Wake Forest Board of Commissioners
Work Session Meeting Minutes

The Wake Forest Board of Commissioners met on **Tuesday, April 7, 2026,** at **6:00 p.m.** in the Board Room at Wake Forest Town Hall, 301 S Brooks Street.

Mayor Clapsaddle called the meeting to order at 6:00 p.m.

Commissioners Present: Mayor Ben C. Clapsaddle, Commissioner Haseeb Fatmi, Commissioner Keith Shackleford, Commissioner Sliwinski, Commissioner Faith Cross, and Commissioner Adam Wright.

Commissioners Absent: None

Staff Members Present:
Town Manager Kip Padgett
Assistant Town Manager Candace Davis
Assistant Town Manager Allison Snyder
Assistant Town Manager Aileen Staples
Town Attorney Nathan McKinney
Police Chief Julius Jefferson
PRCR Director Ruben Wall
Police Captain Brandon High
Police Captain Christopher Minor
Engineering Director Tim Watson
Planning Director Jennifer Currin
Long Range Planning Manager Brad West
Downtown Development Specialist Camryn Gutierrez
Marketing and Business Relations Manager Anna Bolton
Deputy Town Clerk Ella Dowtin

Presentations

1.1 Recognition for Greenway Efforts

Mayor Clapsaddle opened the April 7, 2026 Board of Commissioners work session and began the meeting with a special recognition for resident Michael McKendry. Mayor Clapsaddle highlighted Mr. McKendry's six years of service as an air rescue medic in the United States Air Force and noted that he and his family relocated to Wake Forest in 2019 and now reside in the Traditions community. Mayor Clapsaddle stated that Wake Forest's strength comes from its residents and community spirit rather than physical landmarks alone. He explained that after graffiti and offensive messages were painted along portions of the Town's developing greenway system several weeks earlier, Mr. McKendry voluntarily took it upon himself to help clean and repaint the area. Mayor Clapsaddle commended Mr. McKendry for taking pride in the community and serving as an example of the spirit of Wake Forest. In recognition of his service and volunteer efforts, Mayor Clapsaddle presented Mr. McKendry with a commemorative Town coin on behalf of the Town of Wake Forest.

Mr. McKendry thanked the Mayor and Board of Commissioners for the opportunity to speak and briefly shared his appreciation for the Wake Forest community. He commented on the growing popularity of the new greenway system and praised Town staff, specifically recognizing Nick Nolte for his work and dedication on the project. Mr. McKendry explained that he viewed his cleanup efforts as a simple act of community responsibility, similar to stopping to pick up trash along a roadway. He stated that the offensive graffiti was inappropriate for families and children using the area and that he felt compelled to address it rather than ignore it. Mr. McKendry concluded by saying that if similar vandalism occurred again, he would willingly help clean it up again in support of the community.

1.2 Presentation on the proposed extension of Ligon Mill Road from Grove 98 through Durham Road to Stadium Drive

Engineering Director Tim Watson presented the proposed Ligon Mill Road extension project, explaining that the roadway would connect the existing Ligon Mill Road corridor north of NC 98 near Grove 98 Plaza and extend through Durham Road to Stadium Drive. Mr. Watson stated that the project is intended to address several transportation and growth-related concerns, including continued uncertainty surrounding improvements to Capital Boulevard, increasing development pressure in the corridor, and growing traffic congestion caused by rapid residential and commercial growth in Wake Forest and surrounding communities. He explained that the extension would create an additional arterial roadway connection to improve the Town's overall transportation network and support future development.

Mr. Watson reviewed previous corridor studies and alignment concepts that had been developed over the years by the Town, NCDOT, and private developers. He reminded the Board that approximately ten months earlier, the Board had authorized a contract with Exult Engineering to prepare 30 percent design plans for the corridor. Mr. Watson described how the project was divided into three primary segments for evaluation and explained the major design constraints affecting each section. Segment A included existing reserved right-of-way near Grove 98, a significant floodplain and floodway crossing requiring a lengthy bridge structure, Duke Energy transmission lines, and previously reviewed development plans. Segment B involved coordination across large undeveloped tracts, stream crossings, rolling topography, and the need to avoid impacts to existing neighborhoods and townhome communities while maintaining roadway connectivity between adjoining properties. Segment C included similar topographic and environmental challenges, existing residential neighborhoods, steep elevation changes near Agora Drive, and the need to avoid an existing cemetery near Stadium Drive.

Mr. Watson emphasized that the project required a comprehensive corridor-wide approach rather than piecemeal planning by individual developers. He stated that the preliminary design goals included establishing a feasible and desirable alignment, determining implementation costs to assist with future Capital Improvement Planning and grant opportunities, and evaluating both existing and projected future traffic conditions. Mr. Watson explained that Exult Engineering conducted traffic analyses at several key intersections along the corridor and recommended a four-lane divided roadway section similar to the roadway design used near the Wegmans area. Mr. Watson noted that the roadway and intersections were designed to accommodate projected 2050 traffic volumes based on anticipated future development patterns.

Mr. Watson presented the proposed alignment map and explained how the selected route incorporated existing development plans while minimizing impacts to homes, neighborhoods, environmental features, and property owners. He then reviewed estimated implementation costs by segment, including engineering, surveying, permitting, right-of-way acquisition, construction, and construction engineering inspection costs. Segment A was estimated at approximately $22 million due largely to the bridge crossing, Segment B at approximately $32 million, and Segment C at approximately $41.2 million, bringing the total projected implementation cost to approximately $95 million. Mr. Watson noted that these costs could change over time and that partnerships with developers could help offset portions of the expense as development occurs along the corridor.

Board members asked several questions regarding project timelines, construction sequence, design considerations, and future funding strategies. Commissioner Fatmi and Commissioner Cross inquired about how long the project would take to design and construct, whether the roadway would likely be built in phases, and how future development could affect implementation timing. Jason Pace, a Senior Transportation Engineer from Exult Engineering, explained that a full corridor buildout could potentially require four to five years of construction if completed simultaneously, with additional time needed for design, permitting, and right-of-way acquisition. They emphasized that the Town's inclusion of full implementation costs, including engineering and land acquisition, provided a more realistic understanding of total project expenses than construction-only estimates often presented by other agencies.

Discussion also focused on the importance of proactively establishing roadway alignments before major development occurs in the corridor. Mr. Pace, from Exult Engineering, stated that having a Town-approved alignment helps coordinate future development and prevent disconnected roadway systems between adjoining properties. Board members discussed the possibility that NCDOT could eventually assume maintenance responsibility for portions of the roadway once connections between major transportation nodes are completed. Commissioner Cross also commented favorably on efforts to minimize impacts to existing neighborhoods and preserve landscape buffers where possible.

Additional discussion addressed multimodal transportation opportunities within the corridor. Mayor Clapsaddle asked whether dedicated bicycle facilities could be incorporated into the roadway design during future phases. Mr. Pace confirmed that the proposed cross section already included shared-use path elements and stated that additional bicycle accommodation could be evaluated as design progresses.

Commissioner Sliwinski inquired about the long-term financial implications of delaying the project, noting that right-of-way acquisition costs typically continue to rise over time. Mr. Pace explained that while construction costs can fluctuate with economic conditions, land acquisition costs almost always increase, making early planning and coordination advantageous. They also noted that partnering with developers during corridor buildout would provide the best opportunity to reduce Town costs while advancing transportation improvements needed to relieve traffic congestion along the US 1 corridor.

Following discussion, Mr. Watson requested Board approval of the proposed alignment for a future Comprehensive Transportation Plan update so the Planning Department can proceed with the necessary amendments. A motion was made and seconded to approve the alignment, and the motion passed unanimously. Mr. Watson then requested directions from the Board regarding pursuit of the next design phase and associated costs. Board members expressed support for staff proceeding with the next phase of project development and indicated that staff should return with future design and funding recommendations for Board approval.

1.3 Presentation of Municipal Campus Signage

Assistant Town Manager Allison Snyder presented an update on the proposed signage for the Vivian A. Jones Municipal Campus. Ms. Snyder explained that although she was presenting the item, the Town's Communications Department had completed the design and concept work in coordination with Planning staff and the sign developer. Ms. Snyder reminded the Board that in December the Board of Commissioners officially renamed the five downtown municipal buildings as the Vivian A. Jones Municipal Campus and directed staff to return with signage concepts for review and approval.

Ms. Snyder presented a draft sign design and explained that the concept shown remained preliminary and could undergo minor revisions during the final design and permitting process. She stated that while the overall colors and materials would likely remain consistent, some adjustments to the sign's size or shape could occur as plans are finalized. Ms. Snyder identified the proposed sign location on the municipal campus, noting that the selected placement provided the greatest visibility while accommodating existing easements and site constraints. Ms. Snyder also stated that, assuming no major concerns or design changes from the Board, staff would proceed with finalizing the sign developer contract, permitting, material ordering, and installation scheduling. She indicated that installation was anticipated to occur in the fall.

Board members discussed landscaping and public safety considerations related to the sign. Commissioner Sliwinski asked about the planned landscaping buffer surrounding the sign, noting concerns about the dark-colored surface becoming hot during summer months and the potential for residents or visitors to lean against or touch the structure during downtown events. Ms. Snyder explained that the Town's Unified Development Ordinance requires landscaping around signage and confirmed that staff would comply with those standards as the project moves forward, although detailed landscape plans had not yet been completed.

Additional discussion focused on the materials used in the sign design. Ms. Snyder stated that the black background portion of the sign would be constructed from aluminum and explained that the brick elements would be matched as closely as possible to the existing brick façade of Town Hall and surrounding municipal buildings. She noted that while brick coloration can vary slightly between orders, staff intended to obtain materials from the same supplier to maintain consistency. Ms. Snyder also pointed out that the sign included protective design features similar to those already used elsewhere downtown to discourage skateboarding or climbing on the structure.
Board members expressed general support for the proposed sign design, with Commissioner Cross stated that the sign looked good and fit well with the campus. Following discussion, the Board provided consensus directions for staff to continue moving forward with final planning, permitting, and implementation of the municipal campus signage project.

1.4 Presentation of a contract to perform a Downtown Traffic Study.

Brad West, Long Range Planning Manager, presented a proposed contract for a downtown traffic study to be completed by Kittelson and Associates. Mr. West explained that Kittelson previously worked with the Town and NCDOT on the Transit-Oriented Development Study associated with the future S-Line rail corridor and therefore already possessed familiarity with Wake Forest's downtown area and transportation network. He stated that the primary motivation for the study originated from implementation items contained in the Town's Comprehensive Transportation Plan, specifically recommendations to evaluate traffic circulation around the Southeastern Baptist Theological Seminary campus area, commonly referred to as the "seminary loop," as well as to prepare for transportation impacts associated with the future S-Line rail project.

Mr. West explained that the study would evaluate existing traffic conditions within the downtown area generally bounded by Wingate Street, South Franklin Street, Wade Avenue, and Holding Avenue, while also considering impacts from surrounding corridors outside the immediate study area. He stated that the consultant team would analyze current traffic patterns and then forecast future traffic conditions over the next five to six years as major transportation changes occur, including implementation of the S-Line rail infrastructure, proposed grade separations and crossing closures, future train station operations on White Street, and potential improvements along Capital Boulevard. Mr. West explained that the study process would identify both opportunities and challenges, gather public feedback, develop conceptual transportation recommendations, and ultimately refine those recommendations for future inclusion in the Comprehensive Transportation Plan. Mr. West noted that the process would replicate the successful public engagement and planning approach previously used during the South Main Street corridor study and anticipated the effort would take approximately 18 months to complete.

Board members asked questions and provided input regarding specific traffic concerns they hoped the study would address. Commissioner Wright identified congestion issues at the Elm Avenue and Main Street intersection and requested that the study evaluate possible turn lane improvements. Mr. West confirmed that the intersection would be a significant focus area because of anticipated railroad crossing closures associated with the S-Line project. He explained that future rail infrastructure could eliminate several east-west crossings, creating substantial traffic circulation challenges throughout downtown and adjacent neighborhoods.

Additional discussion focused on previous concepts involving a potential one-way traffic loop around the seminary campus. Commissioner Wright noted that the concept had been discussed previously within the Comprehensive Transportation Plan and asked whether it would be revisited during the study. Mr. West confirmed that the concept would be evaluated, along with possible alternatives such as roundabouts near the seminary campus. He also noted that

NCDOT had previously expressed concerns regarding pedestrian safety and the possibility that a one-way multi-lane configuration could encourage excessive vehicle speeds. Mr. West further stated that Kittelson included historic preservation expertise on its consultant team to ensure any proposed transportation improvements remain sensitive to the Town's historic districts and comply with applicable Section 106 review requirements.

Board members also emphasized the importance of multimodal transportation improvements. Commissioner Wright requested that the study examine opportunities for additional bicycle and pedestrian infrastructure to improve walkability and bike connectivity throughout downtown. Mr. West stated that Kittelson strongly supports multimodal transportation planning and confirmed that those considerations would be integrated into the study recommendations. Discussion then turned to the overall scope and cost of the consultant services. Commissioner Cross acknowledged that the proposed contract amount represented a significant investment and asked Mr. West to explain how the study compared to previous transportation planning efforts. Mr. West explained that the downtown traffic study was broader and more technically complex than the earlier South Main Street corridor study due to the inclusion of advanced traffic modeling, intersection analysis, micro-simulation capabilities, and visualization tools. He stated that the consultant would analyze approximately 20 intersections, develop conceptual improvements for at least 12 locations, and create detailed traffic simulations and visualizations showing how proposed recommendations would function within the downtown environment.

Mr. West further explained that the Town lacked the specialized modeling software, simulation capabilities, and dedicated staff capacity necessary to complete a project of this magnitude internally. He stated that municipal staff must divide their time among multiple responsibilities, whereas the consultant could devote focused resources and technical expertise to the project. Mr. West added that the Town conducted a cost comparison with another large consulting firm not involved in the proposal process and found that the proposed pricing was consistent with comparable comprehensive transportation studies carried out for other municipalities.

Board members expressed particular concern regarding the future closure of railroad crossings associated with the S-Line project and the resulting strain on the Town's limited east-west transportation connections. Commissioner Sliwinski and Commissioner Cross discussed the importance of evaluating crossings near Brick Street, Royal Mill Avenue, Harris Road, and the Mill Village area due to the expected increase in traffic through downtown once certain rail crossings are eliminated. Mr. West agreed that those corridors would significantly impact future downtown traffic circulation and stated that the study would evaluate broader transportation network effects outside the immediate downtown core.

During discussion of future infrastructure planning, Commissioner Wright also raised the possibility of extending Harris Road or Royal Mill Avenue to improve east-west connectivity. Staff noted that while such projects would likely be expensive, the traffic study could provide the foundational analysis needed to support future grant applications and justify transportation funding requests tied to S-Line impacts and regional mobility needs.

Assistant Town Manager/CFO Aileen Staples explained that funding for the study would be split between the current fiscal year budget, Municipal Service District funds, and additional appropriations proposed in the upcoming budget cycle due to the project spanning multiple fiscal years. During further discussion, Commissioner Fatmi referenced the detailed consultant scope included in the agenda packet, noting that the project involved approximately 1,814.5 hours of consultant work over a 24-month period, illustrating the substantial level of technical analysis and effort required for the study. The Board expressed support for proceeding with the project.

ACTION:
Mover: Commissioner Shackleford moved to have the Town Manager to enter into a contract to perform a Downtown Traffic Study.
Seconder: Commissioner Wright
Vote: Motion carried 5-0

1.5 Consideration of Statues and Monuments Policy
Parks, Recreation, and Cultural Resources Director Ruben Wall presented proposed policies regarding Statues and Monuments on Town-owned property.

Mr. Wall explained that the proposed policy was the result of extensive collaboration among multiple Town departments, including Planning, the Renaissance Centre, Police, Parks and Recreation, and Communications staff. He stated that discussions regarding the need for formal policy began the previous year following conversations with the Town Manager about establishing a structured and transparent process for future monuments and memorial requests.

Mr. Wall explained that the proposed policy was intended to establish a fair, consistent, and transparent framework for reviewing, approving, maintaining, or denying requests for statues and monuments on Town property. He noted that the Town had already begun receiving inquiries regarding monuments and expected additional requests in the future. Mr. Wall stated that staff developed two options for Board consideration. Option One would allow outside organizations, nonprofits, community groups, residents, and Town-affiliated entities to submit monument proposals for Board review through a formal multi-step approval process. Option Two, which staff recommended, would largely maintain the Town's current practice by prohibiting monuments on Town property except for limited exceptions associated with existing Historic Preservation Commission and Public Art Commission processes. Mr. Wall emphasized that under either option, the Board of Commissioners would retain final authority over monument approvals.

Board members discussed the merits and risks associated with both policy options. Commissioner Shackleford stated support for Option Two, explaining concerns about controversies surrounding monuments and memorials across North Carolina in recent years and expressing a desire to avoid placing the Town in similar situations. Commissioner Cross requested clarification regarding the practical differences between the two options, particularly whether Option Two would still allow public art installations and historical commemorations through existing Town advisory boards. Mr. Wall confirmed that under Option Two, the Public Art Commission and Historic Preservation Commission would continue their existing work related to murals, public art, commemorative markers, and artistic features incorporated into Town projects.

Further discussion focused on how monument requests would be handled under Option One. Mayor Clapsaddle sought clarification regarding the review and approval process for outside monument proposals and whether advisory boards would remain involved. Commissioner Fatmi explained that Option One included a seven-step review process beginning with submission through the Town Clerk's office, followed by staff review, potential advisory board review, Town Manager evaluation, a public comment process, possible background review, and final approval by the Board of Commissioners. Mr. Wall further clarified that Option One would open the process to a much broader range of outside requests from community groups, nonprofits, and residents, potentially increasing the number of monument proposals presented to the Board.

Commissioner Fatmi expressed support for Option One, stating appreciation for monuments, murals, and public art as ways to reflect Wake Forest's culture and identity. Commissioner Fatmi acknowledged that Option Two may represent the more legally conservative approach but stated a preference for allowing broader opportunities for future monuments and artistic expression. Additional discussion centered on the practical implications of allowing outside groups to petition the Board directly for monument placement and concerns about future Boards potentially revisiting or reversing monument decisions over time.

Commissioner Cross ultimately stated support for Option Two, noting that the Town already has successful mechanisms in place through the Public Art Commission and Historic Preservation Commission to support public art, murals, and commemorative features while maintaining a more controlled process. Commissioner Sliwinski commented that while monuments can have value, adopting Option Two would preserve the current approach while still allowing future Boards to revisit the policy if circumstances change.

ACTION:
Mover: Commissioner Wright moved to approve option 2 of the Statues and Monuments Policy.
Seconder: Commissioner Shackleford
Vote: Motion carried 4-1 (opposed by Commissioner Fatmi)

1.6 Consideration of Sponsorship and Facility Naming Rights Policy

Parks, Recreation, and Cultural Resources Director Ruben Wall presented the proposed Sponsorship and Facility Naming Rights Policy, explaining that the item establishes a formal and comprehensive framework for managing sponsorship agreements and naming rights for Town facilities, assets, and amenities. He noted that the Town previously adopted related policies in approximately 2012 and updated them again around 2019–2020 but stated that those policies no longer fully address the increasing complexity and scale of current and future sponsorship opportunities as the Town continues to grow. Mr. Wall emphasized that multiple departments contributed to the development of the updated policy, reflecting the need for a consistent, structured approach across the organization.

Mr. Wall explained that the Town is increasingly receiving larger sponsorship and naming rights opportunities as new facilities are developed, including potential sports complexes and other major capital projects. He stated that while the Town currently has informal processes for smaller naming opportunities—such as benches, scoreboards, and minor park features, there is no comprehensive policy governing high-value naming rights or major facility naming decisions. Mr. Wall noted that the policy is intended to establish clear procedures for evaluating sponsorship offers, ensuring consistency across departments, and provide guidance for both accepting and declining naming rights proposals. He further explained that the policy also includes provisions for the renaming or removal of facility names if circumstances change, ensuring the Town has a formal process to address reputational or other concerns in the future.

Mr. Wall stated that the policy was developed to provide stronger administrative and policy support for staff while maintaining appropriate oversight by the Board of Commissioners for larger or more significant naming rights decisions. He emphasized that the framework would help ensure transparency and consistency while also allowing the Town to responsibly evaluate substantial sponsorship opportunities that could generate significant revenue for capital projects. Mr. Wall referenced that smaller-scale sponsorships, such as those involving scoreboards or similar amenities, have historically generated modest revenue, while future projects could involve substantially larger financial contributions.

Board members discussed the proposed policy in detail. Commissioner Cross expressed appreciation that the policy includes a clear list of prohibited sponsorship categories, including tobacco products, hemp and CBD products, political messaging, profanity, obscenity, and hate speech. Commissioner Cross also noted the importance of clarifying that sponsorship or naming rights do not constitute Town endorsement of the sponsoring entity or message.

The Board then discussed the financial approval thresholds outlined in the policy. Commissioner Cross questioned the proposed structure that would require Board approval for sponsorships projected to generate $1 million or more or involve naming rights for Town facilities, while allowing the Town Manager to approve sponsorships below that threshold. Commissioner Cross expressed concern that the $1 million threshold was too high and suggested lowering it to $500,000 to increase transparency and ensure Board awareness of significant sponsorship agreements. Other commissioners discussed the relationship between this threshold and prior adjustments to Town purchasing authority limits, noting that similar financial thresholds had been revised in previous years to address operational needs during periods of cost volatility.

Additional discussion focused on ensuring appropriate balance between administrative efficiency and Board oversight. Town Manager Kip Padgett clarified that the sponsorship and naming rights policy is distinct from procurement or purchasing authority policies and is intended specifically to govern naming rights and sponsorship agreements rather than general purchasing decisions.

ACTION:
Mover: Commissioner Cross moved to approve the Sponsorship and Facility Naming Rights Policy with amendment to the $500,000 threshold.
Seconder: Commissioner Wright
Vote: Motion carried 5-0

1.7 Consideration to Change Taylor Street Park Name

Parks, Recreation, and Cultural Resources Director Ruben Wall presented a request to rename Taylor Street Park in honor of Officer Joey Wiggins. He explained that the proposal was brought forward in coordination with the Wake Forest Police Department, which has been conducting long-term fundraising efforts, including a golf tournament, and expressed a desire to use proceeds from those efforts to support a meaningful community recognition. Mr. Wall stated that Officer Wiggins was a lifelong Wake Forest resident who grew up in the Northeast community, attended local schools, and later returned to serve his hometown as a police officer. He noted that Officer Wiggins had previously been recognized by the Board through an official resolution following his passing in 2006 at the age of 39.

Mr. Wall further explained that staff had engaged with Officer Wiggins' family regarding the proposed renaming and that the family expressed strong support and appreciation for the recognition. He stated that the Police Department also formally requested the renaming to honor Officer Wiggins' service and legacy within the community. Mr. Wall emphasized that the proposed naming aligns with the Town's newly adopted sponsorship and naming rights policy framework, which provides a structured process for evaluating and approving such requests. He also noted that Taylor Street Park improvements are progressing well and indicated that a grand opening ceremony is expected soon.

Board members expressed support for the proposal and shared personal reflections on Officer Wiggins' life and contributions. Commissioner Shackleford stated that he had known Officer Wiggins personally and described him as a highly respected individual and talented basketball player who participated in local recreational basketball during the 1980s at the original Taylor Street Park courts. Also, Commissioner Shackleford advised that naming the park in his honor would be a fitting tribute given his connection to the site and the community. Commissioner Cross noted Officer Wiggins' service history, including his time with the Wake County Sheriff's Department beginning in 1990 and his later service as a Wake Forest police officer, and expressed appreciation for the historical background provided by staff.

Mr. Wall responded that Officer Wiggins' family had been actively engaged in the process and had provided important historical information to support the recognition. The Mayor and Board members expressed appreciation to staff for bringing the item forward and acknowledged the significance of honoring Officer Wiggins' service to the community.

ACTION:
Mover: Commissioner Wright moved to change Taylor Street Park Name.

Seconder: Commissioner Fatmi
Vote: Motion carried 5-0

2. Discussion of Monthly Financial Report

2.1 Discussion of February Financial Summaries

Monthly Financial Report Received.

Mayor Clapsaddle asked if there were any questions or comments.

Commissioner Cross noted that staff reporting showed a significant improvement in the Town's cash position compared to the prior year, as well as a year-to-date net increase in fund balance of approximately $10.3 million. Also, Commissioner Cross commended staff for these financial results and highlighted the anticipated delivery of a new ladder truck valued at approximately $1.7 million, noting that it was expected to arrive within the next few months.

Assistant Town Manager/CFO Aileen Staples responded to the Board's comments by acknowledging the feedback and offering additional context regarding the Town's financial position. Ms. Staples noted that approximately $4.6 million in American Rescue Plan Act (ARPA) funds remained available and must be fully expended by the end of the calendar year, with the upcoming ladder truck purchase expected to significantly reduce the remaining balance. Ms. Staples further explained that while the General Fund position remains strong, the year-to-date comparison reflects a lower surplus than the prior year due to timing differences in revenue recognition and planned expenditures, including debt service and capital project costs that typically occur later in the fiscal cycle.

Ms. Staples also provided an update on utility operations, noting that Wake Forest Power's financial position was impacted by substantial capital expenditures for generator purchases in the prior year, as well as a relatively modest rate adjustment in the current fiscal year. She indicated that no rate increase is currently anticipated in the upcoming budget cycle. Additionally, Ms. Staples referenced an internal loan arrangement previously approved by the Town, noting that repayment of that obligation is expected to begin soon. Ms. Staples offered to provide additional financial details in future reporting if desired.

3. Review of Draft Agenda for Upcoming Regular Meeting

3.1 Draft Agenda for BOC Regular Meeting April 21, 2026

Mayor Clapsaddle clarified that items A Consideration of Sponsorship and Facility Naming Rights Policy and B Consideration of Statues and Monuments Policy should be removed from the agenda, as both had already been addressed earlier in the meeting. It was also noted that both items were approved during the current meeting and therefore do not need to appear on the agenda for the April 21st meeting.

4. Other Business

None.

5. Commissioner Reports

Commissioner Cross reported that the Age-Friendly Community Committee recently met and has begun consolidating recommendations for future projects and initiatives intended to support residents of all ages. Commissioner Cross stated that the committee's recommendations are expected to come before the Board in May or June and praised the significant effort and collaboration involved in the process. She also noted that she recently hosted a "Coffee Chat with a Commissioner" event at the Center for Active Aging, which was well attended. During that meeting, residents specifically raised concerns regarding electric bicycles and neighborhood safety issues, which she stated reinforced the need for the Town to address the issue proactively.

Commissioner Cross reported that she attended the grand opening celebration for the new Whataburger restaurant, which she described as highly successful and heavily attended. She commented positively on traffic management improvements near the site. Commissioner Cross further promoted the upcoming Friday Night on White concert featuring the Bounce Party Band and expressed excitement about favorable weather conditions for the event. Commissioner Cross additionally encouraged residents to attend the Wake Forest Fire Department Fish Fry scheduled for April 17th, complimenting both the event and the quality of the food served.

Commissioner Shackleford shared personal remarks regarding the Town's expanding greenway system and praised staff for the successful completion of recent trail connections. Mayor Clapsaddle stated that while training for an upcoming race, he experienced firsthand the ability to travel continuously by greenway from the northeastern side of town toward Rolesville, describing the system as an exceptional community asset. He reflected on years of planning, funding, and construction efforts that ultimately created accessible recreational and transportation connections for residents throughout Wake Forest, including neighborhoods such as Traditions. Commissioner Shackleford specifically praised the new connections near Ailey Young Park and highlighted comments from a resident who now uses the greenway system for regular bicycle transportation throughout town. He thanked Parks and Recreation staff, Assistant Town Manager Candace Davis, and all departments involved for their long-term work and perseverance in developing the greenway network.

Commissioner Fatmi expanded upon the electric bicycle discussion and clarified that proposed penalties would focus specifically on major safety-related violations such as speeding, reckless operation, and trespassing rather than minor infractions like helmet violations. He emphasized that the Town's goal should be to address dangerous conduct and public safety concerns raised by residents. Commissioner Fatmi also participated in discussion regarding whether staff should further research potential enforcement options and legal considerations before bringing recommendations back to the Board. Following the discussion, Mayor Clapsaddle confirmed there was consensus among Board members directing staff to study the issue further and return with potential policy recommendations and legal guidance at a future meeting.

Commissioner Fatmi also reported attending the Inter-Community Seder hosted by Temple Beth Or and organized by the Jewish Federation of Greater Raleigh, describing it as an educational and meaningful community event. He extended Passover greetings to residents observing the holiday. He further reported volunteering alongside his wife at the Easter Extravaganza event at Joyner Park, complimenting Parks and Recreation staff for organizing a well-attended and highly organized event that drew residents from both Wake Forest and surrounding communities. Commissioner Fatmi additionally participated in the Ian K. Lewis Memorial 5K at Joyner Park and commended the Lewis family for their continued contributions to the community. Commissioner Fatmi echoed support for the upcoming STEM Saturday event and noted that he planned to attend with family members.

Commissioner Wright reported on recent activities of the Technology Advisory Board and highlighted the upcoming STEM Saturday event scheduled for April 11th. He explained that the event, presented by the Wireless Research Center, invites local elementary, middle, and high school students and their families to participate in science, technology, engineering, and mathematics activities. Commissioner Wright noted that the free event would run from 1:00 p.m. to 5:00 p.m. and stated that the program has continued to grow each year, with organizers already discussing future improvements and expansions. He also expressed enthusiasm for the upcoming Friday Night on White event and anticipated a successful kickoff for the popular concert series. Commissioner Wright additionally raised concerns regarding recent incidents involving electric bicycles and neighborhood "takeovers" that had received national attention. He stated that he had discussed the issue with several Board members and proposed that the Town consider implementing escalating financial penalties to address unsafe or unlawful operation of high-speed electric bikes. Commissioner Wright suggested potential fines of $500 for a first offense, $1,000 for a second offense, and $2,500 for a third offense. He explained that the intent would be to encourage greater parental awareness and accountability while also supporting educational efforts regarding the capabilities and safety risks associated with some electric bicycles. Commissioner Wright emphasized that the Town should continue supporting safe bicycle and pedestrian activity while addressing dangerous behavior. Commissioner Wright also requested that staff evaluate safety improvements at the Ligon Mill Road and Capital Boulevard intersection due to repeated accidents occurring at that location, suggesting that options such as a traffic signal or roundabout be considered.

Town Manager Kip Padgett added to the discussion regarding electric bicycles and noted that concerns had also been raised about unsafe bicycle activity on the Town's greenways. Mr. Padgett stated that Parks, Recreation, and Cultural Resources staff are currently working to install signage identifying speed limits and clarifying permitted and prohibited uses along the greenway system, with installation anticipated within the next month.

Commissioner Sliwinski had no report.

Mayor Clapsaddle also recognized Parks, Recreation, and Cultural Resources employee Erica Shingleton for earning Certified Park and Recreation Professional credentials and asked that congratulations be passed along on behalf of the Board. He additionally thanked the Wake Forest Police Department for their continued service and requested that appreciation be shared with all department personnel for their efforts in maintaining public safety during recent community events.

Finally, Mayor Clapsaddle requested Board consent to designate him as the Town's official voting delegate for the North Carolina League of Municipalities Annual Officer elections. Board members provided consensus approval authorizing Mayor Clapsaddle to cast the Town's vote in the upcoming League elections.

Town Deputy Clerk Ella Dowtin had no updates.

Town Manager Kip Padgett had no updates.

5.1 Closed Session: N.C.G.S 143-318.11(5) and 143-318.11(3)

ACTION:

Mover: Commissioner Wright moved to go into Closed Session: N.C.G.S 143-318.11(5) and 143-318.11(3).

Seconder: Commissioner Shackleford

Vote: Motion carried 5-0 at 7:31 p.m.

Reconvened at 8:00 p.m.

6. Adjournment

ACTION:

Mover: Commissioner Wright moved to adjourn the meeting.

Seconder: Commissioner Sliwinski

Vote: Motion carried 5-0

The Board of Commissioners adjourned the meeting at 8:01 p.m.

Duly approved in open session this 19th day of May 2026.

(ATTEST)

TOWN OF WAKE FOREST INCORPORATED SEAL FEB. 20, 1909 NORTH CAROLINA

Evelyn Wright, Town Clerk

Ben C. Clapsaddle, Mayor