2024\\_1\\_dec202417.pdf](#)
- 5.H Approval of a resolution to schedule the public hearing and certify the sufficiency for a petition requesting contiguous annexation submitted by property owners, Donald Lee Eddins, John Barry Eddins, and Brenda Gail Eddins Denton, located at 3832 Rogers Road being Wake County PIN 1749-88-4789 being approximately 2.97 acres.  
[BOC Agenda Summary.pdf](#)  
[Attachment A - Legal Description AN-25-04.pdf](#)  
[Attachment B - Annexation Map AN 25-04.pdf](#)  
[Attachment C - Contiguous Annexation Petition AN-25-04.pdf](#)  
[CERTIFICATE OF SUFFICIENCY .docx](#)  
[DRAFT PUBLIC HEARING RESOLUTION.docx](#)
- 5.I Proposed new Ordinance Chapter 30, Article III Section 30-94 focused on impoundment of electric bicycles and micromobility devices.  
[Summary\\_Chapter\\_30\\_Article\\_III\\_Section\\_30-94.pdf](#)  
[Attachment\\_A\\_Ordinance\\_2026\\_XX\\_Chapter\\_30\\_Article\\_III\\_Section\\_30-94.docx](#)
- 5.J Ordinance amending Chapter 30, Article III Section 30-90 thru 30-93 focused on motorized scooter, electric bicycles and electric assisted bicycles, electric

skateboards, and civil penalties.

[Attachment\\_A\\_Ordinance\\_2026\\_XX\\_Chapter\\_30\\_Article\\_III\\_Section\\_30-90\\_thru\\_30-93.docx](#)

[Summary\\_Chapter\\_30\\_Article\\_III\\_Section\\_30-90\\_thru\\_30-93.pdf](#)

## **6. Legislative Items**

## **7. Planning Items**

## **8. Administration and Financial Items**

8.A Consideration of approval of FY 2026-2027 Budget Ordinance

[FY 2026-2027 Budget Ordinance approval\\_summary.pdf](#)

[2026-xx budget ordinance 2026-2027.docx](#)

[FY27 Proposed Fee Changes.pdf](#)

[Assignment of Classes\\_FY 27.pdf](#)

8.B Authorization to purchase a portion of property necessary to construct future Ligon Mill Road Corridor pursuant to NCGS 160A-240.1, 160A-296 & 136-66.1.

[Summary Ligon Mill Purchase.pdf](#)

[Attachment A Authorization to purchase a portion of property necessary to construct Ligon Mill Road Corridor](#)

## **9. Public Services Items**

## **10.Parks and Recreation Items**

10.A Approval of a Resolution to Accept the 2025-2026 Raleigh/Wake Hospitality Tax Funding

[Resolution - Raleigh - Wake Hospitality Tax Funds.pdf](#)

[Summary Sheet - Raleigh - Wake Hospitality Tax Funds.pdf](#)

[Capital Funding Agreement - TOWF Skate Park - May 2026 - Final.pdf](#)

[Capital Funding Agreement - TOWF JB Flaherty Park Phase II - May 2026.pdf](#)

10.B Consideration of Flaherty Park Tennis Courts and Restrooms Project Construction Contract

[Resolution - Flaherty Park Tennis Courts Project Construction Contract w-BAR Construction.pdf](#)

[Summary Sheet - Flaherty Tennis Court Project Construction Contract.pdf](#)

[2026-06.09 Letter of Recommendation.pdf](#)

## **11.Public Safety Items**

## **12.Other Business**

12.A June Tax Report

[WF-TXREP-JUNE-2026-BOC-MTG.pdf](#)

12.B Department Monthly Reports

[May 2026 Monthly Report DraftÂ \(2\).pdf](#)

12.C Strategic Plan Quarterly Update Q3 FYE2026  
[Strategic Plan Quarterly Update Q3 FYE2026.pdf](#)

12.D Commissioners Report

12.E Closed Session: 143-318.11(6)

### **13. Adjournment**