



Wake Forest Board of Commissioners Work Session Meeting Minutes

The Wake Forest Board of Commissioners met on **Tuesday, March 3, 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 Shackelford, Commissioner Sliwinski, and Commissioner Adam Wright.

Commissioners Absent: Commissioner Faith Cross

Staff Members Present:

Town Manager Kip Padgett
Assistant Town Manager Candace Davis
Assistant Town Manager Aileen Staples
Town Attorney Nathan McKinney
Police Chief Julius Jefferson
Fire Chief Ron Early
Police Captain Matt Perkinson
PRCR Director Ruben Wall
Police Captain Brandon High
Community Outreach Manager Andrew Brown
Battalion Chief Jeremy Blake
Budget and Performance Director Michelle Daniels

Engineering Director Tim Watson
Director of Organizational Development Lisa Hayes
Planning Director Jennifer Currin
Senior Planner-Historic Preservation Michelle Michael
Planner I Paige Regna
Planner II Rayvon Walker
Development Services Manager Patrick Reidy
Long Range Planning Manager Brad West

Presentations

- 1.1 Presentation of the Ailey Young House Heritage Site/NE Gateway Park Concept Plan.

Senior Planner- Historic Preservation, Michelle Michael presented a detailed overview of the Ailey Young House and Northeast Gateway Park concept vision plan, emphasizing its alignment with the Town's strategic goals, including fostering a safe, diverse, and inclusive community, preserving historic resources, and investing in the Northeast Community. Ms. Michael explained the historical significance of the Ailey Young House as the oldest known African American resource in Wake Forest, highlighting its Reconstruction-era architecture and the legacy of key families such as the Young family, Mary Elizabeth Simmons, and Willis Johnson. Ms. Michael reviewed prior research and site analysis, including historic aerial studies, archaeological investigations, environmental assessments, and identified constraints such as protected habitat, a stream, easements, and the property's historic landmark status. She outlined an extensive community engagement process involving focus groups, open houses, surveys, and stakeholder input, which revealed strong support for passive recreation, historical interpretation, and community-centered design.

Ms. Michael described the evolution of the design from two initial concepts to a final plan shaped by public feedback, featuring a meandering trail system, open pavilion, gathering spaces, interpretive elements, public art opportunities, and a pedestrian-oriented layout with limited parking due to site constraints. Ms. Michael also highlighted unique features such as "story cubes," a potential "legacy tree" to honor community members, and interpretive elements to reflect historic structures like Simmons Row. Ms. Michael noted that design considerations must balance accessibility, environmental sensitivity, and preservation, including coordination with the Historic Preservation Commission and potential National Register designation. Ms. Michael concluded by presenting visual renderings of the site and explaining how the park will serve as both a recreational space and a place for storytelling and cultural recognition.

Board members expressed strong appreciation for the presentation and the collaborative effort behind the project, emphasizing enthusiasm for preserving local history and creating a meaningful community space. Commissioner Sliwinski raised a question regarding the use of mulch paths and potential ADA accessibility concerns, suggesting consideration of more durable and inclusive materials. Ms. Michael responded that alternative materials such as decomposed granite are being evaluated and will be further considered during the

construction design phase, balancing accessibility needs with the site's archaeological sensitivity. Overall, the Board conveyed strong support for the project and its direction.

1.2 Presentation on Local Erosion & Sedimentation Control Program MOA Update

Engineering Director Tim Watson provided an overview of the Town's local Erosion and Sedimentation Control Program, explaining its purpose, legal foundation, and recent updates requiring Board approval. Mr. Watson noted that soil erosion is the leading cause of water pollution in North Carolina and emphasized the importance of erosion control measures, such as silt fences, sediment basins, and ground cover in protecting water quality. Mr. Watson outlined the program's origins in the 1973 Sedimentation Pollution Control Act, which established authority for the state's Sedimentation Control Commission and the NCDEQ Land Quality Section. Mr. Watson explained that, under state law and administrative code, local governments may delegate authority to administer erosion control programs if they adopt compliant ordinances and maintain qualified staff, allowing for more efficient and localized oversight compared to state enforcement alone.

Mr. Watson detailed the Town's responsibilities under the delegated program, including reviewing erosion control plans within mandated timeframes, requiring plans for land disturbances (locally set at one-half acre, exceeding the state's one-acre threshold), ensuring compliance with state and environmental regulations, and conducting regular site inspections, particularly after rainfall events. Mr. Watson also described enforcement authority, including issuing notices of violation and requiring corrective actions, as well as administrative duties such as reporting program activities and violations to NCDEQ. Mr. Watson noted that the Town recently underwent a formal State review on July 30, 2025, during which multiple sites were inspected, and subsequently received continued delegation status on August 21, 2025, confirming the program meets State requirements. These reviews occur approximately every five years.

Mr. Watson advised the purpose of the presentation was to introduce an updated Memorandum of Agreement (MOA) from the Sedimentation Control Commission, replacing the Town's existing 2012 agreement. Mr. Watson explained that the revised MOA includes mostly minor clarifications across three

sections: Program Creation, Responsibilities and Expectations of the Commission, and Responsibilities and Expectations of the Local Government. Notable updates include clarification language in program establishment, the addition of Exclusive State Jurisdiction over certain activities (such as those related to oil and gas exploration), and minor adjustments to reporting procedures. A significant addition is a new section outlining the process for voluntary Termination of a Local Program, providing a formal mechanism for transferring responsibilities back to the State, if necessary, though Mr. Watson emphasized this is procedural and not indicative of any planned change.

ACTION:

Mover: Commissioner Shackelford moved to authorize the Town Manager to sign the updated MOA.

Secunder: Commissioner Wright

Vote: Motion carried 5-0

1.3 Presentation and update on Northern Community Food Security Team (NCFST) initiatives.

Community Outreach Manager Andrew Brown introduced the Northern Community Food Security Team (NCFST), noting that only a few current Board members were present when the initiative began in 2018, and explained their intent to provide a fuller understanding beyond written materials. Mr. Brown read the organization's mission statement, emphasizing that NCFST is a collaborative network of partners and community members dedicated to eliminating food insecurity in northern Wake County, with a focus on Wake Forest and Rolesville. Mr. Brown described how the group originated as a small team of five individuals and evolved through collaboration, including merging efforts with Rolesville to strengthen impact and avoid duplication of services.

Mr. Brown explained that NCFST functions as a connector among nonprofits, faith-based organizations, schools, healthcare providers, volunteers, and community groups. He emphasized that one of the organization's primary goals is to reduce duplication and improve communication among groups addressing food insecurity. Through this collaborative model, NCFST implements and supports a variety of year-round food access programs, including mobile markets, mini markets, and produce distribution partnerships. Mr. Brown

highlighted regular contributions of fresh produce to the Wake Forest Community Table, as well as partnerships with the Boys and Girls Club and the Northern Regional Center. Mr. Brown noted that Town support, including recent funding, has been critical to expanding these efforts, though some funding sources are set to expire later in the year, prompting future sustainability discussions.

Mr. Brown detailed how NCFST identifies service gaps and responds by developing targeted programs, citing the COVID-19 pandemic as a key example. During that time, the organization coordinated a large-scale drive-through food distribution event that provided essential items such as meat, dairy, and produce to community members. Mr. Brown described the organization's broader "ecosystem," which includes support for multiple community gardens, such as those at local churches and community centers. A notable project included partnering to construct a pavilion at a community garden, which now serves as a space for shade, educational programming, and community events. Mr. Brown also highlighted educational outreach efforts, including distributing information through partners like Tri-Area Ministries, which serves approximately 2,000 individuals monthly.

Further, Mr. Brown outlined the organization's operational activities, including maintaining and supporting food pantries, coordinating food pickup and distribution, collaborating with local farmers markets, and supporting community meal programs and summer food initiatives. Mr. Brown emphasized the importance of volunteerism and community engagement, noting opportunities for residents, students, and organizations to contribute through food drives, pantry support, and event participation. Mr. Brown underscored the importance of partnerships and took time to recognize numerous partner organizations and individuals at the meeting, expressing gratitude for their contributions and emphasizing that the organization's success depends on these collaborative relationships.

Mr. Brown then reviewed current and ongoing initiatives aligned with the Town's Strategic Plan. These included recurring global markets held twice monthly, expansion of the mini pantry network, continued food drives in partnership with the Wake Forest Police Department and others, and robust

resource-sharing efforts through a large partner network. Mr. Brown also highlighted seasonal and special programs, such as holiday meal distributions, Easter box giveaways, and the revival of the national “Stamp Out Hunger” food drive in partnership with the U.S. Postal Service. Additionally, Mr. Brown discussed support for long-standing community efforts like the CROP Walk, which raises funds to combat hunger.

In closing, Mr. Brown outlined future plans, including continued program development, expanded partnerships, and increased community engagement. He highlighted recent collaborations with local churches and community events, such as the Church of Latter-day Saints, focused on gardening and food education. A key upcoming initiative is the development of a more formalized food summit (2026 NCFT Food Summit August 26th at 5:30 p.m. at the WF Renaissance Centre) to be held in the fall, building on existing regular meetings but with a greater focus on identifying service gaps, strengthening partnerships, and improving overall coordination. Mr. Brown concluded by inviting questions and reaffirming the organization’s commitment to addressing food insecurity through collaboration and innovation.

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

Planner II Rayvon Walker provided a detailed presentation on rezoning request RZ-25-72 for properties located at 810 and 814 South Main Street. He identified the applicant as Tyler Davis, with ownership shared among Tyler Davis, Irene Davis, and Davis Dental Properties, LLC. Mr. Walker described the subject site as approximately 0.46 acres located at the southwest corner of West Holding Avenue and South Main Street. He explained that the current zoning is General Residential 3 (GR3) with the Richland Creek Watershed Management Overlay District, and the applicant is requesting rezoning to Neighborhood Business (NB) while retaining the overlay district. Existing uses on the property include a

duplex and a dental office, and both parcels are within the Town's corporate limits.

Mr. Walker reviewed surrounding zoning and land uses, noting a mix of residential and commercial designations in the area. Adjacent uses include single-family homes to the north, east, and west, and a gas station to the south, reflecting a transitional corridor along South Main Street. He stated that the proposed rezoning is consistent with the Town's Community Plan for three primary reasons. First, the Future Land Use Map designates the area as Neighborhood Commercial, which supports retail, service, and office use permitted under Neighborhood Business zoning. Second, the request aligns with the South Main Street area plan, which identifies the corridor as a gateway into downtown and encourages revitalization through neighborhood-serving commercial development. And third, the proposal supports broader policy guidance promoting economic development through expanded commercial opportunities.

Mr. Walker also addressed a conflict with the Comprehensive Transportation Plan, which calls for the future realignment of West Holding Avenue as part of an NCDOT project. He explained that this could impact redevelopment of the site, particularly the parcel at 810 South Main Street, though no immediate development plans have been submitted. Mr. Walker noted that the proposal was reviewed by the U.S. 1 Council of Planning, which found it inconsistent with the Capital Boulevard Study due to the anticipated roadway project. However, discussions with NCDOT indicated no immediate plans for property acquisition and no objection to the rezoning request at this time.

Mr. Walker further emphasized that approval of the rezoning would allow a range of permitted uses under Neighborhood Business zoning by right, and each potential use should be considered in that context. Mr. Walker reported that the Planning Board held a Public Comment session on February 10th and recommended approval of the request, finding it consistent with the Comprehensive Plan and in public interest. Mr. Walker concluded by stating that staff also recommend approval on the same basis and invited questions from the Board.

Commissioner Wright asked for clarification, noting that the property in question appeared to already be operating as a business. Commissioner Wright questioned why a rezoning request was necessary at this time, given the long-standing presence of the dental office on the site. Mr. Walker advised that the property owner could better address the question and indicated that the applicant was present to provide clarification. Applicant Tyler Davis explained that the request involves two buildings across three parcels: a duplex located at 810 and 812 South Main Street and an existing dental office at 814 South Main Street, which has operated since 1953. Mr. Davis stated that he has owned and operated the dental office since 2012 and purchased the adjacent duplex property in 2017. The purpose of the rezoning is to allow him to expand his dental practice into the adjacent duplex, bringing the properties under consistent zoning. Mr. Davis emphasized that the dental office is currently a legal nonconforming (grandfathered) use under the existing residential zoning, and the rezoning would align the zoning designation with the actual and intended use of the properties. Commissioner Wright asked for confirmation that the applicant did not intend to pursue more intensive or unrelated commercial uses permitted under the proposed Neighborhood Business zoning. Commissioner Wright expressed concern about the wide range of allowable uses and sought reassurance that the applicant's plans were limited in scope. Mr. Davis confirmed that he has no intention of pursuing high-intensity or incompatible uses. He stated that his plans are modest and focused solely on expanding the existing dental practice. Improvements would primarily include making the building compliant with accessibility requirements, such as installing a handicap ramp, and accommodating additional patients. Mr. Davis also noted that he has communicated with neighboring property owners, who have expressed support or no objection to the proposal.

Commissioner Fatmi raised questions regarding the potential impact of the future S-Line (NCDOT) transportation project, particularly on the duplex parcel. Mr. Davis clarified that the duplex consists of 810 and 812 South Main Street, while 814 South Main Street is the dental office. He confirmed that the duplex parcel is the one most likely to be affected by the future roadway project.

1.5 Consideration of Sponsorship and Facility Naming Rights Policy

Parks, Recreation, and Cultural Resources Director Ruben Wall explained that staff is bringing forward a proposed policy to address sponsorships and naming rights across the Town. He noted that while some procedures and informal practices currently exist, there is no comprehensive or standardized policy to guide staff or decision-making. Mr. Wall emphasized that sponsorships and naming opportunities—particularly within Parks and Recreation through athletic facilities, events, and programs—have grown significantly, and the Town needs clear criteria and processes. The proposed policy is intended to merge sponsorship and naming rights into a single framework, establishing consistent standards, an application process, and defined expectations for both staff and potential sponsors. Mr. Wall also highlighted the importance of including provisions for revocation or termination of naming rights if circumstances change, which is currently lacking. He explained that the need for such a policy has become more evident with recent and future projects, such as Taylor Street Park, where naming decisions are anticipated.

Mr. Wall further emphasized that the policy effort expanded beyond Parks and Recreation, as multiple departments—including Planning, Communications, and Downtown Development—are involved in sponsorship-related activities. He stated that the goal is to create a unified, town-wide policy to ensure consistency and avoid fragmented approaches across departments. Mr. Wall acknowledged that developing the policy has been more complex than initially expected but expressed confidence that establishing clear guidelines now will benefit the Town as it continues to grow and develop new facilities.

Mayor Clapsaddle asked whether the intent of the policy is to standardize practices across all Town departments rather than allowing each department to operate independently. Mr. Wall confirmed that the primary goal is to create a consistent, Town-wide standard so that all departments follow the same procedures and criteria, rather than relying on varying informal practices.

Commissioner Fatmi asked whether the proposed policy largely reflects existing practices that are already being followed informally, and whether the intent is to formalize and standardize those processes. Mr. Wall advised that while many

good practices are already in place, they are currently disjointed and not uniformly applied. He reiterated that the policy is intended to provide a single, clear framework that ensures all necessary steps are followed consistently. Commissioner Fatmi raised concerns about the revocation, modification, and termination section of the policy, specifically asking whether the Town has previously revoked naming rights and what potential legal implications could arise if the Town were to revoke such rights after they have been granted. Commissioner Fatmi requested that the Town Attorney review these concerns and provide guidance at a later date. Town Attorney Nathan McKinney confirmed he will return with the requested information. Mr. Wall acknowledged the concern, noting that staff has considered these issues and agreed that further legal review would be appropriate. He also emphasized the importance of background checks, explaining that the Town must ensure that individuals or entities associated with naming rights align with community values, particularly given the permanence and visibility of such recognitions.

Commissioner Shackelford asked about past naming decisions, specifically referencing a previously named park, and whether any formal process had been used at that time. Mr. Wall indicated that there was no clear or documented policy or process in place for that naming decision, reinforcing the need for the proposed policy.

Town Attorney Nathan McKinney explained that the draft presented to the Board is approximately 90–95% complete and that staff intends to refine it further based on feedback received. Mr. McKinney stated that a finalized draft could be brought back to the Board for consideration at a future meeting. The Board discussed timing and agreed to delay formal consideration of the policy to allow staff to incorporate feedback and finalize the document. The Board indicated a preference to revisit the item at a future meeting, with staff suggesting a target of March 17th for presentation of the finalized draft for potential approval.

1.6 Consideration of Statues and Monuments Policy

Parks, Recreation, and Cultural Resources Director Ruben Wall introduced a proposed policy regarding statues, monuments, and memorials on Town-owned

property. He explained that, like the sponsorship and naming rights discussion, the Town currently lacks a formalized process for evaluating and approving such requests. While there have been occasional requests in the past that were handled through various channels, no consistent policy exists to guide staff or decision-making. He noted that requests for monuments and memorials are increasing, particularly in parks and other Town facilities, and emphasized the need to establish clear criteria and procedures to determine what types of installations, if any, should be permitted. The intent of the policy is to provide structure, ensure consistency, and support both staff and the Board in making informed decisions.

Commissioner Shackelford asked whether there are any existing monuments or memorials currently located on Town property. Mr. Wall advised that there are very few examples, with limited known instances such as a memorial at a police substation and possibly a historical or art-related installation. It was noted that one previously discussed monument was not ultimately placed on Town property, further underscoring the lack of a consistent history or process for such requests.

Mr. Wall reiterated that the absence of a clear policy has made it difficult to evaluate requests and determine appropriate locations or criteria. He emphasized that the proposed policy would apply specifically to Town-owned property and would help guide decisions about whether to allow monuments or memorials and under what conditions.

Town Attorney Nathan McKinney explained that two policy options were presented for the Board's consideration. One option provides a more comprehensive framework with defined criteria and processes for approving monuments and memorials, while the other is more restrictive, generally prohibiting such installations except for limited categories such as public art or historical markers. Mr. McKinney also noted that adopting a clear, viewpoint-neutral policy is important to reduce potential legal risks and ensure consistent application.

Commissioner Shackelford expressed that he is not yet prepared to make a decision between the proposed policy options and requested additional time for review. Several Board members indicated they had not fully analyzed the policies and preferred to revisit the discussion at a later meeting.

The Board decided to defer action on the statues and monuments policy to allow for further review. The Board reached consensus to bring the item back at the March 17th meeting, with the expectation that Board members would provide feedback and be prepared for further discussion and potential action at that time.

2. Discussion of Monthly Financial Report

2.1 Discussion of January Financial Summaries

Monthly Financial Report Received.

Mayor Clapsaddle asked if there were any questions or comments. None were heard.

3. Review of Draft Agenda for Upcoming Regular Meeting

3.1 Draft Agenda for BOC Regular Meeting March 17, 2026

Mayor Clapsaddle made an addition of a proclamation to the agenda recognizing the American Legion Auxiliary of Post 187 in honor of Women's Veterans Month in March, acknowledging their support and service to women veterans in the Wake Forest community.

Town Manager Kip Padgett advised that the Parks, Recreation, and Cultural Resources Sponsorship and Facility Naming Rights Policy and Statues and Monuments Policy will be added to section 10 of the agenda.

4. Other Business

4.1 Discussion of Municipal Service District

Development Services Manager Patrick Riedy returned to the Board to provide additional background information regarding the Municipal Service District (MSD) in response to a prior request. Mr. Riedy outlined a historical timeline of downtown initiatives, beginning with the creation of the Downtown Revitalization Corporation in 1985, followed by the Downtown Redevelopment Plan in 1986 and the establishment of the MSD in 1988 to fund improvements such as parking. Subsequent milestones

included adoption of the Renaissance Plan in 2004, designation as a North Carolina Main Street community in 2006, expansion of the MSD in 2008, and continued planning efforts through updates and new plans in 2017, 2021, 2022, and 2024. Mr. Riedy also reviewed the MSD tax rate history and provided a summary of how MSD funds have been utilized over time, including investments in parking, streetscape improvements, wayfinding, lighting, façade grants, downtown planning efforts, and other enhancements that support downtown development. Current and upcoming budget allocations were also highlighted.

Commissioner Sliwinski explained that he had requested additional information to continue discussion following the Board's recent decision not to expand the MSD. He stated that his primary concern is the perceived inequity for residential property owners within the district, who may not receive the same level of direct benefit as commercial properties. Commissioner Sliwinski expressed interest in "reimagining" the MSD boundaries by removing residential properties from the district and asked staff to analyze the feasibility and financial implications of such a change. He noted that this would be a longer-term consideration for a future fiscal year and intended to provide direction for staff to begin evaluating options.

Commissioner Wright raised a concern regarding whether residential properties can legally be excluded from the MSD while retaining commercial properties, suggesting that state law may not permit selective taxation within the district. The discussion shifted to the possibility of redrawing district boundaries rather than exempting specific property types.

Commissioner Sliwinski acknowledged that adjusting boundaries may be the appropriate approach and reiterated his goal of ensuring equitable treatment of residential properties. He emphasized the need to evaluate different scenarios and understand the financial impacts before making decisions.

Commissioner Shackelford expressed support for continuing to invest in downtown, noting that MSD-funded improvements have contributed to the success and vibrancy of the area, benefiting both businesses and the broader community. At the same time, Commissioner Shackelford agreed that the Board should explore ways to maintain these benefits while addressing concerns about the impact on residential property owners.

Commissioner Fatmi asked for clarification on the specific request being made of staff.

Commissioner Sliwinski clarified that he is requesting staff to evaluate options for redrawing MSD boundaries to potentially exclude residential properties, along with a financial analysis of how such changes would affect revenue and the Town's ability to fund current and future downtown initiatives.

Mayor Clapsaddle summarized the Board's discussion, confirming that staff is being asked to analyze potential boundary adjustments, explore multiple options, and provide corresponding financial impacts and implications for services and projects currently funded by the MSD. Mr. Riedy also noted that any changes would require a formal public process, including public hearings, and would take time to implement.

The Board generally agreed to move forward with staff analysis. Board members acknowledged that the process will be complex and require careful consideration of legal, financial, and operational factors. Mr. Riedy confirmed that the direction provided was clear and that they would begin evaluating options and preparing the necessary information for future Board review.

5. Commissioner Reports

Commissioner Shackelford had no report.

Commissioner Fatmi highlighted that it was National Consumer Protection Week and used the opportunity to raise awareness about financial scams, particularly those targeting seniors. He announced an upcoming Anti-Scam Training session at the Center for Active Aging and encouraged residents to attend. Commissioner Fatmi also reported attending the Parks, Recreation, and Cultural Resources Advisory Board meeting and encouraged residents to participate in upcoming events, including auditions to sing the national anthem for the July 3rd fireworks celebration and National Trails Day activities. Commissioner Fatmi further noted the recent unveiling of a historical marker recognizing the Northeast Community and its historical significance following the Civil War, commending staff for their efforts. Commissioner Fatmi extended appreciation to Michelle Michael for all her hard work.

Commissioner Wright reported that the Technology Advisory Board recently met and primarily addressed internal matters, including new positions. He also shared that he, along with Commissioner Sliwinski and staff, met with NCDOT to request updates on transportation projects and discuss innovative solutions such as AI-controlled traffic

signals, noting that the agency appeared open to new ideas. Commissioner Wright emphasized ongoing efforts by the Town to address traffic concerns through continued coordination with NCDOT. Commissioner Wright then shared a personal reflection regarding a recent family emergency involving his dog, expressing gratitude for the strong community support he received. Commissioner Wright stated that the experience reinforced his appreciation for the compassion and connectedness of the Wake Forest community.

Commissioner Sliwinski expressed appreciation for community events and announced plans to serve as emcee for the upcoming National Trails Day 5K event. Commissioner Sliwinski also commended the Human Relations Council and event organizers for the success of the Minority and Women-Owned Business Expo, noting strong attendance and community engagement. Commissioner Sliwinski reaffirmed the Town's ongoing efforts to work with NCDOT to advance transportation projects and address infrastructure challenges. He also promoted upcoming community events, including the Wake Forest Film Festival, and encouraged public participation.

Mayor Clapsaddle expressed appreciation for recent community events and recognitions, including the Minority and Women-Owned Business Expo and the unveiling of the Northeast Community historical marker. Mayor Clapsaddle commended staff and volunteers for their contributions to preserving local history and supporting community engagement. Mayor Clapsaddle also highlighted a recent event hosted by the American Legion Auxiliary Post 187 recognizing women veterans, noting the significance of honoring their service. Mayor Clapsaddle announced that a formal proclamation would be presented to the organization in recognition of Women's Veterans Month.

Town Clerk Evelyn Wright advised an email was sent requesting the Board to submit their items to be included in the FY 26-27 budget.

Town Manager Kip Padgett presented a draft letter to be sent to NCDOT regarding Capital Boulevard, specifically related to the Hyundai plan and the addition at Burlington Mills. Mr. Padgett advised the letter had been previously reviewed by the Board with no changes and requested formal approval to transmit the letter.

ACTION:

Mover: Commissioner Wright moved to send the letter.

Secunder: Commissioner Sliwinski

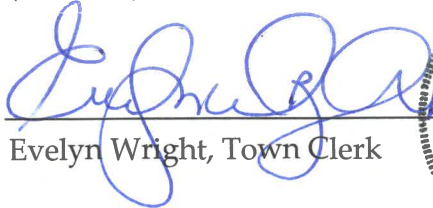
Vote: Motion carried 5-0

6. Adjournment


The Board of Commissioners adjourned the meeting at 7:42 p.m.

Duly approved in open session this 21st day of April 2026.

(ATTEST)


Evelyn Wright, Town Clerk




C. Clapsaddle, Mayor