Wake Forest Board of Commissioners

Meeting Minutes

The Wake Forest Board of Commissioners met on **Tuesday, September 15, 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.

Boys Scout Troop 511 led everyone in the Pledge of Allegiance.

Commissioner Members Present: Mayor Ben C. Clapsaddle, Commissioner Nick Sliwinski, Commissioner Adam Wright, Commissioner Keith Shackleford, Commissioner Faith Cross, and Commissioner Daniel Hupp.

Commissioner Members 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
Town Clerk Evelyn Wright
Police Chief Julius Jefferson
Police Captain David Zick
Fire Chief Ron Early
Planning Director Jennifer Currin
Director of Organizational Performance Lisa Hayes
Downtown Development Director Jennifer Herbert
Director of Communications Bill Crabtree
Corporal Megan Jones
Sergeant Bryan Newsom
Budget and Performance Director Michelle Daniels
Renaissance Centre Director Amy Pridgen
WFCAA Director Brian Harrell
Senior Civil Engineer Emily Hennessy
Renaissance Centre Programs Manager Debra Horton
Long Range Planning Manager Brad West
Community Center Supervisor Krista Muse
Art Education Assistant Luanne Hammond
Arts Coordinator April Cannon

1. Approval of Agenda

ACTION:
Mover: Commissioner Wright moved to approve the Agenda.
Seconder: Commissioner Sliwinski
Vote: Motion carried 5-0

2. Approval of Minutes

2.A. Draft BOC Minutes

- August 4, 2026, BOC Work Session and August 18, 2026, BOC Regular Meeting

ACTION:
Mover: Commissioner Wright moved to approve the minutes as presented.
Seconder: Commissioner Sliwinski
Vote: Motion carried 5-0

3. Presentations

3.A. **P.A.N.D.A.S./P.A.N.S. Awareness Proclamation**

PROCLAMATION RECOGNIZING OCTOBER 2026 AS "P.A.N.D.A.S. AWARENESS MONTH" IN THE TOWN OF WAKE FOREST, NORTH CAROLINA

WHEREAS, Pediatric Autoimmune Neuropsychiatric Disorders Associated with Streptococcal Infections, better known as PANDAS, is often assumed to be rare when, in truth, it is simply rarely diagnosed; and

WHEREAS, PANDAS describes a subset of children who experience Obsessive-Compulsive Disorder and/or tic disorders, such as Tourette Syndrome, with symptoms that worsen following a streptococcal infection such as strep throat or scarlet fever; and

WHEREAS, awareness of PANDAS within the medical community remains limited, affected children are often misdiagnosed and treatment is delayed, and the treatments that are available are frequently costly and not covered by insurance; and

WHEREAS, Jay Jay Wilson lives with this debilitating condition, and his courage in facing its daily challenges continues to inspire the Wake Forest community; and

WHEREAS, Jay Jay's parents work tirelessly to give him the care, support, and opportunities he needs to live a full and joyful life; and

WHEREAS, the Town of Wake Forest is committed to raising awareness of PANDAS so that children affected by this condition are diagnosed earlier, treated more effectively, and supported by their community;

NOW THEREFORE, I, Ben C. Clapsaddle, Mayor of the Town of Wake Forest, and the Board of Commissioners, do hereby proclaim October 2026 as

"P.A.N.D.A.S. MONTH IN THE TOWN OF WAKE FOREST"

and urge all citizens to become aware of this debilitating condition for children and work to make it more readily recognized by the medical profession and insurance providers.

This the 15th day of September 2026.

ATTEST:

Evelyn Wright, Town Clerk

Ben C. Clapsaddle, Mayor

3.B. Proclamation Recognizing Constitution Week

PROCLAMATION
CONSTITUTION WEEK

WHEREAS, September 17, 2026, marks the two hundred and thirty-ninth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, the Constitution of the United States established the framework of our government and guarantees the rights and liberties of all Americans, and it is fitting and proper to officially recognize this document, its anniversary, and the patriotic celebrations that commemorate the occasion; and

WHEREAS, Public Law 84-915, as amended, designates September 17 through 23 as Constitution Week and calls upon the President to issue a proclamation each year to that effect;

NOW, THEREFORE, I, Ben C. Clapsaddle, by virtue of the authority vested in me as Mayor of the Town of Wake Forest, North Carolina, do hereby proclaim the week of

"SEPTEMBER 17 THROUGH SEPTEMBER 23, CONSTITUTION WEEK"

in the Town of Wake Forest and call upon our citizens to reaffirm the ideals the Framers of the Constitution set forth in 1787, and to observe this week with appropriate programs, ceremonies, and activities.

This the 15th day of September 2026.

ATTEST:

Ben C. Clapsaddle, Mayor

Evelyn Wright, Town Clerk

3.C. Proclamation Recognizing National Hispanic Heritage Month

PROCLAMATION RECOGNIZING SEPTEMBER AS HISPANIC HERITAGE MONTH

WHEREAS, *National Hispanic Heritage Month is observed annually from September 15 through October 15 to recognize and celebrate the history, culture, achievements, and lasting contributions of Hispanic and Latino Americans whose heritage traces to Spain, Mexico, the Caribbean, and Central and South America; and*

WHEREAS, *Hispanic and Latino residents, business owners, educators, first responders, healthcare professionals, veterans, entrepreneurs, artists, and community leaders enrich the Town of Wake Forest through their service, innovation, cultural traditions, entrepreneurial spirit, and civic engagement; and*

WHEREAS, *the Town of Wake Forest is strengthened by its diverse community, where people from many backgrounds come together to build a welcoming, inclusive, and vibrant place to live, work, and raise a family; and*

WHEREAS, *National Hispanic Heritage Month provides an opportunity for all residents to celebrate the traditions, languages, music, cuisine, and values that continue to enrich our community while fostering greater understanding, appreciation, and unity among all who call Wake Forest home; and*

WHEREAS, *the Town of Wake Forest proudly recognizes the many contributions of Hispanic and Latino Americans and reaffirms its commitment to fostering a community where diversity is celebrated, every resident is valued, and all have the opportunity to thrive.*

NOW, THEREFORE, *I, Ben C. Clapsaddle, Mayor of the Town of Wake Forest on behalf of the Board of Commissioners, hereby proclaim September 15, 2026 through October 15, 2026 as NATIONAL HISPANIC HERITAGE MONTH in the Town of Wake Forest and encourage all residents to join in recognizing and celebrating the many contributions and enduring legacy of Hispanic and Latino Americans.*

In official recognition whereof, I hereby affix my signature this 15th day of September 2026.

ATTEST:

Evelyn Wright, Town Clerk

Ben C. Clapsaddle, Mayor

3.D. National Senior Center Month

PROCLAMATION RECOGNIZING SEPTEMBER AS NATIONAL SENIOR CENTER MONTH

WHEREAS, Senior Centers serve as vibrant community hubs that empower older adults to remain healthy, active, independent, and socially connected while enhancing their quality of life through lifelong learning, wellness opportunities, volunteerism, recreation, and meaningful engagement; and

WHEREAS, this year's National Senior Center month recognizes the invaluable role Senior Centers play in fostering purpose, dignity, inclusion, and community for older adults of all backgrounds, while supporting healthy aging and reducing isolation; and

WHEREAS, Senior Centers provide essential services including health and wellness programs, fitness and nutrition education, arts and cultural experiences, educational workshops, technology assistance, transportation resources, volunteer opportunities, and social connections that strengthen both individuals and the community as a whole; and

WHEREAS, older adults continue to enrich our community through wisdom, leadership, volunteer service, civic engagement, and lifelong contributions to families, neighborhoods, businesses, and organizations; and

WHEREAS, the Town of Wake Forest recognizes that investing in programs and services for older adults create stronger, healthier, and more connected communities for residents of all ages, while honoring the lifelong contributions of older adults and promoting opportunities for continued growth and engagement; and

WHEREAS, during National Senior Center Month, residents are encouraged to visit the Wake Forest Center for Active Aging, participate in activities and events, volunteer their time, and celebrate the positive impact the Center for Active Aging has on the lives of older adults and the community.

NOW, THEREFORE, I, Ben C. Clapsaddle, Mayor of the Town of Wake Forest on behalf of the Wake Forest Center for Active Aging Department, hereby proclaim September 2026 as NATIONAL SENIOR CENTER MONTH in the Town of Wake Forest.

In official recognition whereof, I hereby affix my signature this 15th day of September 2026.

ATTEST:

Evelyn Wright, Town Clerk

Ben C. Clapsaddle, Mayor

3.E. Resolution to Support Arts Are Education

PROCLAMATION ARTS ARE EDUCATION MONTH
SEPTEMBER 2026

WHEREAS, all students have the right to an arts education that includes dance, media arts, music, theatre, and visual arts taught by certified arts educators, in partnership with community providers; and

WHEREAS, arts education has the power to change students' lives; and

WHEREAS, arts education is a key to re-igniting students' learning in a post-COVID-19 world; and

WHEREAS, arts education helps nurture healthy, inclusive communities where all points of view are respected; and

WHEREAS, arts education experiences help students understand their own cultural roots and appreciate others' cultural roots and traditions; and

WHEREAS, on February 25, 2026, a proclamation was signed by Governor Josh Stein for Arts in Our Schools; and

WHEREAS, arts education supports the social and emotional well-being of students and fosters a more positive, safer school environment; and

WHEREAS, arts education is part of the well-rounded education for every student as outlined in the Every Student Succeeds Act and in state law; and

NOW, THEREFORE, I, Ben C. Clapsaddle, Mayor of the Town of Wake Forest, North Carolina, and the Board of Commissioners, do hereby proclaim September 2026, as Arts Are Education Month in Wake Forst and pledges to maintain and grow our arts education programs in the 2026-27 school year and beyond.

This the 15th day of September 2026.

ATTEST:

_____
Evelyn Wright, Town Clerk

TOWN of WAKE FOREST
INCORPORATED
1909
NORTH CAROLINA

_____
Ben C. Clapsaddle, Mayor

3.F. Resolution recognizing Rosemary Pimentel on their retirement from the Town of Wake Forest.

RESOLUTION 2026-51

RESOLUTION OF APPRECIATION FOR THE SERVICES OF ROSEMARY PIMENTEL

WHEREAS, Rosemary Pimentel was initially hired as a Part-time Office Assistant with the Town of Wake Forest – Building Inspections Department on December 19, 2006, was recommended for promotion to Full-time Office Assistant in Parks & Recreation as of January 30, 2007, it was in January 2020 when the title changed to Customer Service Specialist; and

WHEREAS, The title would once again change to Administrative Assistant as of July 1, 2023.

WHEREAS, Rosemary was so much more; with over twenty years' experience, Rosemary has served unselfishly in her capacity for the good of the Town of Wake Forest.

WHEREAS, Rosemary has served with professionalism, fostering a culture of service and collaboration aligned with Town's strategic priorities and core values; and

WHEREAS, Rosemary has served with distinction and grace for Wake Forest, significantly enhancing the Department's level and expectation of service by always putting the customer first; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Wake Forest, North Carolina, that Rosemary Pimentel is hereby officially commended by this Board on behalf of the citizens of Wake Forest for valuable and outstanding service rendered to the Town of Wake Forest in this official capacity as Administrative Assistant to the Parks, Recreation & Cultural Resources Department.

BE IT FURTHER RESOLVED that this resolution be made as part of the permanent records of the Town of Wake Forest and that a copy of this resolution be presented to Rosemary Pimentel.

This the 15th day of September 2026.

ATTEST:

Evelyn Wright *Town Clerk*	*Ben C. Clapsaddle, Mayor*

3.G. Proclamation recognizing October 2026 as "Community Planning Month"

NATIONAL COMMUNITY PLANNING MONTH
PROCLAMATION

WHEREAS, change is constant and affects all cities, towns, suburbs, counties, boroughs, townships, rural areas, and other places; and

WHEREAS, community planning and planners can help manage this change in a way that provides better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in discussions regarding the future of their community; and

WHEREAS, the full benefits of planning require public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the month of October is designated as National Community Planning Month throughout the United States of America and its territories, and

WHEREAS, the American Planning Association and its professional institute, the American Institute of Certified Planners, endorse National Community Planning Month as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of our neighborhoods and environment; and

WHEREAS, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of planning boards and other citizen planners who have contributed their time and expertise to the improvement of the Town of Wake Forest; and

WHEREAS, we recognize the many valuable contributions made by the professional community of the Town of Wake Forest and extend our heartfelt thanks for the continued commitment to public service by these professionals;

*BE IT RESOLVED THAT, the month of October 2026 is hereby designated as "**Community Planning Month**" in the Town of Wake Forest in conjunction with the celebration of National Community Planning Month.*

Adopted this 15th day of September 2026.

ATTEST:

Evelyn Wright, Town Clerk

Ben C. Clapsaddle, Mayor

4.	Public hearings / Public Comment

4.A. Public Hearing to receive public input on capital needs for inclusion in the five-year Capital Improvement Plan (CIP) update for FY 2027-2032.

Mayor Clapsaddle opened the floor for public hearing.

Public Hearing Comments:

Melissa Alonso – 715 Durham Road – Wake Forest, NC 27587

Kimberly Scott – 735 Durham Road – Wake Forest, NC 27587
Margaret Watkins – 407 Belmellen Court – Wake Forest, NC 27587

Mayor Clapsaddle declared the public hearing closed.

4.B. Public Hearing on a contiguous annexation submitted by the property owner, Town of Wake Forest, located at 0 Devon Square Boulevard being Wake County PIN 1841281942 being approximately 8.25 acres.

Mayor Clapsaddle opened the floor for public hearing. No comments were heard.

Mayor Clapsaddle declared the public hearing closed.

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

Mayor Clapsaddle opened the floor for public hearing. No comments were heard.

Mayor Clapsaddle declared the public hearing closed.

4.D. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 3 minutes. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the Board of Commissioners, staff, and other speakers.

Mayor Clapsaddle opened the floor for general comments.

Public Comment:
Johanna Trotter – 210 South White Street – Wake Forest, NC 27587
Abby Black – 520 South Main Street – Wake Forest, NC 27587
Tripp Black – 520 South Main Street – Wake Forest, NC 27587
Joni Falvey – 1153 Woodland Grove Way – Wake Forest, NC 27587
Bryan Falvey – 1153 Woodland Grove Way – Wake Forest, NC 27587
Will Hammond – 717 Naxos Drive – Wake Forest, NC 27587

Bailey DeBarmore – 501 Friendship Chapel Road – Wake Forest, NC 27587
Margaret Watkins – 407 Belmellen Court – Wake Forest, NC 27587

Mayor Clapsaddle declared the public comments closed.

5. Consent Agenda

(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on the Consent Agenda. If a commissioner or any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)

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

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

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

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

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

ACTION:
Mover: Commissioner Sliwinski moved to approve the Consent Agenda.
Seconder: Commissioner Wright
Vote: Motion carried 5-0

6. Legislative Items

No Legislative Item presented.

7. Planning Items

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

ACTION:
Mover: Commissioner Wright moved to approve a contiguous annexation submitted by the property owner, Town of Wake Forest, located at 0 Devon Square Boulevard being Wake County PIN 1841-28-1942 being approximately 8.25 acres.
Seconder: Commissioner Sliwinski
Vote: Motion carried 5-0

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

ACTION:
Mover: Commissioner Wright moved to approve a Wake Forest Comprehensive Transportation Plan 2026 Amendments.
Seconder: Commissioner Hupp
Vote: Motion carried 5-0

8. Administration and Financial Items

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

Emily Hennessy, Senior Civil Engineer, presented background on South Franklin Street, including its long-standing master-plan alignment, road classifications, speed limits, pedestrian facilities, and recent Town acceptance of the northern section. Ms. Hennessy advised of staff's review of safety concerns, particularly speeding, and proposed additional signage and reducing the 35-mph speed limit between Artisan Park Drive and Heritage Greens Drive to 25 mph to provide a more gradual transition into the denser residential section. Commissioner Cross voiced support for reducing the speed limit in response to resident concerns and asked about the placement of the flashing crosswalk signals, pedestrian access between crossings, advance warning signs, and the possibility of installing an additional flashing signal near Artisan Park Drive. Also, Commissioner Cross requested clarification regarding nearby greenway connections. Ms. Hennessy explained the rationale for existing crosswalk locations,

pedestrian paths, advanced speed-limit signage, and curve-warning signs. Commissioner Hupp expressed support for reducing the speed limit and asked about the timeline for implementation. Ms. Hennessy advised that a speed-limit reduction would require board approval as an ordinance change and could potentially be implemented within approximately 30–60 days following approval. Ms. Hennessy explained that staff plans to improve consistency of signage throughout the northern split section and add curve-warning signs to encourage safer speeds. Commissioner Shackleford inquired if additional traffic calming measures were needed and Ms. Hennessy explained that the roadway's design, including narrowing and curves, was intended to influence driver behavior and that additional warning signs should reinforce the intended slower speeds. The Board of Commissioners directed staff to proceed with the recommended work.

ACTION:
Mover: Commissioner Sliwinski moved to approve update on S. Franklin Street through Holding Village.
Seconder: Commissioner Wright
Vote: Motion carried 4-0 **(Commissioner Shackleford abstained)**

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

Commissioner Hupp expressed support of the plan overall but emphasized the importance of ensuring that implementation includes meaningful participation from younger generations and residents of all ages, rather than focusing primarily on older adults.

Commissioner Cross agreed that the plan serves residents across all stages of life and highlighted opportunities for task force members and community groups to participate in initiatives aligned with their interests and needs.

ACTION:
Mover: Commissioner Sliwinski moved to approve Age-Friendly Community Strategic Action Plan
Seconder: Commissioner Wright
Vote: Motion carried 5-0

8.C Event Recommendations for 2027 and Beyond

Downtown Development Director, Jennifer Herbert, presented results of a merchant

poll regarding reducing Friday Night on White events from six to three annually. Of 24 responses, 15 businesses (62%) supported the reduction, three opposed it (17%), and five expressed no opinion. Ms. Herbert presented an alternative Option B, reducing events from six to four in April, May, September, and October, citing staff capacity, extreme heat, weather-related safety concerns, and long-term event sustainability as key considerations. Ms. Herbert noted that October scheduling would require coordination with existing events. Commissioner Hupp thanked staff for developing a compromise proposal and acknowledged the event's importance to residents, downtown businesses, and visitors. Commissioner Hupp asked about the rationale for the proposed months. Supported continued engagement with downtown business owners before making long-term decisions and recommended allowing time for further discussion of event impacts and potential improvements.

Commissioner Shackleford expressed support for Option B as a reasonable compromise while emphasizing the need for continued discussions about future event scheduling and staff workload. Commissioner Shackleford suggested exploring volunteer assistance for event setup and cleanup and beginning planning for 2028 well in advance.

Commissioner Wright expressed support for Option B, noting that it would address many heat-related concerns while preserving four events in 2027 and recommended discussing the 2028 schedule at a future board retreat or other planning session.

Mayor Clapsaddle suggested directing the Town Manager to coordinate a broader review involving downtown businesses, staff, and other stakeholders to develop recommendations for 2028 and beyond. Also, Mayor Clapsaddle proposed maintaining July as a non-event month for Friday Night on White, given the existing July 4th celebrations and staff demands. Mayor Clapsaddle inquired about the application deadline for events. Organizational Performance Director, Lisa Hayes, advised that special-event applications are accepted year-round, with September 30th serving as the target submission date for the following year's events. Any existing events may have priority for their established dates, so changes to October scheduling would require coordination with organizers.

Town Attorney Nathan McKinney clarified that the special-events policy generally limits downtown street closures to two events but allows the Board to grant exceptions. Commissioner Sliwinski emphasized balancing event support with staff capacity and minimizing inconvenience to residents and regular street and sidewalk users.

Commissioner Hupp inquired about the deadline for event logistical decisions. Ms. Herbert explained that sponsorship and food-vendor planning typically begins in the fall and early winter. She noted that the current year revealed challenges related to staffing, heat, and event sustainability, reinforcing the need for advance planning and a longer-term strategy.

ACTION:
Mover: Commissioner Sliwinski moved to approve Option B, reducing events from six to four in April, May, September, and October for 2027.
Seconder: Commissioner Wright
Vote: Motion carried 5-0

9. Public Services Items

No Public Service Items presented.

10. Parks and Recreation Items

No Parks and Recreation Items presented.

11. Public Safety Items

No Public Safety Items presented.

12. Other Business

12.A. August Tax Report
Received.

12.B. Department Monthly Reports
Received.

12.D Commissioners Report

Commissioner Wright praised the September Friday Night on White event and the September 11th tribute honoring first responders. He expressed interest in making the tribute an annual event.

Commissioner Sliwinski announced upcoming Good Neighbor Day on September 19th 1 p.m. to 4 p.m. at Joyner Park, the 4th Annual Mental Wellness Fair on September 26th 1 p.m. to 4 p.m. at the Renaissance Centre, and the Diwali Festival on October 3rd from 12 p.m. to 3 p.m. at Joyner Park. Commissioner Sliwinski encouraged residents to

participate.

Commissioner Cross expressed support for progress on the reservoir dam project and thanked engineering staff for their work on South Franklin Street safety improvements in Holding Village. Commissioner Cross advised she attended Community Art Day and will be attending the Age Friendly Committee meeting on Wednesday and hosting Coffee with a Commissioner on Thursday.

Commissioner Hupp advised he attended Unplugged on September 6th and it was well attended. Also, he attended the Memorial Flag Raising ceremony honoring Grady Bacon. Commissioner Hupp advised of the upcoming Urban Forestry virtual community workshop on September 22nd and the American Legion monthly, on the second Sunday, pancake breakfast. He shared reflections on volunteering with the Wake Forest Community Table, highlighted local food insecurity, recognized community and Active Aging Center staff, and acknowledged Hispanic Heritage Month.

Commissioner Shackleford revisited the speeding from the earlier presentation by Ms. Hennessy. He emphasized that drivers must exercise caution and observe appropriate speeds on South Franklin Street, noting that roadway design and signage alone cannot ensure safety. Also, Commissioner Shackleford advocated improving meeting accessibility for residents who speak languages other than English and residents with hearing impairments. Mr. Padgett advised the Town is doing testing for various accommodations. Commissioner Hupp shared feedback. Commissioner Hupp advised he is testing an assistive listening application during the meeting. Although it provided some benefit, audio echo and connectivity issues affected usability. He expressed support for continued improvements to accessibility technology.

Town Clerk Evelyn Wright had no updates.

Town Manager Kip Padgett advised that the Planning Department requested moving the South Franklin Street Townhomes public hearing to the October work session due to scheduling deadlines. The Board expressed consent to adjust the schedule.

Mr. Padgett introduced the Renaissance Centre Director, Amy Pridgen, to discuss the gallery exhibits and Town process. Ms. Pridgen explained the gallery's history, exhibition categories, artist submission process, and selection criteria, noting that the October exhibition, in partnership with Wake Forest Pride, follows the same procedures and standards as other special-interest exhibitions. Ms. Pridgen explained that exhibitions are selected based on artistic merit, relevance to the theme, and established content guidelines. She confirmed that participating artists are not paid and that the gallery does not receive payment for displaying artwork, noting that staff is working to

formalize exhibition procedures. Commissioner Cross asked about exhibition themes, artist eligibility verification, artwork review procedures, contracts, and the responsibilities associated with gallery receptions. She expressed concern about the lack of formal written agreements governing exhibitions. Commissioner Shackleford clarified that established policies and the submission process already create expectations for participating artists, even without a signed contract. He expressed support for further clarification of the procedures. Mr. McKinney offered to develop a memorandum of understanding (MOU) establishing consistent terms for future exhibitions. Mr. McKinney explained that staff could continue reviewing artwork under established policies, with the Town Attorney's Office assisting with appropriate documentation and disputed or denied submissions. Commissioner Sliwinski asked whether previous special-interest exhibitions had generated similar concerns. Ms. Pridgen indicated that this was the first known instance of such questions. Commissioner Shackleford expressed appreciation for the Renaissance Centre's work supporting local artists and providing diverse cultural programming. The Board requested that staff prepare a proposed MOU for review at the next work session.

ACTION:
Mover: Commissioner Shackleford moved to have the Renaissance Centre to move forward with the special interest exhibitions.
Seconder: Commissioner Wright
Vote: Motion carried 4-1 **(Commissioner Cross opposed)**

Mayor Clapsaddle thanked residents for their public comments and assured them that their concerns would be considered. He praised staff, Troop 511, performers for the September 11th first-responder tribute and thanked Board members and Town staff for their continued service to the community.

13. Adjournment

Mayor Clapsaddle adjourned the meeting at 8:45 pm.

Duly approved in open session this 20th day of October 2026.

(ATTEST)

Ben C. Clapsaddle, Mayor

Evelyn Wright, Town Clerk

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