



**Wake Forest Board of Commissioners
Meeting Agenda
September 15, 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 August 4, 2026 BOC Work Session Minutes and August 18, 2026 BOC Regular Meeting Minutes
[DRAFT BOCWSMinutes_August202604.pdf](#)
[DraftBOCMinutes_August202618.pdf](#)

3. Presentations

- 3.A P.A.N.D.A.S./P.A.N.S. Awareness Proclamation
[Proclamation Recognizing October as PANS-PANDAS Awareness Month.pdf](#)
- 3.B Proclamation Recognizing Constitution Week
[PROCLAMATION Recognizing Constitution Week 2026.pdf](#)
- 3.C Proclamation Recognizing National Hispanic Heritage Month
[PROCLAMATION Recognizing National Hispanic Heritage Month.pdf](#)
[PROCLAMATION Recognizing National Hispanic Heritage Month \(Spanish\).pdf](#)
- 3.D National Senior Center Month
[PROCLAMATION Recognizing September as Senior Center Month.pdf](#)
- 3.E Resolution to Support Arts Are Education
[ProclamationRecognizingArtsEducationMonthSeptember2026.pdf](#)
- 3.F Resolution recognizing Rosemary Pimentel on their retirement from the Town of Wake Forest.
[Rosemary Pimentel Resolution.doc](#)
- 3.G Proclamation recognizing October 2026 as "Community Planning Month"
[Planning_Month_Proclamation_2026_October.docx](#)
[ProclamationRecognizingPlanningMonth2026.pdf](#)

4. Public hearings / Public Comment

- 4.A Public Hearing to receive public input on capital needs for inclusion in the five-year Capital Improvement Plan (CIP) update for FY 2027-2032
[Public Hearing - 2027-2032 CIP Needs - Agenda Summary.pdf](#)
[FY 2027-2028 Budget Calendar.pdf](#)
- 4.B Public Hearing on a contiguous annexation submitted by the property owner, Town of Wake Forest, located at 0 Devon Square Boulevard being Wake County PIN 1841281942 being approximately 8.25 acres.
[BOC Agenda Summary.pdf](#)
[Attachment A - Legal Description AN-26-02.pdf](#)

[Attachment B - Annexation Map AN-26-02.pdf](#)
[Attachment C - Annexation Petition AN-26-02.pdf](#)
[Draft Ordinance.docx](#)

4.C Public Hearing on the Wake Forest Comprehensive Transportation Plan 2026 Amendments

[BOC Agenda Summary 2026 934](#)
[Staff Report - CPA 26-01](#)
[Attachment A - Application CPA 26-01](#)
[Attachment B - Draft Comprehensive Transportation Plan Draft](#)
[Attachment C - Planning Board Recommendation CPA 26-01](#)
[Ordinance CPA 26-01](#)

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 a resolution to schedule the public hearing and certify the sufficiency for a petition requesting contiguous annexation submitted by property owners, South Forest LLC, located at 4925 Unicon Drive being Wake County PIN 1739-51-7399 being approximately 16.38 acres.

[BOC Agenda Summary.pdf](#)
[Attachment A - Legal Description.pdf](#)
[Attachment B - Annexation Map.pdf](#)
[Attachment C - Contiguous Annexation Petition.pdf](#)
[CERTIFICATE OF SUFFICIENCY .docx](#)
[DRAFT PUBLIC HEARING RESOLUTION.docx](#)

5.B Approval of a Resolution to Accept Streets into the Town of Wake Forest Street System for Maintenance.

[Summary_Accept_Streets.docx](#)
[Attachment_A_Resolution__Accept_Streets.docx](#)

5.C Approval of a Resolution for CEI Services for the Wake Forest Reservoir Construction

[Summary_Reservoir_Dam_Improvements_CEI_Contract_2026.docx](#)

[Attachment_A_Resolution_CEI_Services_Wake_Forest_Reservoir.docx](#)
[Attachment_B_Proposed_CEI_Scope_and_Fee.pdf](#)

- 5.D Approval of a Resolution Authorizing the Town Manager to Implement Go Wake Forest Sunday Service and Establish a Performance Benchmark

[Agenda Summary_BoC 2026-952 V3.pdf](#)

[Attachment A - Go Wake Forest Sunday Service Expansion Proposal 2026-952 Resolution](#)

- 5.E Approval of a Resolution authorizing a Municipal Agreement with North Carolina Department of Transportation (NCDOT) for Smith Creek Greenway Phases 2 and 3 (TIP# BL-0188) construction funding through the Locally Administered Projects Program (LAPP).

[Agenda Summary](#)

[Attachment A - NCDOT BL-0188 Municipal Agreement Resolution](#)

6. Legislative Items

7. Planning Items

- 7.A Consideration of a contiguous annexation submitted by the property owner, Town of Wake Forest, located at 0 Devon Square Boulevard being Wake County PIN 1841-28-1942 being approximately 8.25 acres.

- 7.B Consideration of Wake Forest Comprehensive Transportation Plan 2026 Amendments

8. Administration and Financial Items

- 8.A Update on S. Franklin Street through Holding Village

[Summary_S_Franklin_Street_through_Holding_Village.docx](#)

- 8.B Consideration of Resolution Approving Age-Friendly Community Strategic Action Plan

[Agenda Summary_Consideration of Resolution Approving Age-Friendly Community Strategic Action Plan.pdf](#)

[Age-Friendly Community Strategic Action Plan.pdf](#)

[Resolution 2026-XX_Age Friendly Action Plan.docx](#)

- 8.C Event Recommendations for 2027 and Beyond

[Agenda Summary BOC](#)

9. Public Services Items

10.Parks and Recreation Items

11.Public Safety Items

12.Other Business

12.A August Tax Report

[WF-TAX-REP-AUG-2026-BOC-MTG.pdf](#)

12.B Commissioners Report

12.C Monthly Report

[August 2026 Monthly Report .pdf](#)

13. Adjournment