



**Wake Forest Board of Commissioners Work Session
Meeting Agenda
June 2, 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.

1. Presentations

- 1.1 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.

[Summary_Chapter_30_Article_III_Section_30-90_thru_30-93.pdf](#)

[Attachment_A_Ordinance_2026_XX_Chapter_30_Article_III_Section_30-90_thru_30-93.docx](#)

- 1.2 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](#)

- 1.3 Discussion of FY 2026-2027 Proposed Annual Operating Budget

[Discussion of 2026-2027 Annual Operating Budget_summary.pdf](#)

2. Discussion of Monthly Financial Report

- 2.1 Discussion of April Financial Summaries

[Monthly Financial Report_summary.pdf](#)

[April 30, 2026 Financial Summaries.pdf](#)

3. Review of Draft Agenda for Upcoming Regular Meeting

- 3.1 Draft Agenda for BOC Regular Meeting June 16, 2026

[Draft Agenda June 16, 2026.pdf](#)

4. Other Business

- 4.1 Discussion of BOC Vacant Seat

5. Commissioner Reports

- 5.1 Closed Session: 143-318.11(3)

6. Adjournment



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2026-878-

Submitted by: David Zick, Public Safety

Submitting Department: Public Safety

Meeting Date: June 2, 2026

Subject

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.

Recommendation:

Provide feedback on suggested changes. Voting meeting 6/16.

item Summary:

ATTACHMENTS:

- [Summary_Chapter_30_Article_III_Section_30-90_thru_30-93.pdf](#)
- [Attachment_A_Ordinance_2026_XX_Chapter_30_Article_III_Section_30-90_thru_30-93.docx](#)

Consideration of an Ordinance Amending the Code of Ordinances Chapter 30, Article III, Section 30-90 Thru 30-93 – Motorized Scooters, Electric Bicycles, Electric Assisted Bicycles, and Electric Skateboards, Pedestrian Right-of-Way On Bicycle, Electric Bicycle, Electric Assisted Bicycle, and Scooter Facilities, and Electric Skateboard, Requirements for Helmets, and Penalty.

Electric Assisted Bicycles, and Scooter Facilities

Item Summary:

The current Motorized Scooter Ordinance was adopted January 20, 2026. Updates will be presented to Chapter 30, Article III, Section 30-90 thru 30-93 – Motorized Scooters, Electric Bicycles, Electric Assisted Bicycles, and Pedestrian Right-of-way on Bicycles, Electric Bicycle, Electric Assisted Bicycles, and Scooter Facilities, and Electric Skateboard, Requirements for Helmets, and Penalty of the Code of Ordinances for the Town of Wake Forest, North Carolina provide clarity, create additional regulations for riders, edit the current ordinance for electric bicycle riders, update enforcement and civil penalties.

Attachment A: Ordinance 2026-XX Chapter 30, Article III, Section 30-90 Thru 30-93 – Motorized Scooters, Electric Bicycles, Electric Assisted Bicycles, and Electric Skateboards, Pedestrian Right-of-Way On Bicycle, Electric Bicycle, Electric Assisted Bicycle, and Scooter Facilities, and Electric Skateboard, Requirements for Helmets, and Penalty.

ORDINANCE 2026-XX

ORDINANCE AMENDING CHAPTER 30, ARTICLE III, SECTION 30-90 THRU 30-93 – Motorized Scooters, Electric Bicycles, Electric Assisted Bicycles, and Electric Skateboards, Pedestrian Right-of-Way On Bicycle, Electric Bicycle, Electric Assisted Bicycle, and Scooter Facilities, and Electric Skateboard, Requirements for Helmets, and Penalty. OF THE CODE OF ORDINANCES FOR THE TOWN OF WAKE FOREST, NORTH CAROLINA

WHEREAS, the current Chapter 30 Article III was last updated in 2026 through Ordinance No. 2026-01, adopted January 20, 2026; and

WHEREAS, previous adoption occurred in 2019 through Ordinance No. 2019-09, adopted January 19, 2019; and

WHEREAS, previous adoption occurred in 2005 through Ordinance No. 2005-53 adopted November 15, 2005; and

WHEREAS, Updates to Chapter 30, Article III Section 30-90 thru 30-93- Motorized Scooters, Electric Bicycles, Electric Assisted Bicycles, and Electric Skateboards, Pedestrian Right-of-Way On Bicycle, Electric Bicycle, Electric Assisted Bicycle, and Scooter Facilities, and Electric Skateboard, Requirements for Helmets, and Penalty of the Code of Ordinances for the Town of Wake Forest, North Carolina edit the previous ordinance to add electric skateboards, add civil penalties, provide clear legal language, make enforcement for law enforcement easier and terminate Resolution 2026-01.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Wake Forest, to amend the Code of Ordinances as follows:

Sec. 30-90. Motorized Scooters, Electric Bicycles, Electric Assisted Bicycles, and Electric Skateboards.

- (a) Definitions. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Shared streets:

All existing public or private street rights-of-way where bicycles share the roadway with motor vehicles unless otherwise prohibited by law.

Shared streets may utilize signs placed on vertical posts or markings stenciled on the pavement.

Motorized scooter:

A device with no more than three 12-inch or smaller diameter wheels that has handlebars, is designed to be stood upon or that is equipped with a seat or saddle for use by the rider, and is powered by an electric or gasoline motor that is capable of propelling the device with or without human propulsion at a speed no greater than 15 miles per hour on a paved level surface.

Electric bicycle:

A bicycle with two or three wheels that is equipped with a seat or saddle for use by the rider, no pedals for human propulsion, and an electric motor of no more than 750 watts, whose maximum speed on a level surface when powered solely by such motor is no greater than 20 miles per hour. Any electric bicycle that travels at a speed of over 20 miles per hour on level ground is defined as either a motorcycle or a moped according to N.C. General Statutes and the driver is responsible for adhering to all N.C. laws regarding the operation of same.

Electric assisted bicycle:

A bicycle with two or three wheels that is equipped with a seat or saddle for use by the rider, fully operable pedals for human propulsion, and an electric motor of no more than 750 watts, whose maximum speed on a level surface when powered solely by such motor is no greater than 20 miles per hour.

Electric skateboard:

A self-balancing, single-wheel or multi-wheeled, battery-powered personal transportation device that is propelled by an electric motor and controlled by the rider shifting body weight.

Micromobility device:

Any of the above-described devices or other similar device designed for personal transportation and capable of being operated on public streets, sidewalks, greenways, or other public ways.

- (b) Operation of motorized scooters, electric bicycles, electric assisted bicycles, and electric skateboards.
 - 1. All motorized scooters, electric bicycles, electric assisted bicycles, and electric skateboards used and operated upon and across shared streets and other designated bicycle facilities within the Town of Wake Forest's jurisdiction shall be considered vehicles and the riders of such motorized scooters shall be subject to all provisions of the Town of Wake Forest Code and Chapter 20 of the North Carolina General Statutes applicable to the driver of vehicles except those which by their nature can have no application.
 - 2. Motorized scooters, electric bicycles, electric assisted bicycles, and electric skateboards are not permitted to operate on sidewalks. Motorized scooters, electric bicycles, electric assisted bicycles, and electric skateboards may operate on shared streets, greenways, parks, multi-use paths, and bicycle lanes. The operator of a motorized scooter, electric bicycle, electric assisted bicycles, and electric skateboards using parks, greenways, or multi-use paths shall comply with all traffic regulations posted along the facility shall stop or otherwise yield the right-of-way before entering or crossing a public street.
 - 3. Motorized scooters, electric bicycles, electric assisted bicycles, and electric skateboards use or operation in Town parks that does not comply with this ordinance or is otherwise detrimental to the health, welfare, or safety of the general public in the opinion of the Town Manager or Designee may result in a suspension from Town parks pursuant to Town Ordinance Section 22-20.
 - 4. A motorized scooter, electric bicycle, or an electric skateboard may not operate on any road with a speed limit over 25 miles per hour.

5. No motorized scooter, electric bicycle, electric assisted bicycle, or electric skateboard shall not exceed a speed of 10 miles per hour while being operated on a greenway, in a park, or on a multi-use path.

Sec. 30-91. Pedestrian Right-of-Way On Bicycle, Electric Bicycle, Electric Assisted Bicycle, Scooter Facilities, And Electric Skateboard.

The operator of a bicycle, electric bicycle, electric assisted bicycle, motorized scooter, and electric skateboard shall at all times yield the right-of-way to pedestrians on and across sidewalks, parks, shared streets, greenways, bicycle lanes, and multi-use paths.

Sec. 30-92. Requirements For Helmets.

With regard to any motorized scooter, electric bicycle, electric assisted bicycle, or electric skateboard used on a public roadway, shared street, greenway, in a park, on a multi-use path, or other public right-of-way: It shall be unlawful for any parent or legal guardian of a person below the age of 16 to knowingly permit that person to operate or be a passenger on motorized scooter, electric bicycle, electric assisted bicycle, or electric skateboard unless at all times when the person is so engaged he or she wears a protective bicycle helmet of good fit fastened securely upon the head with the straps of the helmet.

Sec. 30-93. Penalty.

- (a) Impoundment: The Town Manager, the Manager's designee or any law enforcement officers of the Town may impound any bicycle, electric bicycle, electric assisted bicycle, electric skateboard, motorized scooter, moped, motorcycle or other vehicle operated pursuant to Section 30-94, and to retain possession of same until ownership is established, issue a civil penalty and dispose of the vehicle if ownership is not established and civil citations are not paid within 90 days of issuance; provided that nothing herein contained should be construed to limit the authority of law enforcement officers to take into custody any bicycle, electric bicycle, electric assisted bicycle, electric skateboard, motorized scooter, moped, motorcycle or other vehicle believed to be stolen or used in the commission of a crime separate from this chapter and as permitted by applicable law.
- (b) In addition to impoundment, an owner who knowingly operates or allows to be operated a bicycle, electric bicycle, electric assisted bicycle, electric

skateboard, motorized scooter, moped, motorcycle or other vehicle in violation of this chapter or any Town of Wake Forest town ordinance chapter will be subject to civil citations as follows:

- a. \$100 for first offense cited under this chapter.
 - b. \$200 for second offense cited under this chapter.
 - c. \$500 for third and subsequent offenses cited under this chapter.
- (c) A person cited under this Section, or the parent, guardian, or other person claiming an ownership interest in a bicycle, electric bicycle, electric assisted bicycle, electric skateboard, motorized scooter, moped, motorcycle or other vehicle involved in a citation may request administrative review of the citation and civil penalties in accordance with the procedures described in Sec. 30-94(i)(2).

Adopted and effective this day of 2026.

Ben Clapsaddle
Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn Wright

Town Clerk

Nathan McKinney

Town Attorney



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2026-879-

Submitted by: David Zick, Public Safety

Submitting Department: Public Safety

Meeting Date: June 2, 2026

Subject

Proposed new Ordinance Chapter 30, Article III Section 30-94 focused on impoundment of electric bicycles and micromobility devices.

Recommendation:

Provide feedback on suggested changes. Voting meeting 6/16.

item Summary:

ATTACHMENTS:

- [Summary_Chapter_30_Article_III_Section_30-94.pdf](#)
- [Attachment_A_Ordinance_2026_XX_Chapter_30_Article_III_Section_30-94.docx](#)

Consideration of a Proposed Ordinance Code of Ordinances Chapter 30, Article III, Section 30-94 – Impoundment.

Item Summary:

An ordinance proposal will be presented to Chapter 30, Article III, Section 30-94 Impoundment of the Code of Ordinances for the Town of Wake Forest, North Carolina provide clarity, and give officers the ability to impound electric bicycles and other micromobility devices that are involved in unsafe and reckless driving behaviors.

Attachment A: Ordinance 2026-XX Chapter 30, Article III, Section 30-94 – Impoundment.

ORDINANCE 2026-XX

PROPOSED ORDINANCE CHAPTER 30, ARTICLE III, SECTION 30-94 – IMPOUNDMENT. OF THE CODE OF ORDINANCES FOR THE TOWN OF WAKE FOREST, NORTH CAROLINA

WHEREAS, the Proposed Chapter 30, Article III Section 30-94 Impoundment, of the Code of Ordinances for the Town of Wake Forest, North Carolina provide a new ordinance for impounding electric bicycles and micromobility devices that are used in an unsafe and reckless manner, provide clear legal language, and make enforcement for law enforcement easier.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Wake Forest, to amend the Code of Ordinances as follows:

Sec. 30-94. Impoundment.

(a) Purpose and intent. The purpose of this Article is to promote the safety of minors, pedestrians, bicyclists, motorists, and other users of the public rights-of-way by regulating the unsafe and reckless use of bicycles and micromobility devices by minors. Impoundment under this Article is intended solely as a temporary safety measure and not as a punitive forfeiture of property. Violations of this Article are enforceable by civil penalties as provided herein.

(b) Definitions.

- i. Hearing Officer** means the Wake Forest Town Manager or the Manager's designee.
- ii. Minor** means any person under eighteen (18) years of age.

- iii. **Micromobility device** means Motorized Scooters, Electric Bicycles, Electric Assisted Bicycles, and Electric Skateboards, or other similar device designed for personal transportation and capable of being operated on public streets, sidewalks, greenways, or other public ways.
 - iv. **Unsafe and reckless use** means operation of a micromobility device in a manner that a reasonable person would know creates a substantial and unjustifiable risk of physical injury to any person or significant damage to property, including but not limited to:
 - a. Operating in a lane or on a roadway with a posted speed limit greater than thirty-five (35) miles per hour, where such operation is prohibited by this Code;
 - b. Failing to stop at a steady red traffic signal or stop sign and entering an intersection into the path of approaching traffic;
 - c. Weaving in and out of moving motor vehicle traffic or riding alongside moving motor vehicles in the same lane so as to impede, startle, or closely approach such vehicles;
 - d. Operating at night without lights or reflectors required by state law or this Code;
 - e. Operating without a helmet by an operator less than 16 years old;
 - f. Operating on a sidewalk or greenway at a speed or in a manner that endangers pedestrians, including intentionally riding toward or within close proximity to pedestrians in a threatening or frightening manner;
 - g. Any other conduct specified as “unsafe and reckless use” in a policy duly adopted by the Police Department, approved by the Town of Wake Forest Board of Commissioners and that is consistent with this Article and made available to the public.
 - v. **Parent or guardian** means a parent having legal custody of the minor or a court-appointed guardian.
- (c) **Unsafe and reckless use by minors prohibited.**

1. It shall be unlawful for any minor to engage in unsafe and reckless use of a micromobility device on any public street, sidewalk, greenway, or other public way within the Town.
2. A violation of this section shall subject the parent or guardian of the minor, or other person responsible for the minor, to a civil penalty as set by the Town Board in the Town's schedule of civil penalties. Each separate incident of unsafe and reckless use may be assessed as a separate violation.
3. The assessing officer may issue a civil citation to the minor, the parent or guardian, or both, advising of the violation and the applicable civil penalty. The citation shall describe the conduct constituting the violation and reference the specific subsection of this section alleged to have been violated.
4. Civil penalties imposed under this section shall be payable to the Town within thirty (30) days after service of the citation, unless the penalty is appealed to the Town Manager or designee within 10 days of the citation issue date.

(d) Authority to impound micromobility devices (safety measure).

1. In addition to the civil penalties authorized in Section 3, a law-enforcement officer is authorized to impound a micromobility device operated by a minor when:
 - a. The officer personally observes or has probable cause to believe unsafe and reckless use by the minor in violation of Section 3; and
 - b. The officer reasonably determines that allowing the minor to retain possession of the device at that time would create an ongoing safety risk to the minor or to others; and
 - c. There is record of at least one prior police department warning to the same minor for unsafe and reckless use of a micromobility device by the minor in violation of this ordinance.
2. Impoundment shall consist of taking custody of the micromobility device and transporting it to a Town-designated storage facility or a designated

towing facility until retrieval by a parent or guardian or as otherwise provided in this Article. Nothing in this section authorizes forfeiture of the device.

3. Impoundment under this section is a temporary exercise of the Town's police power to abate a safety hazard and to secure property pending retrieval, and shall not be used as a substitute for civil penalties.

(e) On-scene notice and parental contact. At the time of impoundment, the officer shall:

1. Inform the minor of the reason for the impoundment, citing the specific subsection of Section 30-94(b)(3) believed to have been violated; and
2. Make a reasonable effort to contact a parent or guardian of the minor, using contact information provided by the minor or available to the officer, to advise of the impoundment and retrieval procedures.
3. If a parent or guardian cannot be reached at the time of impoundment, the officer shall proceed with written notice under Section 6.

(f) Written impound notice. The Police Department shall prepare a written impound notice that includes:

1. The date, time, and location of the impoundment.
2. The make, model, and any serial number or identifying marks of the micromobility device, if reasonably ascertainable.
3. The name of the minor and, if known, the parent(s) or guardian(s).
4. The name and badge number of the impounding officer.
5. The specific Code section(s) alleged to have been violated and a description of the unsafe and reckless conduct observed.
6. The location where the device is stored and the days and hours during which it may be retrieved.
7. The amount and basis of any towing and storage charges to be paid upon retrieval, or a statement that such charges may be waived or reduced upon review. The amount and basis of any towing and storage charges to be

paid upon retrieval, and, if a civil penalty has been assessed for the same incident, a statement that payment of towing and storage charges is separate from and does not waive the right to contest any civil penalty by the Town's standard appeal procedures.

8. A statement that the parent or guardian may request administrative review of the impoundment and instructions for making such a request, including applicable deadlines.
9. A copy of the impound notice shall be:
 - A. Provided to the minor at the time of impoundment, when practicable; and
 - B. Mailed or electronically transmitted to the last known address or email address of the parent(s) or guardian(s) within two (2) business days after impoundment.

(g) Retrieval of impounded devices.

1. Subject to subsection (2), an impounded micromobility device shall be released to a parent or guardian upon:
 - A. Presentation of reasonable proof of identity and proof of ownership or lawful possession of the device; and
 - B. Payment of any towing and storage charges authorized by the Town Board and applicable to the impoundment, unless such charges have been waived or reduced pursuant to Section (g).
2. The Police Department or designated department may require the parent or guardian to sign a receipt acknowledging release and agreeing to supervise the minor's future use of the device in accordance with this Article and applicable law.
3. The Town shall not condition retrieval on payment of any civil penalty or fine unrelated to towing or storage.

(h) Administrative review (appeal)

1. A parent, guardian, or other person claiming an ownership interest in an impounded micromobility device may request administrative review of the impoundment and related towing or storage charges.
2. The request must be submitted in writing to the Town Manager or designated hearing officer within ten (10) calendar days after the date of the impound notice.
3. Upon timely request, the hearing officer shall provide an informal hearing, which may be conducted in person or by remote means, within fifteen (15) calendar days when practicable. At the hearing, the officer who ordered the impoundment or a representative of the Police Department may present information supporting the impoundment, and the requesting party may present information contesting the basis for impoundment or the amount of charges.
4. The hearing officer shall issue a written decision within ten (10) calendar days after the hearing, either:
 - A. Upholding the impoundment and associated charges.
 - B. Upholding the impoundment but reducing or waiving some or all charges; or
 - C. Determining that the impoundment did not comply with this Article and ordering the release of the device without charges and refund of any towing or storage charges previously paid.
5. The administrative review process provided in this section is in addition to, and does not limit, any judicial remedies available under state law.

(i) Unclaimed devices.

1. If an impounded micromobility device is not retrieved within sixty (60) calendar days after the date of the impound notice, the device may be treated as abandoned property and disposed of in accordance with applicable state law and Town procedures governing unclaimed property.

2. Prior to disposition, the Town shall make a final attempt to provide notice to the parent or guardian at the address most recently provided, stating the intended disposition date.

(j) Construction; no forfeiture intended.

1. This Article shall be construed to authorize temporary impoundment of micromobility devices only as reasonably necessary to protect public safety and to secure property pending retrieval by a parent or guardian.
2. Nothing in this Article shall be construed to authorize permanent forfeiture of a micromobility device based solely on a violation of this Article.

(k) Abandonment and obstruction of micromobility devices.

1. Abandoned micromobility device defined. For purposes of this section, an “abandoned micromobility device” means any micromobility device, as defined in subsection (b)(3), left in the same location on a public street, sidewalk, greenway, or other public property within the Town for more than seventy-two (72) consecutive hours, or such other period as may be specified in a duly adopted Town policy made available to the public, without evidence of current use.
2. Obstructive placement defined. “Obstructive placement” means placement of a micromobility device in any of the following locations or manners:
 - A. In a manner that blocks or unreasonably interferes with pedestrian passage on a sidewalk, greenway, or other pedestrian path;
 - B. Within a curb ramp, within four (4) feet of the top or bottom of a curb ramp, or otherwise in a manner that blocks access to a curb ramp or marked or unmarked crosswalk;
 - C. In front of or within three (3) feet of a building entrance or exit, driveway, loading zone, fire hydrant, fire department connection, or other designated emergency access point;
 - D. Lying on its side or otherwise placed such that it presents a tripping hazard or prevents safe use of the sidewalk or other public way;
 - E. In any location signed or marked as a “no parking” or “no micromobility device parking” area.

3. Prohibited conduct. It shall be unlawful for any person to:
 - A. Leave or permit a micromobility device to become an abandoned micromobility device on any public street, sidewalk, greenway, or other public property within the Town; or
 - B. Place or leave a micromobility device in obstructive placement as defined in subsection (k)(2).
4. Civil penalties. A violation of this subsection (k) shall subject the owner of the micromobility device, or other person responsible for its placement, to a civil penalty as set by the Town Board in the Town's schedule of civil penalties. Each day that an abandoned micromobility device remains in violation may be assessed as a separate violation.
5. Authority to remove and impound. In addition to civil penalties, the Town Manager, the Manager's designee, or any law-enforcement officer is authorized to remove and impound any micromobility device:
 - A. Found in obstructive placement in violation of subsection (k)(3) when immediate removal is reasonably necessary to protect public safety, maintain pedestrian or vehicular access, or ensure access to curb ramps or emergency facilities; or
 - B. That is an abandoned micromobility device as defined in subsection (k)(1).
6. Tagging prior to removal when practicable. Except where immediate removal is reasonably necessary to prevent injury, protect accessibility, or clear an emergency access route, the Town may first affix a conspicuous tag or notice to a micromobility device believed to be abandoned, advising the owner that the device is subject to removal and impoundment if not relocated within twenty-four (24) hours. Failure to provide such a tag shall not invalidate an otherwise lawful impoundment under subsection (k)(5) where immediate removal is warranted.
7. Notice, storage, and retrieval. Micromobility devices removed under this subsection (k) shall be stored and released in accordance with the written impound notice, retrieval, administrative review, unclaimed-property, and

construction provisions of subsections (f) through (j) of this section. For purposes of subsections (f) through (j), an impoundment under this subsection (k) shall be treated the same as an impoundment based on unsafe and reckless use, except that the written impound notice shall identify the basis for impoundment as abandonment and/or obstructive placement under subsection (k).

8. Relationship to other law. Nothing in this subsection (k) limits the Town's authority to regulate or remove abandoned or junked motor vehicles pursuant to G.S. 160A-303 or 160A-303.2, or under any other applicable section of this Code.

Adopted and effective this day of 2026.

Ben Clapsaddle
Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn Wright

Town Clerk

Nathan McKinney

Town Attorney



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2026-883-

Submitted by: Aileen J. Staples, Administration

Submitting Department: Administration

Meeting Date: June 2, 2026

Subject

Discussion of FY 2026-2027 Proposed Annual Operating Budget

Recommendation:

item Summary:

ATTACHMENTS:

- [Discussion of 2026-2027 Annual Operating Budget_summary.pdf](#)

Discussion of FY 2026-2027 Proposed Annual Operating Budget

Michelle Daniels, Budget and Performance Director, will provide an overview of the proposed budget for the upcoming fiscal year beginning July 1, 2026. Department Directors will be on hand to discuss and answer questions.



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2026-884-

Submitted by: Aileen J. Staples, Administration

Submitting Department: Administration

Meeting Date: June 2, 2026

Subject

Discussion of April Financial Summaries

Recommendation:

item Summary:

ATTACHMENTS:

- [Monthly Financial Report_summary.pdf](#)
- [April 30, 2026 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

April 30, 2026

OVERALL HIGHLIGHTS:

- General Fund total year-to-date revenues are at 80.31% of annual budgeted amounts.
- Current year ad valorem taxes are ahead of prior YTD by \$1.5 million.
- ***Net increase YTD (increase in fund balance) is \$3.1 million.***
 - **This will continue to level out for the remainder of the year.**
 - **Capital purchases and debt services will occur in April-June.**
- Guidelines for spending is 83% across town departments.
- Significant transaction in April – settlement with SchoolDev was recorded. Per accounting standards and direction from auditors, the full \$725,000 has been accrued for FY 26, but payments will be in four (4) installments. Overage in Board of Commissioners (410) is attributed to this transaction and budget amendment is forthcoming in May.
- Purchase for resale – power for April (\$1,182,902) is paid in May and not reflected in the attached.
 - Rate adjustment went into effect September 1 – 3% increase in residential energy charge.
 - Cash position has significantly improved compared to prior year
 - First loan installment will be paid to General Fund in May
- American Rescue Plan Act (ARPA) is a “life to date” (LTD) fund and everything reported is cumulative from the beginning – July 2021.
 - Second deadline – all funds must be spent by December 31, 2026.
 - Ladder truck (\$1,654,000) for Fire Department is onsite, and payment will be made by June.
- Any transfers budgeted in respective funds will be completed (if needed) in the final quarter of the fiscal year (April – June).

GENERAL FUND
April 30, 2026

Monthly Target Percentage

83.30%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Ad Valorem Taxes	\$ 51,065,310	\$ 50,267,961	-	\$ 797,349	98.44%	\$ 48,896,994
Other Taxes	72,500	60,884	-	11,616	83.98%	53,727
Unrestricted Intergovernmental	22,026,645	13,160,062	-	8,866,583	59.75%	12,053,739
Restricted Governmental	3,403,535	2,871,659	-	531,876	84.37%	2,431,423
Permits and Fees	2,685,000	2,272,536	-	412,464	84.64%	2,208,767
Other Revenue	3,234,635	2,166,124	-	1,068,511	66.97%	1,685,354
Sales and Services	5,987,535	3,653,644	-	2,333,891	61.02%	3,764,647
Investment Earnings	985,500	811,525	-	173,975	82.35%	1,153,940
Other Financing Sources	6,949,783	2,167,139	-	4,782,644	31.18%	1,418,019
General Fund Total	\$ 96,410,443	77,431,533	-	18,978,910	80.31%	\$ 73,666,610

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
410 Board of Commissioners	\$ 409,250	\$ 984,237	\$ -	\$ (574,987)	240.50%	\$ 373,932
412 Legal Services	494,130	412,867	-	81,263	83.55%	294,112
420 Town Manager's Office	1,069,335	837,839	42,025	189,471	82.28%	787,549
421 Town Clerk	299,600	214,935	-	84,665	71.74%	223,955
422 Organizational Performance	745,350	511,530	3,000	230,820	69.03%	454,646
423 Budget Management	507,600	430,028	-	77,572	84.72%	261,164
425 Communications	1,450,765	1,170,838	-	279,927	80.70%	977,764
430 Human Resources	1,290,105	995,247	7,967	286,891	77.76%	1,032,466
431 Risk Management	1,250,650	1,213,968	-	36,682	97.07%	519,530
435 Downtown Development	588,200	416,079	19,639	152,482	74.08%	392,359
440 Financial Services	1,674,505	1,469,250	996	204,259	87.80%	1,391,896
445 Information Technology	2,381,430	1,853,772	206,967	320,691	86.53%	2,055,973
480 Inspections	2,405,510	1,850,487	-	555,023	76.93%	1,701,542
490 Planning	5,573,396	3,173,381	687,617	1,712,399	69.28%	2,174,825
500 Public Facilities	3,883,150	2,741,191	398,275	743,684	80.85%	2,661,152
510 Police	19,396,633	15,468,592	407,757	3,520,284	81.85%	15,373,222
520 Fire	14,518,730	12,461,214	541,879	1,515,636	89.56%	11,174,515
530 Public Works Administration	329,535	248,808	-	80,727	75.50%	228,121
535 Urban Forestry	745,495	513,133	75,746	156,615	78.99%	369,824
540 Engineering	2,448,356	1,655,602	37,696	755,058	69.16%	1,351,009
550 Fleet Maintenance	727,290	504,650	6,700	215,940	70.31%	492,156
560 Streets	5,089,139	3,088,800	490,309	1,510,030	70.33%	3,044,429
580 Solid Waste	6,923,154	4,956,928	-	1,966,226	71.60%	4,757,345
620 Parks and Recreation	6,940,425	4,441,597	272,160	2,226,669	67.92%	4,131,515
630 Center for Active Aging	790,405	445,870	-	344,535	56.41%	-
999 Transfers	14,478,305	12,259,088	-	2,219,218	84.67%	11,210,172
General Fund Total	\$ 96,410,443	74,319,931	3,198,734	18,891,778	80.40%	\$ 67,435,172

General Fund - Net Gain (Loss)

\$ 3,111,602

\$ 6,231,437

Debt Service Fund
April 30, 2026

Monthly Target Percentage

83.30%

Department	Amended Budget	YTD Actual	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES					
Restricted Governmental	\$ 1,805,715	1,817,072	(11,357)	100.63%	1,719,784
Permits and Fees	637,500	469,813	167,688	73.70%	467,085
Investment Earnings	106,350	132,787	(26,437)	124.86%	111,614
Other Financing Sources	8,854,850	7,389,875	1,464,975	83.46%	7,459,013
General Fund Total	\$ 11,404,415	9,809,547	1,594,868	86.02%	\$ 9,757,495

Department	Amended Budget	YTD Actual	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES					
440 Financial Services	\$ 12,820	\$ 8,345	\$ 4,475	65.09%	\$ 8,380
445 Information Technology	615,455	627,424	(11,969)	101.94%	655,674
480 Building Inspections	13,530	13,523	7	99.95%	17,046
490 Planning	396,910	389,265	7,645	98.07%	110,999
500 Public Facilities	1,103,515	1,008,357	95,158	91.38%	410,862
510 Police	425,790	433,087	(7,297)	101.71%	607,177
520 Fire	1,199,465	279,712	919,753	23.32%	279,712
535 Urban Forestry	-	-	-	0.00%	4,273
540 Engineering	9,310	9,309	1	99.99%	12,832
550 Fleet Maintenance	12,050	6,077	5,973	0.00%	10,348
560 Streets	1,733,785	1,584,746	149,039	91.40%	1,569,166
570 Powell Bill	2,823,460	1,838,432	985,028	65.11%	1,233,983
580 Solid Waste	255,875	193,252	62,623	75.53%	247,203
620 Parks and Recreation	2,802,450	1,885,824	916,626	67.29%	994,426
General Fund Total	\$ 11,404,415	8,277,354	3,127,061	72.58%	\$ 6,162,083

Debt Service Fund - Net Gain (Loss)

\$ 1,532,193

\$ 3,595,412

DMSD Special Revenue Fund
April 30, 2026

Monthly Target Percentage

83.30%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Ad Valorem Taxes	\$ 209,200	\$ 215,072	-	\$ (5,872)	102.81%	\$ 201,083
Investment Earnings	12,500	14,862	-	(2,362)	118.89%	16,841
DMSD Special Revenue Fund Total	\$ 221,700	229,934	-	(8,234)	103.71%	\$ 217,924

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
Transfers In (Out)	\$ 221,700	\$ 66,000	-	\$ 155,700	29.77%	\$ 12,069
DMSD Special Revenue Fund Total	\$ 221,700	66,000	-	155,700	29.77%	\$ 12,069

Downtown District - Net Gain (Loss)

163,934

205,856

Wake Forest Renaissance Centre
April 30, 2026

Monthly Target Percentage

83.30%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Sales and Services	\$ 322,700	\$ 280,781	\$ -	\$ 41,919	87.01%	\$ 168,265
Other Revenue	184,825	197,536	-	(12,711)	106.88%	158,305
Other Financing Sources	996,625	772,188	-	224,438	77.48%	664,625
WFRC Fund Total	\$ 1,504,150	1,250,505	-	253,645	83.14%	\$ 991,195

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
626 Wake Forest Renaissance Centre	\$ 1,504,150	\$ 1,158,964	\$ 45,830	\$ 299,355	80.10%	\$ 1,057,499
WFRC Fund Total	\$ 1,504,150	1,158,964	45,830	299,355	80.10%	\$ 1,057,499

WFRC Fund - Net Gain (Loss) **\$ 91,540** **\$ (66,304)**

Wake Forest Business and Industry Partnership Fund (BIP)
April 30, 2026

Monthly Target Percentage

83.30%

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	15,500	10,038	-	5,462	64.76%	9,324
Other Financing Sources	567,355	473,213	-	94,143	83.41%	415,000
WFRC Fund Total	\$ 582,855	483,251	-	99,604	82.91%	\$ 424,324

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
415 Economic Development	\$ 582,855	\$ 427,239	\$ -	\$ 155,616	73.30%	\$ 389,331
WFRC Fund Total	\$ 582,855	427,239	-	155,616	73.30%	\$ 389,331

WFBIP Fund - Net Gain (Loss) **\$ 56,012** **\$ 34,992**

WAKE FOREST POWER (ELECTRIC FUND)
April 30, 2026

Monthly Target Percentage

83.30%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Charges for Services	\$ 26,006,750	\$ 22,084,024	-	\$ 3,922,726	84.92%	\$ 21,386,639
Sales Tax - Utility	1,771,610	1,527,465	-	244,145	86.22%	1,482,608
Other Revenue	422,640	634,459	-	(211,819)	150.12%	609,628
Investment Earnings	40,000	78,399	-	(38,399)	196.00%	18,944
Electric Fund Total	\$ 28,241,000	24,324,346	-	3,916,654	86.13%	\$ 23,497,820

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
840 Electric - Billing & Collections	\$ 872,860	\$ 612,520	\$ -	\$ 260,340	70.17%	\$ 715,136
850 Electric - Operations	\$ 26,837,655	19,622,745	318,698	6,896,212	74.30%	22,185,243
860 Electric - Tree Trimming	530,485	421,835	-	108,650	79.52%	275,576
Electric Fund Total	\$ 28,241,000	20,657,100	318,698	7,265,202	74.27%	\$ 23,175,954

Electric Fund - Net Gain (Loss)

3,667,246

321,865

STORMWATER UTILITY FUND
April 30, 2026

Monthly Target Percentage

83.30%

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
REVENUES						
Charges for Services	\$ 3,610,510	\$ 4,025,311	-	\$ (414,801)	111.49%	\$ 3,826,766
Investment Earnings	25,000	45,481	-	(20,481)	181.93%	31,666
Other Financing Sources	-	-	-	-	0.00%	-
Stormwater Utility Fund	\$ 3,635,510	4,070,792	-	(435,282)	111.97%	\$ 3,858,432

Department	Amended Budget	YTD Actual	Encumbrances	Remaining Budget (including encumbrances)	% Budget Used (includes encumbrances)	PY YTD Actuals
EXPENDITURES						
545 - Stormwater Management	\$ 3,635,510	\$ 1,579,050	\$ 326,119	\$ 1,730,341	52.40%	\$ 311,697
Stormwater Utility Fund	\$ 3,635,510	1,579,050	326,119	1,730,341	52.40%	\$ 311,697

Stormwater Utility Fund - Net Gain/(Loss)

2,491,742

3,546,736

AMERICAN RESCUE PLAN ACT (ARPA)
4/30/2026 (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	1,169,850	1,225,702	-	(55,852)	0.00%	-	
Other Financing Sources	-	-	-	-	0.00%	-	
General Fund Total	\$ 15,710,850	15,767,547	-	(56,697)	100.36%	\$ -	
Department	Amended Budget	LTD Actual	Encumbrances	Remaining Budget	% Budget Used	PY YTD Actuals	
EXPENDITURES							
445 Information Technology	\$ 825,000	\$ 803,732	\$ -	\$ 21,268	97.42%	\$ -	
525 Public Safety (ARPA)	3,220,840	1,566,831	1,654,000	9	100.00%	-	
540 Engineering	7,416,320	4,685,787	2,565,621	164,912	97.78%	-	
638 Other Improvements	4,248,690	4,057,273	192,395	(977)	100.02%	-	
General Fund Total	\$ 15,710,850	11,113,622	4,412,016	185,212	98.82%	\$ -	
ARPA Fund - Net Gain (Loss)		\$ 4,653,925					
						\$ -	



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2026-902-
Submitted by: Evelyn Wright
Submitting Department:
Meeting Date: June 2, 2026

Subject

Draft Agenda for BOC Regular Meeting June 16, 2026

Recommendation:

item Summary:

ATTACHMENTS:

- [Draft Agenda June 16, 2026.pdf](#)



**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

3. Presentations

3.A Resolution Recognizing Sergeant Cashwell on his Retirement

[Cashwell Resolution of Appreciation for Services.docx](#)

[Cashwell Summary appreciation of services.docx](#)

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 a resolution to schedule the public hearing and certify the sufficiency for a petition requesting contiguous annexation submitted by property owners, Donald Lee Eddins and John Barry Eddins, located at 3832 Rogers Road being Wake County PIN 1749884789 being approximately 2.97 acres.

[BOC Agenda Summary.pdf](#)

[CERTIFICATE OF SUFFICIENCY .docx](#)

[DRAFT PUBLIC HEARING RESOLUTION.docx](#)

- 5.B Approval of Resolution Amending Check and Purchase Order Signing Procedures

- 5.C 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

- 5.D Approval of resolution authorizing Franklin County Tax Administrator to Levy and Collect Property Taxes for FY 2026-2027 for the Town of Wake Forest
- 5.E Approval of Budget Ordinance # 6 for FY 2025-2026 - FINAL
[Final Budget Ordinance Amendment_summary.pdf](#)
- 5.F 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.G Approve Resolution to Accept Streets into the Town of Wake Forest Street System for Maintenance.
- 5.H Approval of Transportation (Multimodal Transportation Facility Fee) Capital Reserve Fund Ordinance

6. Legislative Items

7. Planning Items

- 7.B Consideration of a contiguous annexation submitted by property owners, Ritchie Family Properties, located at 1313 N White Street being Wake County PIN 1851089042 being approximately 7.76 acres.

8. Administration and Financial Items

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

9. Public Services Items

10.Parks and Recreation Items

11.Public Safety Items

12.Other Business

- 12.A Department Monthly Reports
- 12.B Commissioners Report

13.Adjournment



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2026-900-
Submitted by: Evelyn Wright
Submitting Department:
Meeting Date: June 2, 2026

Subject

Discussion of BOC Vacant Seat

Recommendation:

item Summary:

ATTACHMENTS:



BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT

Agenda Item No.: 2026-901-

Submitted by: Kip Padgett, Administration

Submitting Department: Administration

Meeting Date: June 2, 2026

Subject

Closed Session: 143-318.11(3)

Recommendation:

item Summary:

ATTACHMENTS: