



**Wake Forest Board of Commissioners
Meeting Agenda
March 17, 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 February 3, 2026 and BOC Regular Regular Meeting Minutes February 17, 2026
[DRAFT BOCWSMinutes_February202603.pdf](#)
[DraftBOCMinutes_February202617 .pdf](#)

3. Presentations

- 3.A Proclamation Recognizing Women Veterans Month
[PROCLAMATION Recognizing Women Veterans Month.pdf](#)
- 3.B Age Friendly Community Update
[Summary Sheet_Age Friendly Community Update.docx](#)
- 3.C Sustainability Plan Existing Conditions Presentation
[Sustainability Plan Presentation Agenda Summary](#)
- 3.D Resolution recognizing Officer Lawson on his service to the Town of Wake Forest
[Lawson Resolution of Appreciation for Services.docx](#)
- 3.E Resolution recognizing Captain Matt Perkinson on their retirement from the Town of Wake Forest Police Department.
[Perkinson Resolution of Appreciation for Services.docx](#)
[Perkinson Summary appreciation of services.docx](#)

4. Public hearings / Public Comment

- 4.A Public Hearing on LEGISLATIVE CASE RZ-25-02, 810 & 814 S. Main St. Rezoning, a rezoning filed by filed by Tyler Davis to rezone .46 acres located at 810 S. Main St. and 814 S. Main St., being Wake County Tax PIN(s) 1840381862 and 1840381744, from General Residential 3 (GR3) and Richland Creek Watershed Management Area District (RC-WMA) to Neighborhood Business (NB) and Richland Creek Watershed Management Area District (RC-WMA).
[BOC Agenda Summary RZ-25-02.pdf](#)
[RZ-25-02 Staff Report v2.pdf](#)
[Attachment A_Neighborhood Meeting Information.pdf](#)
[Attachment B_Application.pdf](#)
[Attachment C_Maps.pdf](#)
[Attachment D_Proposed S-line Route.pdf](#)
[Attachment E_US-1 Council of Planning Memorandum of Conformity S Main St.pdf](#)

[Attachment F_Planning Board Recommendation and Plan Consistency Analysis.pdf](#)
[Exhibit 1- Legal Description.pdf](#)
[Exhibit 2- Consistency Statement.pdf](#)
[Ordinance RZ-25-02.docx](#)

- 4.B Public Hearing to receive public comment on the installment financing of Fire Station 6 construction

[Public Hearing Fire Station 6 financing_summary.pdf](#)

[IPA Timetable.pdf](#)

[Public Hearing-Wake Forest 2026 IFA \(Fire Station\) \(4928-8949-6209.1\).doc](#)

- 4.C 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 authorizing installment purchase agreement (FY 26 Equipment and Vehicles)

[FY 26 Equipment and vehicles IPA resolution_summary.pdf](#)

[Analysis of proposals_vehicles and equip.pdf](#)

[Vehicles and Equipment RFP_FY 2025-2026.pdf](#)

[Town of Wake Forest Term Sheet 2026_02_27_Truist.pdf](#)

[Resolution_Approving_Financing_Terms_Truist_Bank.docx](#)

- 5.B Approval of Budget Ordinance Amendment # 4 - FY 2025-2026

[Budget Ordinance Amendment_summary.pdf](#)

[Budget Ordinance Amendment # 4 FY 2025-2026.pdf](#)

- 5.C Approval of On-Call Engineering Services Contracts

[Summary On Call Engineering](#)

[Attachment B Staff Report On Call Engineering Services](#)

[Attachment C Engineering Services On-Call RFQ & Addendum #1](#)

[Attachment_A___Resolution_to_Award___On-Call_Engineering_Services.docx](#)

- 5.D Resolution recommending the appointment of review officers for the Town of Wake Forest

[Review Officer Agenda Summary 031726.pdf](#)
[RESOLUTION for Review Officer Wake Co. 2026.docx](#)

- 5.E Approval of Appointment to Citizen Advisory Boards
[RESOLUTION2026-XXX_Adv_Board_Appts-TAB -Ex Officio.pdf](#)
- 5.F Approval of a Resolution to surplus the badge and service weapon carried by Officer Michael Lawson
[Lawson Resolution Badge and Weapon.docx](#)
- 5.G Authorization to purchase a portion of property located at 203 N. Brooks St. pursuant to N.C.G.S. 160D-1312 and 160D-1315.
[Summary 203 N Brooks.pdf](#)
[Attachment B Town of WF Recombination Survey](#)
[Attachment_A_203_N_Brooks_Resolution \(3\).docx](#)
- 5.H Approval of a Resolution to Endorse Ailey Young House and Northeast Gateway Park Vision Plan
[Summary Ailey Young House North East Gateway Park Vision Plan.pdf](#)
[Attachment A - Ailey Young House Northeast Gateway Park Vision Plan.pdf](#)
[Resolution.docx](#)
- 5.I Approval of a Resolution to surplus the badge and service weapon carried by Captain Perkinson
[Perkinson_Summary_badge_and_weapon_surplus.pdf](#)
[Perkinson_Resolution_Badge_and_Weapon.pdf](#)

6. Legislative Items

7. Planning Items

- 7.A Consideration of LEGISLATIVE CASE RZ-25-02, 810 & 814 S. Main St. Rezoning, a rezoning filed by filed by Tyler Davis to rezone .46 acres located at 810 S. Main St. and 814 S. Main St., being Wake County Tax PIN(s) 1840381862 and 1840381744, from General Residential 3 (GR3) and Richland Creek Watershed Management Area District (RC-WMA) to Neighborhood Business (NB) and Richland Creek Watershed Management Area District (RC-WMA).

8. Administration and Financial Items

- 8.A Consideration of approval of Amended Grant Policy & Procedures
[3.17.26 Grant Policy & Procedures Summary.pdf](#)
[3.17.26 Grant Policy & Procedures.pdf](#)
[3.17.26 Grant Policy & Procedures Resolution.docx](#)

9. Public Services Items

10.Parks and Recreation Items

11.Public Safety Items

12.Other Business

12.A Department Monthly Reports

[REVISED January 2026 Monthly Report.pdf](#)
[February 2026 Monthly Report.pdf](#)

12.B March Tax Report

[WAKE FOREST-TXREP-MARCH-2026-BOC-MTG.pdf](#)

12.C Commissioners Report

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

13.Adjournment