



**Wake Forest Board of Commissioners
Meeting Agenda
May 19, 2026 – at 6:00 PM
All items listed are for discussion and possible action.**

Notice

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Wake Forest will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For individuals with impaired hearing, special equipment is available for use during meetings in the Town Hall board chambers. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Town of Wake Forest should contact the office of ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Evelyn Wright](#) at 919-435-9432 as soon as possible, but no later than 48 hours before the scheduled event.

Cable & Online Broadcast of Board of Commissioners Meetings

All Board of Commissioners meetings are broadcast live on [WFTV 10](#) beginning at 6 p.m. Meetings are also aired online on the [Public Meetings Portal](#) on the [Town of Wake Forest website](#). Archived meeting videos are also provided and available for one year after the original air date.

Meeting Agendas

The [Board of Commissioners](#) meeting agenda is available to be viewed and downloaded by noon on the Friday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Deputy Town Clerk's office at 919-435-9432. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

Public Hearings

When an agenda item is denoted as a [Public Hearing](#), persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given three minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed three minutes each to express his/her comments, ideas, concerns, expressions, and desires. Only comments on a Public Hearing will be allowed during this time.

Public Comment

During the Public Comment period, anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item should complete and submit the Board of Commissioner Public Comment Form on the [Town website](#). Then, during the Public Comment portion of the meeting, The Mayor will recognize you and invite you to the podium at which time you will have three minutes to speak. Thank you for your cooperation.

Call to Order

Pledge of Allegiance

1. Approval of Agenda

2. Approval of Minutes

- 2.A BOC Work Session April 7, 2026 and BOC Regular Meeting April 21, 2026 Minutes
[DraftBOCMinutes_April202621.pdf](#)
[DRAFT BOCWSMinutes_April202607.pdf](#)

3. Presentations

- 3.A Resolution recognizing Katherine Tharrington on their retirement from the Town of Wake Forest
[Resolution - Tharrington - FINAL.doc](#)
- 3.B National Senior Health and Fitness Day Proclamation
[Proclamation2026NationalSeniorHealthandFitnessDayMay27.pdf](#)
- 3.C Proclamation Chronic Illness & Medical Advocacy Awareness Month May 2026
[ProclamationChronic Illness & Medical Advocacy Awareness MonthMay2026.pdf](#)
- 3.D Tourette's Syndrome Day Proclamation
[PROCLAMATION TOURETTE SYNDROME AWARENESS DAY 2026.pdf](#)

4. Public hearings / Public Comment

- 4.A Public hearing on a contiguous annexation submitted by property owners, Ritchie Family Properties, located at 1313 N White Street being Wake County PIN 1851089042 being approximately 7.76 acres.
[Agenda Summary.pdf](#)
[Attachment A - Legal Description.pdf](#)
[Attachment B - Annexation Map.pdf](#)
[Attachment C - Contiguous Annexation Petition.pdf](#)
[Attachment D - Request for Delay of Vote.pdf](#)
- 4.B Public Hearing to receive public comment on the proposed FY 2026-2027 Annual Operating Budget
[Public Hearing on Proposed Budget_Summary.pdf](#)
- 4.C Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 3 minutes. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring

further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the Board of Commissioners, staff and other speakers.

5. Consent Agenda

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

5.A Approval of Budget Ordinance Amendment # 5 - FY 2026-2027

[Budget Ordinance Amendment_summary.pdf](#)

[Budget Ordinance Amendment # 5 FY 2025-2026.pdf](#)

6. Legislative Items

7. Planning Items

8. Administration and Financial Items

9. Public Services Items

10.Parks and Recreation Items

11.Public Safety Items

12.Other Business

12.A Department Monthly Reports

[April 2026 Monthly Report.pdf](#)

12.B April Tax Report

[WF-TAX-REP-MAY-2026-BOC-MTG.pdf](#)

12.C Commissioners Report

13.Adjournment



BOARD OF COMMISSIONERS AGENDA ITEM REPORT

Agenda Item No.: 2026-882-
Submitted by: Evelyn Wright
Submitting Department:
Meeting Date: May 19, 2026

Subject

BOC Work Session April 7, 2026 and BOC Regular Meeting April 21, 2026 Minutes

Recommendation:

item Summary:

ATTACHMENTS:

- [DraftBOCMinutes_April202621.pdf](#)
- [DRAFT BOCWSMinutes_April202607.pdf](#)



DRAFT Wake Forest Board of Commissioners Meeting Minutes

The Wake Forest Board of Commissioners met on **Tuesday, April 21, 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.

Mayor Clapsaddle led everyone in the Pledge of Allegiance.

Commissioner Members Present: Mayor Ben C. Clapsaddle, Commissioner Haseeb Fatmi, Commissioner Faith Cross, Commissioner Nick Sliwinski, and Commissioner Adam Wright.

Commissioner Members Absent: Commissioner Keith Shackleford

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
Police Captain Brandon High
Fire Chief Ron Early

Planning Director Jennifer Currin
Director of Organizational
Performance Lisa Hayes
Urban Forestry Program Manager
Luke Devores
Planner II – Long Range Planner
Emma Linn
Assistant Inspections Director
Marvin Weathers

1. Approval of Agenda

ACTION:

Mover: Commissioner Wright moved to approve the Agenda.

Seconded: Commissioner Sliwinski

Vote: Motion carried 5-0

2. Approval of Minutes

2.A. Draft BOC Minutes

- March 3, 2026, BOC Work Session and March 17, 2026, BOC Regular Meeting

ACTION:

Mover: Commissioner Wright moved to approve the minutes as presented.

Seconded: Commissioner Sliwinski

Vote: Motion carried 4-0

- 2026 Board of Commissioners Annual Retreat Minutes

ACTION:

Mover: Commissioner Fatmi moved to approve the 2026 BOC Annual Retreat minutes as presented.

Seconded: Commissioner Cross

Vote: Motion carried 4-0

3. Presentations

3.A. Proclamation Recognizing Building Safety Month

PROCLAMATION RECOGNIZING

Building Safety Month — May 2026

WHEREAS, our Town of Wake Forest is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike, and;

WHEREAS, our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

WHEREAS, these guardians are dedicated members of the International Code Council (ICC), a nonprofit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes and standards to protect us in the buildings where we live, learn, work and play, and;

WHEREAS, these modern building codes and standards include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;

WHEREAS, Building Safety Month is sponsored by ICC to remind the public about the critical role of our communities' largely unknown protectors of public safety—our code officials—who assure us of safe, sustainable and affordable buildings that are essential to our prosperity, and;

WHEREAS, “Built to Last” the theme for Building Safety Month 2026, encourages us all to get involved and raise awareness about building safety on a personal, local and global scale, and;

WHEREAS, each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local, state, tribal, territorial, and federal building safety and fire prevention departments, in protecting lives and property.

NOW, THEREFORE, I, Ben C. Clapsaddle Mayor of the Town of Wake Forest, North Carolina, do hereby proclaim the month of May 2026 as Building Safety Month. Accordingly, I encourage our citizens to join us as we participate in Building Safety Month activities.

In official recognition whereof, I hereby affix my signature this 21st day of April 2026.

ATTEST:



Ben C. Clapsaddle, Mayor

Evelyn Wright, Town Clerk

3.B. Proclamation Recognizing the 57th Annual Professional Municipal Clerks Week **PROCLAMATION**

DESIGNATING APRIL 24, 2026 AS ARBOR DAY IN THE TOWN OF WAKE FOREST

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and

cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, *trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and*

WHEREAS, *trees in our Town increase property values, enhance the economic vitality of business areas, and beautify our community; and*

WHEREAS, *trees, wherever they are planted, are a source of joy and spiritual renewal; and*

WHEREAS, *the Town of Wake Forest has been recognized as a Tree City USA for 47 consecutive years by the National Arbor Day Foundation and desires to continue its tree planting tradition.*

NOW, THEREFORE, *I, Ben Clapsaddle, Mayor of the Town of Wake Forest do hereby proclaim Friday, April 24, 2026 as ARBOR DAY in the Town of Wake Forest, and I urge all citizens to support efforts to protect our trees and woodlands and to support our Town's urban forestry program; and*

FURTHER, *I urge all citizens to plant trees to gladden the hearts and promote the well-being of present and future generations.*

This the 21st of April 2026.

Attest

Evelyn Wright, Town



Mayor Ben

3.C Proclamation Recognizing April 22, 2026, as Earth Day in the Town of Wake Forest

PROCLAMATION

DESIGNATING APRIL 22, 2026 AS EARTH DAY IN THE TOWN OF WAKE FOREST

WHEREAS, *April 22, 2026, marks 56 years of worldwide Earth Day celebrations where the first Earth Day in 1970 recognized the importance of every person in preserving our natural resources;*

WHEREAS, *all life forms on Earth have a right to a healthy, sustainable environment and, as caretakers of the planet, we all have an obligation to change human behaviors that contribute to environmental degradation to preserve the Earth's beauty and natural resources; and*

WHEREAS, *this obligation extends not only to today's caretakers but also to future generations of environmental caretakers who will inherit the planet from us; and*

***WHEREAS,** Wake Forest has 561 acres of parks, open space, natural land and trails which enrich the lives of both residents, visitors, and wildlife and provides habitat for various flora and fauna, natural resources, and many diverse recreational opportunities; and*

***WHEREAS,** the Town of Wake Forest proudly recognizes all who participate in Earth Day, for their dedication to taking a proactive role in shaping the future of our environment and protecting precious natural resources, various wildlife, and biological diversity; and*

***WHEREAS,** the Town of Wake Forest will continue to advocate for Earth Day and will support and educate about environmental awareness, natural resource conservation, wildlife conservation, sustainable practices, and more related to the wellbeing of our planet.*

***NOW, THEREFORE,** I, Ben Clapsaddle, Mayor of the Town of Wake Forest do hereby proclaim April 22, 2026 as Earth Day in the Town of Wake Forest, and I encourage all citizens to become engaged in local and global efforts to help improve and protect our environment for all living beings.*

This the 21st day of April 2026.

Attest:

Evelyn Wright, Town Clerk



Mayor Ben Clapsaddle

3.D Proclamation Recognizing May 2026 as "National Bike Month"

PROCLAMATION RECOGNIZING MAY AS "NATIONAL BIKE MONTH"

***WHEREAS,** the bicycle is a viable and environmentally sound form of transportation and an excellent form of recreation; and*

***WHEREAS,** bicycling is an inexpensive form of travel that can be utilized by all ages; and*

***WHEREAS,** creating bicycle-friendly communities improves health, well-being, and quality of life, boosts community spirit, improves traffic safety, and reduces pollution and congestion; and*

***WHEREAS,** the education of bicyclists and motorists as to the proper and safe operation of bicycles is important to ensure the safety and comfort of all road users; and*

***WHEREAS,** bicycling activities and attractions have great potential to have a positive impact on Wake Forest's economy and tourism by making the town an attractive place for businesses and residents who enjoy the outdoors and healthy lifestyles; and*

***WHEREAS,** the Town of Wake Forest has over fourteen miles of greenway trails that span across the entire Town and provide a safe place for residents and visitors of all ages to enjoy and explore; and*

WHEREAS, May has been declared National Bike Month by the League of American Bicyclists since 1956; and

WHEREAS, Bike to Work Day is always the third Friday in May and the Annual Wake Forest Bicycle Safety Rodeo will take place at Meet in the Street May 2nd; and

NOW, THEREFORE, I, Ben C. Clapsaddle, Mayor of the Town of Wake Forest and the Board of Commissioners on behalf of the Wake Forest Planning Department, hereby proclaim May 2026 as NATIONAL BIKE MONTH in the Town of Wake Forest.

This the 21st day of April 2026.

Attest:

Evelyn Wright, Town Clerk



Ben C. Clapsaddle, Mayor

3.E Proclamation Recognizing April 24, 2026, as Arbor Day in the Town of Wake Forest

PROCLAMATION

DESIGNATING APRIL 22, 2026 AS EARTH DAY IN THE TOWN OF WAKE FOREST

WHEREAS, April 22, 2026, marks 56 years of worldwide Earth Day celebrations where the first Earth Day in 1970 recognized the importance of every person in preserving our natural resources;

WHEREAS, all life forms on Earth have a right to a healthy, sustainable environment and, as caretakers of the planet, we all have an obligation to change human behaviors that contribute to environmental degradation to preserve the Earth's beauty and natural resources; and

WHEREAS, this obligation extends not only to today's caretakers but also to future generations of environmental caretakers who will inherit the planet from us; and

WHEREAS, Wake Forest has 561 acres of parks, open space, natural land and trails which enrich the lives of both residents, visitors, and wildlife and provides habitat for various flora and fauna, natural resources, and many diverse recreational opportunities; and

WHEREAS, the Town of Wake Forest proudly recognizes all who participate in Earth Day, for their dedication to taking a proactive role in shaping the future of our environment and protecting precious natural resources, various wildlife, and biological diversity; and

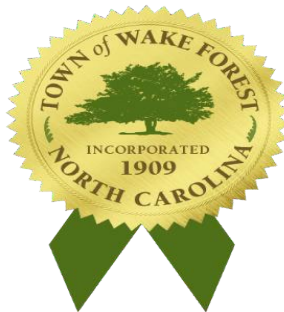
WHEREAS, the Town of Wake Forest will continue to advocate for Earth Day and will support and educate about environmental awareness, natural resource conservation, wildlife conservation, sustainable practices, and more related to the wellbeing of our planet.

NOW, THEREFORE, I, Ben Clapsaddle, Mayor of the Town of Wake Forest do hereby proclaim April 22, 2026 as Earth Day in the Town of Wake Forest, and I encourage all citizens to become engaged in local and global efforts to help improve and protect our environment for all living beings.

This the 21st day of April 2026.

Attest:

Evelyn Wright, Town Clerk



Mayor Ben Clapsaddle

4. Public hearings / Public Comment

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

Mayor Clapsaddle opened the floor for general comments.

Public Comment:

Abby Black – 520 S Main Street – 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, Ritchie Family Properties, located at 1313 N White Street being Wake County PIN

1851089042 being approximately 7.76 acres.

- 5.B Consideration of a Resolution supporting NCDOT's closure of North Main Street during the 2026 July 4th Children's Parade
- 5.C Approval of Appointment to Citizen Advisory Board
- 5.D Approval of a Resolution to Settle All Cases and Issues Remaining in Schooldev v. Wake Forest
- 5.E Approval of a Resolution To Join the Opioid Settlement Agreement Against Six Remnant Defendants

ACTION:

Mover: Commissioner Wright moved to approve the Consent Agenda.

Seconder: Commissioner Sliwinski

Vote: Motion carried 4-0

6. Legislative Items

No Legislative Item presented.

7. Planning Items

No Planning Items presented.

8. Administration and Financial Items

8.A Consideration of Approval of Resolution Authorizing Installment Purchase Financing Agreement (Fire Station 6)

Aileen Staples, Assistant Town Manager and CFO, presented the final step in approving financing for Fire Station #6, noting that the Town received competitive interest rates and opted to reduce the financing term from 15 years to 12 years. The application was submitted to the Local Government Commission on March 27, 2026, with approval anticipated on May 5, 2026. The resolution before the board represents the final authorization needed to proceed. Ms. Staples advised the bond attorney has prepared all financing documents and they have been reviewed by the Town's attorney and the bank's attorney. The board approved the item without additional discussion.

ACTION:

Mover: Commissioner Wright moved to approve the Resolution Authorizing Installment Purchase Financing Agreement (Fire Station 6)

Seconded: Commissioner Sliwinski

Vote: Motion carried 4-0

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. Department Monthly Reports
Received.

12.B. April Tax Report
Received.

12.C. Commissioners Report

Commissioner Wright highlighted the success of recent town events, including the CROP Hunger Walk, noting increased participation and continued growth. Also, Commissioner Wright encouraged residents to take part in upcoming May events and emphasized personal health and wellness, sharing his own experience with fitness and encouraging others to engage in community activities.

Commissioner Cross reported hosting the first Friday Night on White event on April 10th and highlighted strong attendance and community participation. Commissioner Cross advised she and Commissioner Shackelford will be judges at the Building Safety Month's Popsicle House contest on Saturday, April 25th. Commissioner Cross discussed ongoing work by the Age-Friendly Advisory Committee, including data analysis and the presentation of future recommendations to the board in June. Commissioner Cross will be hosting the next "Coffee with a Commissioner" on May 21st. Commissioner Cross also shared involvement with local senior programming and volunteer groups, noting significant charitable contributions such as handmade blankets. Additionally, Commissioner Cross advised of upcoming events including Six Sundays in Spring on April 26th at 5:30 p.m. and the National Day of Prayer at 12 p.m. on May 7th at Town Hall.

Commissioner Fatmi shared participation in several community and regional events, including a STEM event on April 11th, a cultural Holi celebration on April 12th, and a North Carolina League of Municipalities dinner on April 15th that provided opportunities to

collaborate with state and local officials. Commissioner Fatmi also attended a community Fire Department fish fry on April 17th, a retirement celebration for Captain Perkinson, Forest Fest on April 18th, the Northern Community Food Security food drive, a church building dedication, and the 2026 North Carolina Holocaust commemoration at Beth Meyer Synagogue. Commissioner Fatmi emphasized the value of community engagement, cultural diversity, and honoring historical remembrance, noting the significance of continued education and outreach.

Commissioner Sliwinski reported attending the Trentini Scholarship dinner and congratulated the student recipient and met with Caden Seifert, noting the impressive accomplishments of local youth. Commissioner Sliwinski also attended a Northeast Community Coalition meeting, where preparations for Juneteenth are underway, including vendor outreach. Commissioner Sliwinski highlighted upcoming community events such as Building Safety Month activities at Town and Country Hardware and “Meet in the Street” on Saturday, May 2nd encouraging public participation.

Town Clerk Evelyn Wright reminded the board about a prior email regarding participation in the “Tools for Tomorrow” program and requested that commissioners respond with their availability to attend and represent the Town.

Town Manager Kip Padgett had no updates.

Mayor Clapsaddle extended appreciation for staff and volunteers, emphasizing that the Town’s success is driven by their efforts. Mayor Clapsaddle advised of upcoming community events, including concerts and public safety initiatives, the 67th Flag Raising on May 4th, and encouraged residents to stay engaged.

13. Adjournment

ACTION:

Mover: Commissioner Wright moved to adjourn the meeting.

Seconder: Commissioner Sliwinski

Vote: Motion carried 4-0

Mayor Clapsaddle adjourned the meeting at 6:39 pm.

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

(ATTEST)

Ben C. Clapsaddle, Mayor

Evelyn Wright, Town Clerk



DRAFT 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 Shackelford, 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.

Seconded: 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 Shackelford 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 Downtin 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).

Second: Commissioner Shackelford

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.

Second: 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)

Ben C. Clapsaddle, Mayor

Evelyn Wright, Town Clerk



BOARD OF COMMISSIONERS AGENDA ITEM REPORT

Agenda Item No.: 2025-823-

Submitted by: Angela McCray, Human Resources

Submitting Department: Human Resources

Meeting Date: May 19, 2026

Subject

Resolution recognizing Katherine Tharrington on their retirement from the Town of Wake Forest

Recommendation:

item Summary:

ATTACHMENTS:

- [Resolution - Tharrington - FINAL.doc](#)

RESOLUTION xxxx-xx

**RESOLUTION OF APPRECIATION FOR
THE SERVICES OF**

Katherine Tharrington

WHEREAS Katherine “Kathy” was initially hired as a Public Works Administrative Assistant with the Wake Forest Public Works Department for the Town of Wake Forest, effective November 2, 2020, and

WHEREAS, with just over 5 years of service with the Town, Katherine has served unselfishly in this capacity for the good of Wake Forest, and, in recognition of her outstanding service and dedication, we honor a remarkable Administrative Assistant whose unwavering commitment has left a lasting impact on the Public Works Department and the community it serves. Known for her exceptional customer service, she consistently goes above and beyond to assist residents, colleagues, and partners with professionalism, kindness, and efficiency. A true cornerstone of the department, she has been instrumental in holding operations together, ensuring the stability and success of the Solid Waste Program, and providing vital support across the Streets, Urban Forestry, and Fleet Departments. Her positive spirit and natural ability to uplift those around her have made her a cherished morale booster and trusted team member. Through her tireless efforts, attention to detail, and genuine care for others, she has set a standard of excellence that will continue to inspire long after her well-earned retirement.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Wake Forest, North Carolina, that Katherine Tharrington 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 an Administrative Assistant.

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

This is the 19th day of May 2026.

ATTEST:

Evelyn Wright
Town Clerk

Ben Clapsaddle
Mayor



BOARD OF COMMISSIONERS AGENDA ITEM REPORT

Agenda Item No.: 2025-843-
Submitted by: Evelyn Wright
Submitting Department:
Meeting Date: May 19, 2026

Subject

National Senior Health and Fitness Day Proclamation

Recommendation:

item Summary:

ATTACHMENTS:

- [Proclamation2026NationalSeniorHealthandFitnessDayMay27.pdf](#)



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Wake Forest, NC 27587
919.435.9400
wakeforestnc.gov

***PROCLAMATION
NATIONAL SENIOR HEALTH AND FITNESS DAY***

MAY 27, 2026

WHEREAS, May is designated as Older Americans Month and National Physical Fitness and Sports Month; and

WHEREAS, It is appropriate to honor our mature citizens for their many contributions to the vitality and strength of our community; and

WHEREAS, The United States Surgeon General has determined that regular physical activity results in significant health benefits and improved quality of life for older adults; and

WHEREAS, All older adults can participate in activities that improve and maintain their health;

NOW, THEREFORE, I, Ben C. Clapsaddle, Mayor of the Town of Wake Forest, do hereby proclaim Wednesday, May 27, 2026, as NATIONAL SENIOR HEALTH & FITNESS DAY in the town of Wake Forest, NC, and urge all our citizens to support the efforts of local organizations that encourage older adults to enhance their lives through regular physical activity.

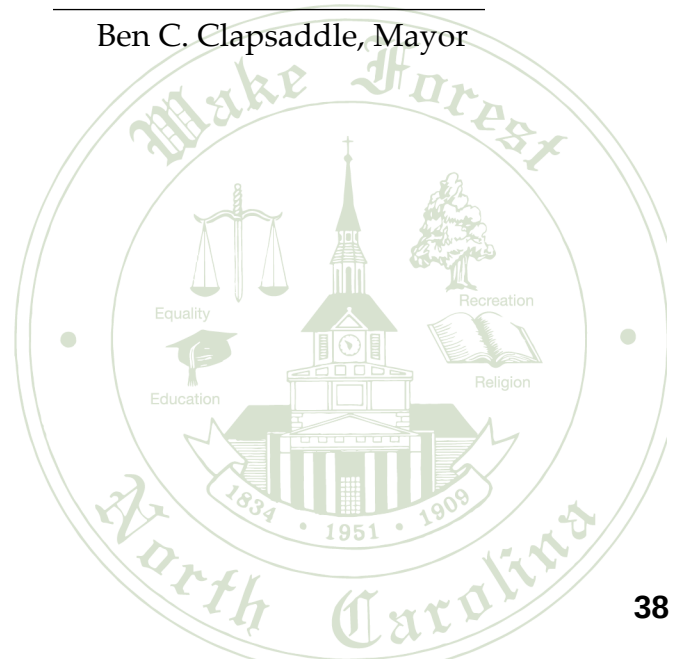
In official recognition whereof, I hereby affix my signature this 19th day of May 2026.

ATTEST:

Evelyn Wright, Town Clerk



Ben C. Clapsaddle, Mayor





BOARD OF COMMISSIONERS AGENDA ITEM REPORT

Agenda Item No.: 2026-876-
Submitted by: Evelyn Wright
Submitting Department:
Meeting Date: May 19, 2026

Subject

Proclamation Chronic Illness & Medical Advocacy Awareness Month May 2026

Recommendation:

item Summary:

ATTACHMENTS:

- [ProclamationChronic Illness & Medical Advocacy Awareness MonthMay2026.pdf](#)



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PROCLAMATION

Chronic Illness & Medical Advocacy Awareness Month

May 2026

WHEREAS, chronic illnesses affect millions of individuals across the United States, many of whom experience complex, multi-system symptoms that can be difficult to diagnose and manage; and

WHEREAS, individuals living with chronic illness often face significant delays in diagnosis, barriers to proper care, and challenges navigating the healthcare system; and

WHEREAS, increased awareness and education surrounding chronic illness can lead to earlier recognition of symptoms, improved patient outcomes, and greater support within communities; and

WHEREAS, medical advocacy plays a vital role in empowering individuals to understand their health, communicate effectively with healthcare providers, and seek appropriate care; and

WHEREAS, fostering a community that supports education, awareness, and advocacy helps ensure that individuals living with chronic illness feel seen, heard, and supported;

NOW, THEREFORE, I, Ben C. Clapsaddle, Mayor of the Town of Wake Forest, North Carolina, do hereby proclaim May 2026 as “Chronic Illness & Medical Advocacy Awareness Month” in Wake Forest, and encourage all residents to recognize the importance of awareness, education, and advocacy in supporting those affected by chronic illness.

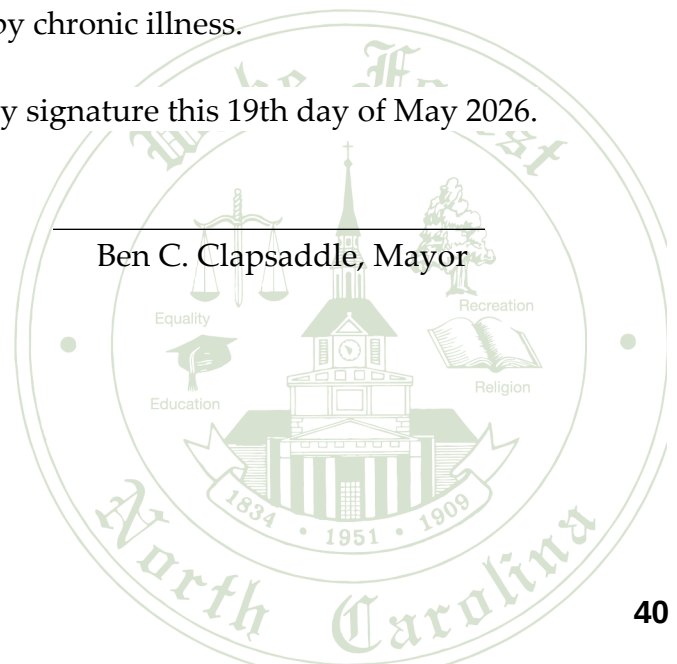
In official recognition whereof, I hereby affix my signature this 19th day of May 2026.

ATTEST:

Evelyn Wright, Town Clerk



Ben C. Clapsaddle, Mayor





BOARD OF COMMISSIONERS AGENDA ITEM REPORT

Agenda Item No.: 2026-881-
Submitted by: Evelyn Wright
Submitting Department:
Meeting Date: May 19, 2026

Subject

Tourette's Syndrome Day Proclamation

Recommendation:

item Summary:

ATTACHMENTS:

- [PROCLAMATION TOURETTE SYNDROME AWARENESS DAY 2026.pdf](#)



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PROCLAMATION RECOGNIZING TOURETTE SYNDROME AWARENESS DAY

WHEREAS, Tourette Syndrome is an inherited neurological disorder that is characterized by involuntary physical and vocal tics that occur many times a day; and

WHEREAS, Tourette Syndrome is often accompanied by other mental health disorders such as attention deficit and obsessive-compulsive disorder, learning disabilities, and anxiety; and

WHEREAS, Tourette Syndrome and persistent tic disorders affect 1 in 50 children. More than 46,000 children ages 5-17 in the State of North Carolina alone are dealing with Tourette Syndrome or Tic disorder, and although some of these cases are aided by medication, there is no standard treatment or known cure for the disorder; and

WHEREAS, there is an important need for more professional help with interest and expertise to identify, counsel, and treat people with Tourette Syndrome, a disorder that is often misdiagnosed and misunderstood; and

WHEREAS, positive actions to assist children and families living with Tourette Syndrome would result from a broadening of public and professional knowledge and acceptance of Tourette Syndrome; and

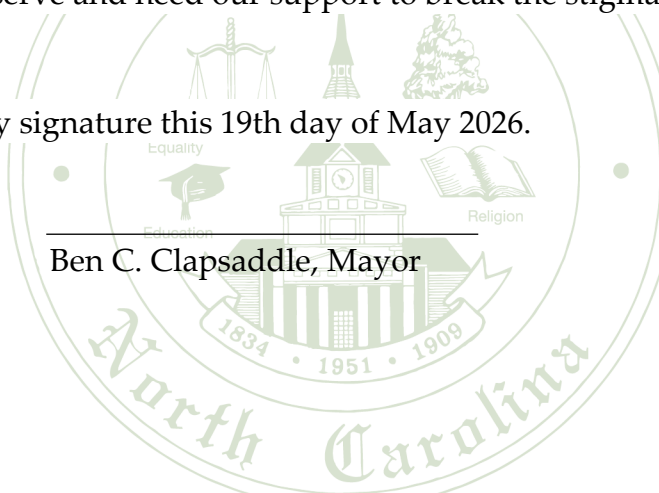
WHEREAS, the Tourette Association of America is actively providing services to families, educating medical professionals and teachers, and supporting research to better understand the signs and treatments of TS;

NOW, THEREFORE, I, Ben C. Clapsaddle, Mayor of City of the Town of Wake Forest, on behalf of the Board of Commissioners, do hereby proclaim June 4, 2026, Tourette Syndrome Awareness Day in the Town of Wake Forest as a special day to promote understanding, compassion, and acceptance for all of our fellow citizens who deserve and need our support to break the stigma that surrounds Tourette Syndrome.

In official recognition whereof, I hereby affix my signature this 19th day of May 2026.

ATTEST:

Evelyn Wright, Town Clerk



Ben C. Clapsaddle, Mayor



BOARD OF COMMISSIONERS AGENDA ITEM REPORT

Agenda Item No.: 2025-805-
Submitted by: Ari Schwartz, Planning
Submitting Department: Planning
Meeting Date: May 19, 2026

Subject

Public hearing on a contiguous annexation submitted by property owners, Ritchie Family Properties, located at 1313 N White Street being Wake County PIN 1851089042 being approximately 7.76 acres.

Recommendation:

Hold the public hearing and continue the public hearing to the June 16 Board of Commissioners meeting.

item Summary:

ATTACHMENTS:

- [Agenda Summary.pdf](#)
- [Attachment A - Legal Description.pdf](#)
- [Attachment B - Annexation Map.pdf](#)
- [Attachment C - Contiguous Annexation Petition.pdf](#)
- [Attachment D - Request for Delay of Vote.pdf](#)

Agenda Item: Public hearing on a petition requesting contiguous annexation submitted by property owners, Ritchie Family Properties, located at 1313 N White Street being Wake County PIN 1851089042 being approximately 7.76 acres.

Summary: The property proposed for annexation is contiguous to the corporate limits of the Town of Wake Forest and is located in the Town of Wake Forest extra-territorial jurisdiction.

On April 21st, 2026, the Board accepted the petition, certified the sufficiency of the annexation petition and adopted the resolution to investigate the annexation petition thus, setting the public hearing date for the annexation petition.

On May 13th, 2026, the applicant provided a request to continue the previously scheduled May 19th public hearing and consideration to the June 16th Board of Commissioners regular meeting.

Attachments: Attachment A - Legal Description
Attachment B - Annexation Map
Attachment C - Contiguous Annexation Petition
Attachment D - Request for Delay of Vote

MORRIS & RITCHIE ASSOCIATES OF NC, PC

AN AFFILIATE OF MORRIS & RITCHIE ASSOCIATES, INC. WHICH
PROVIDES ENGINEERING, ARCHITECTURE, PLANNING, SURVEYING &
LANDSCAPE ARCHITECTURE THROUGHOUT THE MID-ATLANTIC REGION



Annexation Description -

7.761 Acres

Lands of Ritchie Family Properties

Wake Forest Township – Wake County, North Carolina

DB 12728 PG 127

BM 2000 PG 1059

Commencing at N.C.G.S monument “Logging”, lying on the north side of North White Street in Wake Forest, North Carolina, having the North Carolina state plane coordinates
N: 818,847.52 E: 2,151,375.68; Thence South $35^{\circ}36'05''$ West 166.18 feet to an existing iron pipe. Said pipe being the true **Point of Beginning (P.O.B.)** Thence, S $54^{\circ}53'27''$ E for a distance of 54.15 feet to an existing iron pipe, being the beginning of a non-tangential curve, Said curve turning to the left whose long chord bears S $17^{\circ}30'58''$ W, having a radius of 1018.10 feet, to a calculated point; Thence, S $11^{\circ}54'38''$ W for a distance of 178.39 feet to a calculated point, being the beginning of a curve, Said curve turning to the right whose long chord bears S $21^{\circ}09'51''$ W for a distance of 456.38, having a radius of 1418.89 feet, to a computed point, being the beginning of a non-tangential curve. Said curve turning to the right whose long chord bears S $32^{\circ}15'57''$ W for a distance of 167.65 feet, having a radius of 2597.80 feet, to a computed point; Thence, S $34^{\circ}06'49''$ W for a distance of 427.46 feet to an existing iron pipe; Thence, N $27^{\circ}30'57''$ W for a distance of 404.72 feet to an existing iron pipe.
Thence, N $37^{\circ}26'34''$ E for a distance of 1206.28 feet to an existing iron pipe. Being the point of beginning. Containing 338,048 SF or 7.761 AC

5605 Chapel Hill Road, Suite 112, Raleigh, NC 27607 (984) 200-2103 www.mragta.com

Abingdon, MD ♦ Baltimore, MD ♦ Laurel, MD ♦ Towson, MD ♦ Georgetown, DE ♦ New Castle, DE ♦ Leesburg, VA ♦ Raleigh, NC
(410) 515-9000 (443) 490-7201 (410) 792-9792 (410) 821-1690 (302) 855-5734 (302) 326-2200 (703) 994-4047 (984) 200-2103

FLOOD CERTIFICATION

UPON EXAMINATION OF FLOOD INSURANCE RATE MAP, PANEL NUMBER 1773 OF COMMUNITY NUMBER 370245 (TOWN OF WENDELL, ET.) BEARING MAP # 3720117300K, DATED 7/19/2022, THE SUBJECT PROPERTY LIES IN ZONE "X".

ABBREVIATIONS

AC ACRES
AG ABOVE GROUND
BG BELOW GROUND
CLR CENTERLINE OF ROAD
DB DEED BOOK
EX EXISTING
IPF IRON PIPE FOUND
IPS IRON PIPE SET
IRF IRON REBAR FOUND
IRS IRON REBAR SET
MNF MAG NAIL FOUND
MNS MAG NAIL SET
FB FLAT BOOK
P.O.B. POINT OF BEGINNING
P.O.C. POINT OF COMMENCEMENT
PG PAGE
P/L PROPERTY LINE
R/W RIGHT-OF-WAY
SF SQUARE FEET

TOWN CLERK CERTIFICATION

I, EVELYN WRIGHT, TOWN CLERK, TOWN OF WAKE FOREST, NORTH CAROLINA CERTIFY THAT THIS IS A TRUE AND ACCURATE MAP OF ANNEXATION ADOPTED THE DAY OF 2026, BY THE WAKE FOREST BOARD OF COMMISSIONERS. I SET MY HAND AND SEAL OF THE TOWN OF WAKE FOREST,

20

EVELYN WRIGHT

ANNEXATION MAP: AN-26-01, 1313 NORTH WHITE STREET
1.761 ACRES
TOWN OF WAKE FOREST
FULFILLS REQUIREMENTS OF N.C.G.S. 160A-29
ORDINANCE #
ADOPTED:
EFFECTIVE DATE OF ANNEXATION:

I, ADAM D. YASCAVAGE, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION, FROM AN ACTUAL GROUND (CONVENTIONAL) AND GPS SURVEY MADE UNDER MY SUPERVISION, THAT THE GPS SURVEY INFORMATION (METADATA) HAS BEEN REPORTED HEREON UNDER THE "SURVEY CONTROL/GRID TIE NOTES", THAT SURVEYED PROPERTY LINES SHOWN HEREON ARE BASED UPON THE DEEDS AND PLATS REPORTED HEREON, THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS SUCH AND ARE BASED UPON THE DEEDS AND PLATS REPORTED HEREON, THAT THE RATIO OF PRECISION AS CALCULATED BEFORE ADJUSTMENT IS 1:10,000 ±; THAT THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 25th DAY OF FEBRUARY, A.D., 2026.

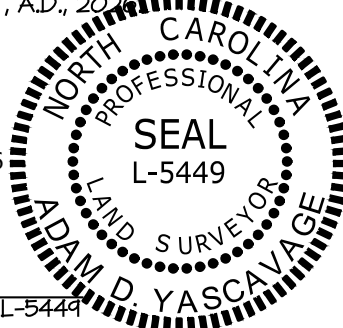
2/25/2026

Signed by:

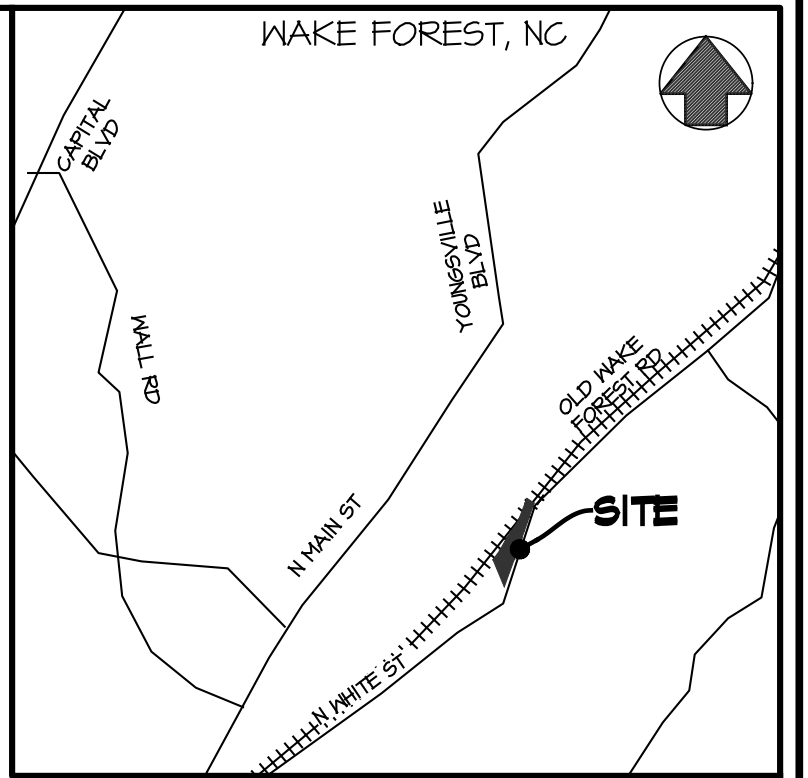
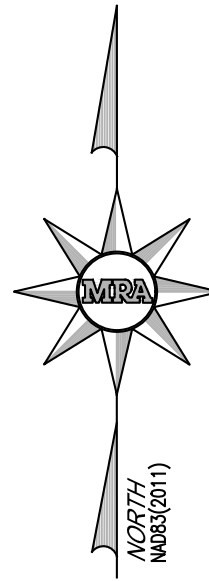
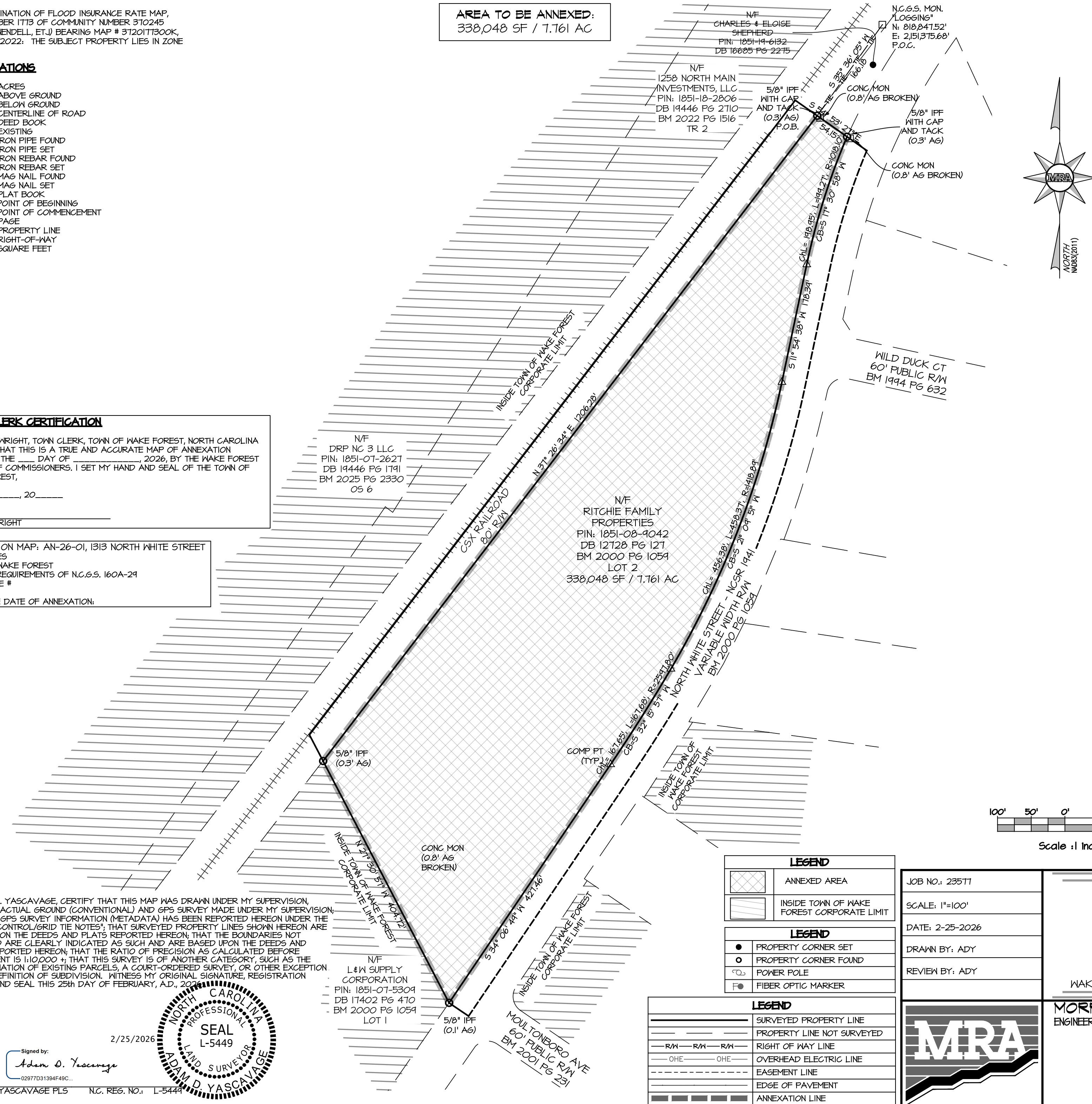
Adam D. Yascavage

02977031394F49C...

ADAM D. YASCAVAGE PLS N.C. REG. NO.: L-5449



AREA TO BE ANNEXED:
338,048 SF / 7.761 AC

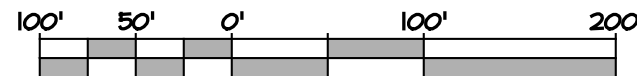


VICINITY MAP

SCALE: N.T.S.

SURVEY NOTES

- THE PURPOSE OF THIS PLAT IS TO ILLUSTRATE AREA TO BE ANNEXED INTO THE TOWN OF WAKE FOREST CORPORATE LIMITS.
- HORIZONTAL DATUM IS NAD '83/2011 NC STATE PLANE COORDINATES.
- AREA COMPUTED BY COORDINATE METHOD. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES IN US SURVEY FEET, UNLESS NOTED OTHERWISE.
- ALL RIGHT-OF-WAYS ARE PUBLIC, UNLESS NOTED OTHERWISE.
- SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE OR ANY OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
- NO DETERMINATION HAS BEEN MADE BY THE SURVEYOR AS TO THE FOLLOWING:
A. UNDERGROUND UTILITIES & STORAGE FACILITIES
B. WETLANDS
C. GRAVES, CEMETERY'S, OR BURIAL GROUNDS
- MORRIS & RITCHIE ASSOCIATES OF NC, PC, CAN ONLY LOCATE UTILITIES THAT ARE ABOVE GROUND AT THE TIME OF FIELD SURVEY. UNDERGROUND LINES SHOWN HEREON ARE APPROXIMATE OR AS REPORTED BY VARIOUS RESPONSIBLE PARTIES. LOCATION OF UNDERGROUND UTILITIES ARE APPROXIMATE AND MUST BE FIELD VERIFIED. CALL N.C. ONE CALL CENTER BEFORE DIGGING AT 811. SURVEYOR DOES NOT GUARANTEE THAT ANY UNDERGROUND STRUCTURES SUCH AS UTILITIES, TANKS AND PIPES ARE LOCATED HEREON.
- THE CONTRACTOR/OWNER SHALL BE RESPONSIBLE FOR VERIFYING ALL MINIMUM BUILDING SETBACK REQUIREMENTS WITH THE BUILDING INSPECTIONS DEPARTMENT PRIOR TO CONSTRUCTION.
- ALL PROPERTY CORNERS SET ARE 5/8" IRON PIPES SET FLUSH WITH THE EXISTING GROUND AT THE TIME OF SURVEY, UNLESS OTHERWISE NOTED HEREON.



Scale : 1 Inch = 100 ft.

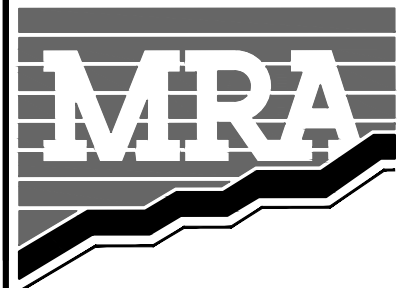
AN-26-01

LEGEND	
	ANNEXED AREA
	INSIDE TOWN OF WAKE FOREST CORPORATE LIMIT

LEGEND	
	PROPERTY CORNER SET
	PROPERTY CORNER FOUND
	POWER POLE
	FIBER OPTIC MARKER

LEGEND	
	SURVEYED PROPERTY LINE
	PROPERTY LINE NOT SURVEYED
	RIGHT OF WAY LINE
	OVERHEAD ELECTRIC LINE
	EASEMENT LINE
	EDGE OF PAVEMENT
	ANNEXATION LINE

JOB NO.: 23571
SCALE: 1"=100'
DATE: 2-25-2026
DRAWN BY: ADY
REVIEW BY: ADY



**ANNEXATION MAP
FOR THE TOWN OF WAKE FOREST**

FOR: VOLTA GLOBAL
PIN: 1851-08-9042
AN-26-01
1313 NORTH WHITE STREET
WAKE FOREST, NC 27587
WAKE FOREST TOWNSHIP - WAKE COUNTY - NORTH CAROLINA

MORRIS & RITCHIE ASSOCIATES OF NC, PC
ENGINEERS, ARCHITECTS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
530 HINTON POND RD., STE 104
KNIGHTDALE, NC 27545
(984) 200-2103
LICENSE # C-4182
WWW.MRAGTA.COM
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TOWN of WAKE FOREST

Planning Department
Wake Forest Town Hall – 3rd Floor
301 S. Brooks Street
Wake Forest, NC 27587
t 919.435.9510
f 919.435.9539
www.wakeforestnc.gov

CONTIGUOUS ANNEXATION PETITION APPLICATION

(Last updated: July 2013)

Submittal Date: 2/24/2026

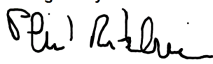
To the Board of Commissioners of the Town of Wake Forest:

I/we the undersigned owner(s) of real property respectfully request that the area described in the paragraph below and as shown in the attached survey map of the property be annexed into the Town of Wake Forest.

The area to be annexed is contiguous to the Town of Wake Forest corporate limits and the boundaries of such territory are as follows *(attach or insert below a metes & bounds description with a matching survey map)*:

See attached for metes & bounds description and survey map.

Note: If ownership is a corporation or partnership, please provide such name and the name and signature of the person authorized to sign on behalf of the corporation or partnership. If in joint ownership, please provide names and signatures of ALL owners.

<u>Ritchie Family Properties</u>	<u>1017 Bearglades Ln, Raleigh, NC 27615</u>	Signed by:  A65F8B797867404...	<u>2/23/2026</u>
Name	Address	Signature	Date
Name	Address	Signature	Date
Name	Address	Signature	Date
Name	Address	Signature	Date

For additional information or assistance, please call the Planning Department at (919) 435-9510.

May 13th, 2026

Town of Wake Forest Board of Commissioners
301 S. Brooks Street
Wake Forest, NC 27587

RE: Request to Delay Annexation Hearing – 1313 N White St, Wake Forest, NC

Dear Wake Forest Board of Commissioners,

On behalf of the applicant for the proposed annexation (AN-26-01) of 1313 N White St, Wake Forest, NC (PIN: 1851-08-9042), we respectfully request that the Board delay consideration of the annexation request currently scheduled for the May 19, 2026 Board of Commissioners meeting until the June 16, 2026 Board of Commissioners meeting.

As the applicant has continued evaluating the proposed development of the property, additional time is needed to further review project feasibility. Delaying the hearing would allow the applicant additional time to complete this analysis and continue coordination with the project team prior to proceeding with the annexation request.

We appreciate the Town staff's time and coordination throughout this process and respectfully request the Board's consideration of this request. Please let us know if any additional information is needed.

Thank you for your time and consideration.

Sincerely,
Nick Moston
High House Capital



BOARD OF COMMISSIONERS AGENDA ITEM REPORT

Agenda Item No.: 2026-851-

Submitted by: Aileen J. Staples, Administration

Submitting Department: Administration

Meeting Date: May 19, 2026

Subject

Public Hearing to receive public comment on the proposed FY 2026-2027 Annual Operating Budget

Recommendation:

item Summary:

ATTACHMENTS:

- [Public Hearing on Proposed Budget_Summary.pdf](#)

Public Hearing to receive public comment on the proposed FY 2026-2027 Annual Operating Budget

Summary:

The public hearing is to receive comments on the proposed FY 2026 -2027 Budget.

The Board and staff will discuss the proposed budget at the June 2 work session with approval scheduled for the regular June 16 meeting.



BOARD OF COMMISSIONERS AGENDA ITEM REPORT

Agenda Item No.: 2026-865-
Submitted by: Evelyn Wright
Submitting Department:
Meeting Date: May 19, 2026

Subject

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.

Recommendation:

item Summary:

ATTACHMENTS:



BOARD OF COMMISSIONERS AGENDA ITEM REPORT

Agenda Item No.: 2026-850-

Submitted by: Aileen J. Staples, Administration

Submitting Department: Administration

Meeting Date: May 19, 2026

Subject

Approval of Budget Ordinance Amendment # 5 - FY 2026-2027

Recommendation:

Approval as submitted

item Summary:

ATTACHMENTS:

- [Budget Ordinance Amendment_summary.pdf](#)
- [Budget Ordinance Amendment # 5 FY 2025-2026.pdf](#)

Agenda Item: Budget Ordinance Amendment # 5 – FY 2025-2026

Summary: North Carolina General Statutes 159-15 authorizes the governing board to amend the budget ordinance at any time after the ordinance is adopted. Amendments generally include additional revenues, appropriations from contingency for unforeseen events, transfers to/from capital reserve funds and/or fund balance and periodic modifications to capital projects funds.

Attachments: Summary worksheets

Budget Amendment # 5

General Fund Budget Amendment Worksheet For the fiscal year ending June 30, 2026

		Prior Budget	Current Budget	Amended
Estimated Revenues:	Dept.	Budget Adopted	Amendments	Budget
General Fund revenues		\$ 87,246,150	1,494,510	332,950
				89,073,610
Total Revenues		87,246,150	1,494,510	332,950
				89,073,610
Appropriations:				
Board of Commissioners	410	409,250		725,000
Legal Services	412	489,630	4,500	20,000
Town Manager's Office	420	1,059,335	10,000	8,000
Town Clerk	421	299,600		
Organizational Performance	422	745,350		
Budget Management	423	491,600	16,000	38,000
Communications	425	1,450,765		25,000
Human Resources	430	1,290,105		
Risk Management	431	1,205,650	45,000	15,000
Downtown Development	435	588,200		
Financial Services	440	1,674,505		29,950
Information Technology	445	2,381,430		
Inspections	480	2,367,660	37,850	-
Planning	490	5,544,775	28,621	
Public Facilities	500	3,157,980	725,170	
Public Safety: Police	510	19,363,325	33,308	
Public Safety: Fire	520	13,950,725	568,005	174,000
Public Works:				
PW Administration	530	329,535		
Urban Forestry	535	742,995	2,500	11,500
Fleet Maintenance	550	727,290		
Streets	560	4,692,595	396,544	
Solid Waste	580	6,875,705	47,449	
Engineering	540	2,066,010	382,346	-
Parks, Recreation & Cultural Resources	620	6,940,425		23,000
Center for Active Aging	630	652,755	137,650	
Transfers	999	14,478,305		
Total Appropriations		93,975,500	2,434,943	1,069,450
				97,479,893
Estimated revenues over total appropriations		\$ (6,729,350)	\$ (940,433)	\$ (736,500)
				\$ (8,406,283)
Other financing sources (uses):				
Sale of assets		720,000		
Installment note proceeds		2,329,000	(896,500)	
Lease Financing				
Operating transfers from other funds:				
Special Revenue Fund - DMSD		156,700		
Special Revenue Fund - Police		68,500		
Special Revenue Fund - Futures Fund				
Housing Initiatives Fund		65,000		
Rec Capital Reserve Fund - Rec Impact Fees		492,650		
Gen Capital Reserve Fund		-	11,500	
Proceeds from NCCHIP Reserve		375,000		
Appropriated Fund Balance		2,522,500	1,836,933	725,000
				5,084,433
Total other financing sources		6,729,350	940,433	736,500
				8,406,283
Estimated revenues and other sources over appropriations and other uses		\$ -	\$ -	\$ -
				\$ -

Budget Amendment # 5
Town of Wake Forest
Budget Amendment Request
For the fiscal year ending June 30, 2026
GENERAL FUND

Funds coming from (revenue increase/expenditure decrease):						
	Fund	Dept	Account	Project/Department	Account Description	Amount
1	100	000	4990	N/A	Appropriated Fund Balance	725,000
2	100	000	4303	N/A	Penalties & Interest	5,000
	100	000	4356	N/A	Development Permit	27,300
	100	000	4357	N/A	Site Plan Review	23,100
	100	000	4358	N/A	Commercial Building Plan Review	2,800
	100	000	4359	N/A	Traffic Study Fees	23,100
	100	000	4366	N/A	Fire Prevention Plan Review	1,650
	100	000	4370	N/A	Erosion Control Permits	16,500
	100	000	4410	N/A	Cemetery Plot Sales	1,800
	100	000	4417	N/A	Off Duty Police Officer	25,000
	100	000	4490	N/A	Recreation - Special Programs	23,000
	100	000	4300	N/A	Ad Valorem Taxes - Current	183,700
3	100	000	4710	N/A	Interfund Transfers (PILOT \$)	11,500
4	100	630	5102	Center for Active Aging	Salaries & Wages - PT	30,795

1,100,245

Funds going to (expenditure increase/revenue decrease):					
Fund	Dept	Account	Project/Department	Account Description	Amount
100	410	5310	Board of Commissioners	Professional Services - Legal	725,000
100	412	5310	Legal Services	Professional Services - Legal	20,000
100	420	5580	Town Manager's Office	Travel/Training/Schools	8,000
100	423	5100	Budget Management	Salaries & Wages	30,500
100	423	5200	Budget Management	Group Insurance	7,500
100	425	5405	Communications	Marketing/PR/Communications	25,000
100	431	5520	Risk Management	Insurance & Bonds	15,000
100	440.360	5251	Financial Services - Accounting	Unemployment Tax	29,950
100	520	5435	Fire	R/M - Vehicles	129,000
100	520	5520	Fire	Insurance & Bonds	45,000
100	620.420	5491	PRCR - Park Maintenance	Greenway Maintenance	17,200
100	620.415	5400	PRCR - General Programs	Postage & Shipping	1,000
100	620.400	5335	PRCR - Admin	Professional Services - Consulting	4,800
100	535	5490	Urban Forestry	Urban Forestry Projects	11,500
100	630	5610	Center for Active Aging	Computer Supplies	3,900
100	630	5617	Center for Active Aging	Furniture/Office Upfit	14,895
100	630	5650	Center for Active Aging	Recreation - Programs	12,000

1,100,245

Explanation:

- 1 - Appropriated fund balance to recognize SchoolDev settlement approved by Board of Commissioners - full expenditure accrued for FY 2026, but payments will occur through 2028.
- 2 - Recognize additional revenues received or projected and allocate to respective line items to reflect actual through May 31, 2026.
- 3 - Allocate funds from payment-in lieu (PILOT) to cover costs of tree planting.
- 4 - Reclassify budgeted expenditures in CFAA to reflect actual through May 31, 2026.

Budget Amendment # 5
Town of Wake Forest
Budget Amendment Request
For the fiscal year ending June 30, 2026
STORMWATER FUND

[illegible]

Explanation:

- 1 Reclassify revenues and expenses to reflect actual activity projected through June 30, 2026 and allocate funds to be transferred to Stormwater Capital Reserve Fund.

[illegible]



BOARD OF COMMISSIONERS AGENDA ITEM REPORT

Agenda Item No.: 2025-761-

Submitted by: Ella Dowtin, Administration

Submitting Department: Administration

Meeting Date: May 19, 2026

Subject

Department Monthly Reports

Recommendation:

item Summary:

ATTACHMENTS:

- [April 2026 Monthly Report.pdf](#)

APRIL 2026| Department Monthly Report



Center for Active Aging

ACTIVITY		REVENUE COLLECTED	
Total Active Members	2,001	April Collections	Amount
Number of Events Hosted	0	Classes	\$6,978
Number of Programs Hosted	483	Donations	\$272
Total Events Attendance	0	Miscellaneous	\$1,000
Total Programs Attendance	5,109		

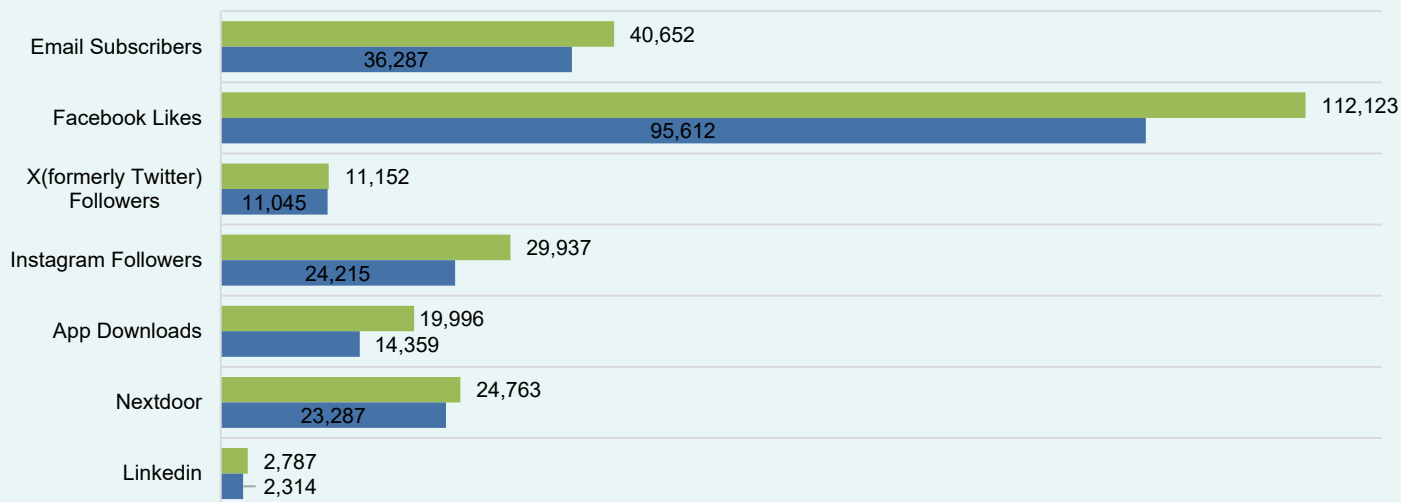
Updates: N/A

Communications

ANNOUNCEMENTS		TOP 5 VIEWED PAGES ON WEBSITE		
Media Releases	40	RANK	PAGE	VIEWS
Email Announcements	23	1	Forms & Applications	33,068
Town-to-Resident Phone Calls/Texts	21	2	Home	7,742
		3	Friday Night on White	5,799
		4	Jobs	2,973
		5	Six Sundays in Spring	1,970

SUBSCRIBERS

■ APR-26 ■ APR-25



Downtown Development

OCCUPANCY

	APR - JUN 2026	APR - JUN 2025
Occupancy Rate in Percentage	94 %	90%

NEW BUSINESSES

	APRIL 2026	FISCAL YEAR-TO-DATE
Number of New Businesses	2	9
Number of Businesses Closed	0	2

UPDATES PROVIDED QUARTERLY

EVENTS

THIRD QUARTER EVENTS (APR -JUN)	ATTENDANCE IN 2026	ATTENDANCE IN 2025
Friday Night on White	10,000	5,000
Forest Fest	4,500	4,500

April saw the return of event season in downtown with Friday Night on White kicking off the 11th season on April 10 with Bounce! Party Band and Forest Fest, presented by Wake Forest Downtown, Inc. (WFD), returning for the 5th year on April 18, 2026. Both events were well attended and Forest Fest incorporated new entertainment ideas and an inclusive market in addition to the traditional vendors and educational nonprofits.

WFD in coordination with the Public Art Commission facilitated the 2nd installment of Wheel Stop Art at Town Hall. Art students from Wake College and Career Academy used patriotic colors and theming for the lot.

YarnSplosure 2026 was installed on April 8. This project was coordinated by WFD and neighbors, artists, and friends joined hands to create stunning yarn flowers to line some of the railings on S. White Street. Community partners such as Wake Forest Woman's Club, The Knotty Sheep, and Wake Forest Center for Active Aging were also instrumental in helping complete this project.

Downtown Director and Program Specialist attended Main Street Now Conference in Tulsa, Oklahoma April 12-15.

Economic Development

WFBIP MONTHLY NEWSLETTER

[VIEW](#)

The Wake Forest Business & Industry Partnership Quarterly Report is updated at the end of each quarter.

Use Chrome, Firefox, Safari, or Edge to view the newsletter and/or the report.

BUSINESS RETENTION & EXPANSION

NAMES OF BUSINESSES VISITED THIS MONTH

Black & White Coffee

Kirby Ventures

Piedmont Federal Bank Wake Forest

REQUESTS FOR INFORMATION (RFIs)

	APRIL 2026	APRIL 2025
Number of Responses to RFIs	1	1

Engineering

PROJECT UPDATES

Street Resurfacing	Concrete work continues progressing ahead of asphalt paving. Asphalt paving is scheduled to start in April. Approximately 14 miles of roadways will be resurfaced.
S. Franklin Street	Paving is complete. Substantial completion is anticipated in May.
HL Miller Park Stream Restoration & Greenway Improvements	The grand opening ceremony is set for Friday, May 8th.
Dunn Creek Greenway Phase III	The grand opening ceremony is set for Friday, May 8th.
Dunn Creek Greenway Phase IV	The grand opening ceremony is set for Friday, May 8th.
Crenshaw Stream Restoration Site 5	The project is complete and awaiting final payment.
Crenshaw Stream Restoration Site 6	The project is complete and awaiting final payment.
Traffic Signal- Forestville Rd at Coach Lantern	Construction has begun. Anticipated project completion in the Fall/Winter.

Finance

FINANCIAL TASKS COMPLETED

TAX RETURNS & REPORTS	COMPLETION DATE
NC Sales & Use Tax Form E500 & Payment	4-08-2026
ORBIT/LGERS Report – NC State Treasurer	4-08-2026
941/NC-5Q Quarterly Payroll Tax Returns	4-08-2026
NC ESC Report	4-10-2026
Food & Beverage Tax Report	4-13-2026
Utility Sales Tax Return – E500 E	4-15-2026
Gross Receipts Tax Report	4-17-2026
BLS Department of Labor Report	4-30-2026
ACCOUNTING/FINANCE	AMOUNT
Number of Invoices Paid by Check	390
Number of Invoices Paid Electronically	84
Number of Invoices Paid with P-Card	943
Number of Active Grants	14

PURCHASING / WAREHOUSE

Purchase Orders Processed	42
New Vendors Set Up	9
Informal Quotes	15
\$ Received Surplus Items Sold	\$153,308
Number of Bids Placed	2
HUBSCO Reports	0

GENERAL TASKS & OTHER ITEMS

TASK	COMPLETION DATE
ARPA Quarterly Expenditure Report submitted to U.S. Treasury	4-23-2026
Tyler Payments for Utilities & Customer Service go-live	3-30-2026

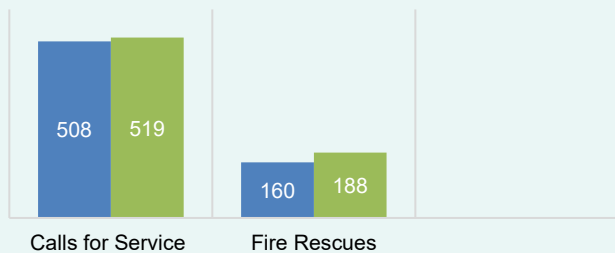
Fire

KEY STATS

	APRIL 2026	APRIL 2025
Calls for Service	508	519
Average Response Time	284	4:23

FIRE-KEY STATS

■ APR-26 ■ APR-25

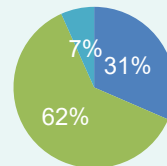


TYPES OF CALLS

	APRIL 2026	APRIL 2025
Fire	160	188
Medical	314	293
Motor Vehicle Accidents (MV24A)	34	38

TYPES OF CALLS

■ Fire ■ Medical ■ MVAs



Human Resources

EMPLOYMENT

	APRIL 2026	APRIL 2025
Positions filled	452	427
Vacancies	15	27
Total Authorized Positions FY 2025–2026	472	454

PROMOTIONS/TRANSFERS

NAME	DEPARTMENT	POSITION	DATE
Heather Mitchell	Finance	Procurement Specialist	4-27-2026
Wynne Gooding	Finance	Accounting Specialist	4-27-2026
Christopher Minor	Police	Captain	4-12-2026
David Nguyen	Police	Telecommunications Supervisor	4-12-2026
Brian Harris	Police	Sergeant	4-12-2026
Brandon Cribb	Police	Lieutenant	4-12-2026
Jason Shedd	Police	Corporal	4-26-2026

Information Technology

SERVICE STATS

	APRIL 2026	APRIL 2025
Service Requests Completed	845	601
Network Uptime Percentage	100%	99%

Inspections & Public Facilities

RESIDENTIAL PERMITS

	APRIL 2026	APRIL 2025
Single-Family Dwelling	66	4
Townhomes	100	8
Duplexes	6	0
Multi-Family Dwelling Units	0	11
Other	154	167
Total	354	190

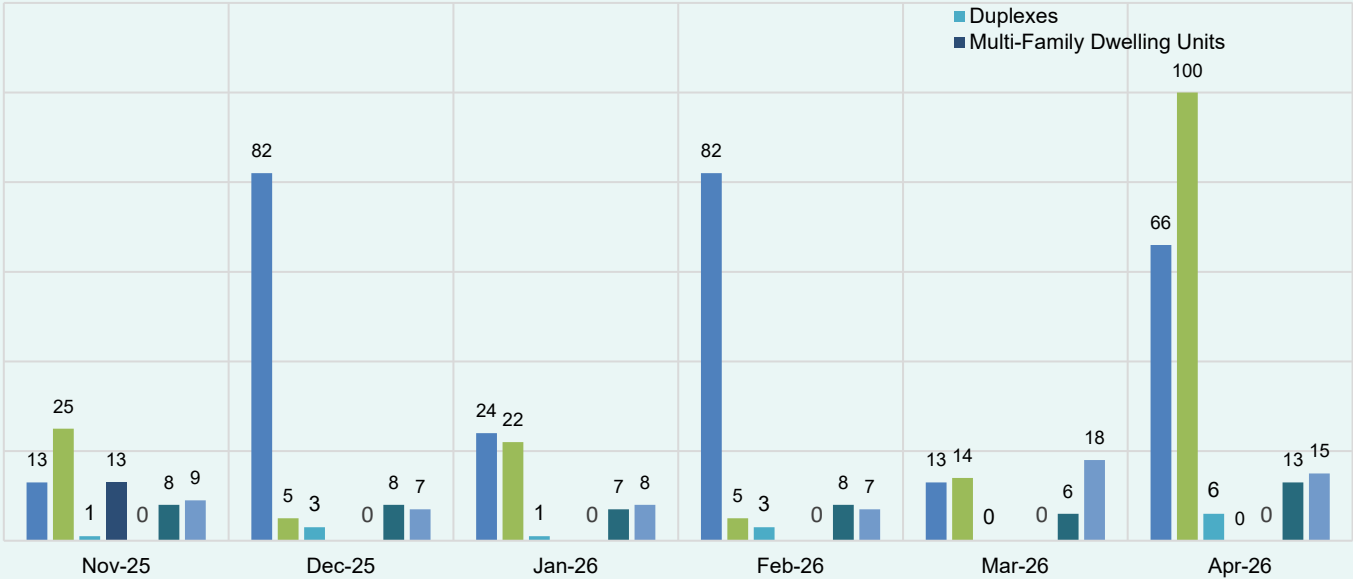
NON-RESIDENTIAL PERMITS

	APRIL 2026	APRIL 2025
New Commercial	1	1
Fit-Ups	0	2
Other	39	27
Total	40	30

Inspections & Public Facilities

RESIDENTIAL BUILDING PERMITS (last 6 months)

- Single-Family Dwelling
- Townhomes
- Duplexes
- Multi-Family Dwelling Units

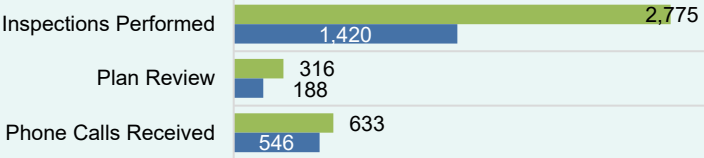


PUBLIC FACILITIES

	APRIL 2026	APRIL 2025
Preventative Maintenance Completed	661	584
Reactive Work Orders	145	159

DEPARTMENTAL PRODUCTIVITY

- APRIL 2026
- APRIL 2025



BUSINESSES

NEW COMMERCIAL BUSINESSES

FARM BUREAU INSURANCE	11220 CAPITAL BLVD
FIT-UPS	
PRE-OCCUPANCIES	
BRUMA WAKE FOREST INC	1898 S FRANKLIN ST 114
EXECUTIVE LEGAL	1764 HERITAGE CENTER DR 204
VICTORY THROUGH JESUS PROPERTY GROUP	839 WAKE FOREST BUSINESS PARK C
MERCIER CREATION LABS LLC	745 MERRITT CAPITAL DR 121
ALPHABET SOUP TUTORING	10520 LIGON MILL RD 108
MAGPIE AND CROW (EXPANSION)	143 WAIT AVE
RAILWAY SMOKE AND BEVERAGE	306 S WHITE ST
ELIZABETH JOHNSON - (OWNER PWR CHANGE)	306 S WHITE ST
CAROLINA GUNRUNNERS - (OWNER PWR CHANGE)	1209 S MAIN ST

Organizational Performance

NORTHERN COMMUNITY FOOD SECURITY TEAM (NCFST)

Staff Hours	30 hrs./week
Updates	Easter box pickup & distribution Produce pickup - 4x Stock MP - 8x Canned Food Drive - 2x Food Summit Planning - 2x TAM/MP pickup - 2x Mobile Mkt - 2x
Event	2026 GSV Appreciation Lunch

GUEST SERVICES VOLUNTEER (GSV) PROGRAM

Active	21
Inactive	1 (Health Issues)
Onboarding	N/A
Hours (APRIL)	156

Parks, Recreation & Cultural Resources

ATHLETICS

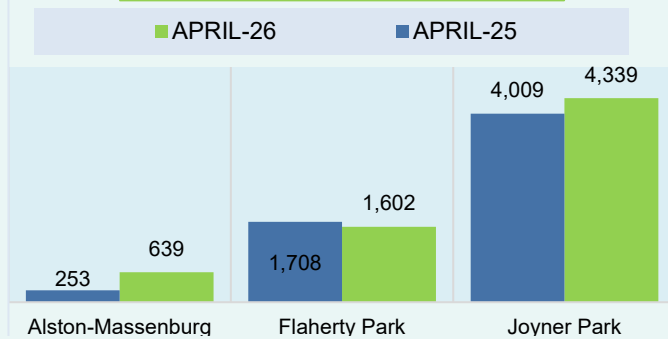
	APRIL 2026	APRIL 2025
Registrations Received – Youth	286	294
Registrations Received – Adult	0	0
Games Held	94	131
Revenue	\$24,430	\$21,105

[VIEW](#)

RECONNECT PROGRAM GUIDE

The program guide is updated twice per year in January and July.

VISITORS TO COMMUNITY CENTERS



PROGRAMS

	APRIL 2026	APRIL 2025
Registrations Received – Youth	165	187
Registrations Received – Adult	152	162
Classes/Programs Held	42	47
Revenue	\$9,933	\$7,096

PARK MAINTENANCE

TYPE OF MAINTENANCE	QUANTITY
Vandalism	5
Reactive Maintenance	8
PM Inspections & Services	14
Evening & Weekend Park Services	17

FACILITY RENTALS

	APRIL 2026	APRIL 2025
Athletic Fields	3	2
Joyner Park Outdoor / Open Space	0	4
General Outdoor / Open Space	0	0
Picnic Shelters	0	1
Wake Forest Community House	12	11
Joyner Park Community Center	2	3
Flaherty Park Community Center	0	0
Alston-Massenburg Center	3	1

VISITORS TO AQUATIC CENTER & SPRAYGROUND

	APRIL 2026	APRIL 2025
Aquatic Center	0	0
Taylor Street Sprayground	0	217

Planning

DEVELOPMENT SERVICES MONTHLY REPORT [VIEW](#)

ZONING VIOLATIONS DASHBOARD [VIEW](#)

Use Chrome, Firefox, Safari, or Edge to view the newsletter and/or the report.

CERTIFICATES OF APPROPRIATENESS

	APRIL 2026	APRIL 2025
COAs Received	1	0
COAs Approved	1	0

Police

KEY STATS

	APRIL 2026	APRIL 2025
Calls for Service	4,662	4,430
Vehicle Crashes	189	181

Public Works

Streets: Fairview Club Sidewalk Project, Sidewalk Trip Hazard Repaired-335', Asphalt Potholes Repaired-17(54 Tons), Cardinal Dr. Pipe Replacement/headwall installation, Event Assistance- FNOW, Forest Fest/Shred Event, and Yearly Vehicle Inspections

Fleet: Fleet completed 217 work orders in April for a combined shop productivity average of 66% of billable hours. The mechanics had a combined total of 2.5 hours of training.

Solid Waste: We had several litter pickups in April (due to Earth Day) that resulted in hundreds of pounds of waste being removed and that does not include the several bulky items removed or the several tires recycled from the cleanups. We had a successful paper shred and e-waste recycling event – we had nearly 700 cars come through and recycled a full truck load of e-waste and almost 25,000 lbs. of shredded paper. Forest Fest – 4/18/26, Public Works had a table at Forest Fest and interacted with many residents about sustainability and many other topics.

Urban Forestry: Removed 107 trees, removed numerous hazards, Christopher Williamson went to employee training in Asheville for renewing certifications (continue ed), and cleared Deacon's Ridge between Elm and Cala Lilly Ln

Admin: Started working on employee appreciation and team building for PW week and re-worked existing SOP for Administrative Specialist job

RECYCLING

	APRIL 2026	APRIL 2025
Volunteer Collected Litter	925	525
Volunteer Collected Recycling	50	175
Volunteer Hours	200	61
Volunteer Miles of Streets	3	3
Sections of Roads Cleaned (not miles)	2	2
Number of Creeks Cleaned	3	4
Number of Litter Kits Issued / Returned	61	39

SOLID WASTE

	APRIL 2026	APRIL 2025
New Construction Homes Added	20	64
New Cart Sets	20	64

CEMETERY

	APRIL 2026	APRIL 2025
Number of Plots Sold	0	0
Number of Niches Sold	0	4
Total Plots Available	0	0

Renaissance Centre for the Arts

RENAISSANCE CENTRE BROCHURE

VIEW

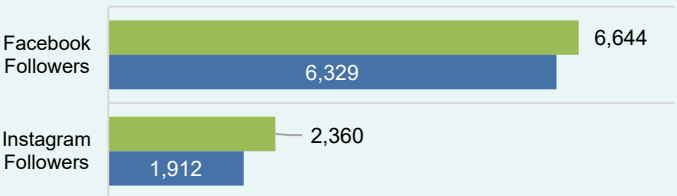
EVENT & PROGRAM ATTENDANCE

	APRIL 2026	APRIL 2025
Monthly In-Person Attendance	2,493	1,600
Virtual Views	4,369	1,285
Ticketed Events Held	8	23
Free Events Held	3	1

SOCIAL ENGAGEMENT

■ APRIL-26

■ APRIL-25



Highlights for April 2026 for the Renaissance Centre

The Wake Forest Renaissance Centre hosted its annual Donor Appreciation Event on April 9, where donors at all levels and volunteers enjoyed food, music, and a sneak preview of the upcoming mainstage season. On April 17, the Centre welcomed art enthusiasts to a free reception for a mixed media visual arts exhibition featuring three local artists, with works inspired by springtime and nature; the exhibit remained on display through June 4. On April 25, the Wake Forest Renaissance Center presented two sold out performances of Shadows of the 60s, featuring the unforgettable music of The Supremes, The Four Tops, The Temptations, and more, brought to life with dazzling costumes, choreography, and powerhouse vocals. Featuring top musicians who had toured with the original legends, the high energy production recreated the magic of Motown in an interactive show enjoyed by audiences of all ages.

Wake Forest Power

CUSTOMER SUMMARY

	APRIL 2026	APRIL 2025
Electric Meters/Customers	8,328	7,986
Pre-Pay Power Customers	123	412
H.O.P.E. Participants	42	41
N.C. GreenPower Participants	16	16

POWER OUTAGES

	APRIL 2026	APRIL 2025
Total Number of Customers Affected by Outages this Month	91	144
Average Number of Customers Affected per Outage	30	36

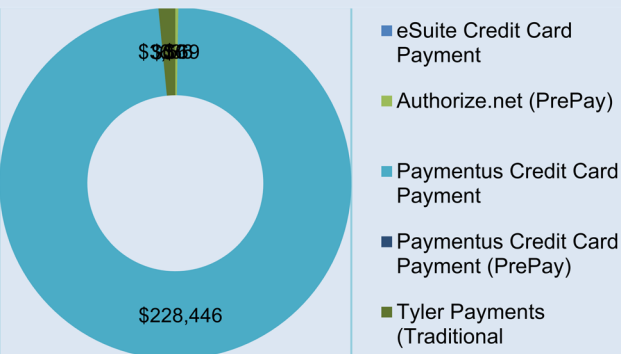
PAYMENTS RECEIVED

	APRIL 2026	APRIL 2025
eSuite Credit Card Payments	\$0	\$129,749
Authorize.net (Pre-Pay)	\$636	\$0
Paymentus CC Payments	\$228,446	\$1,211,276
Paymentus CC Payments (Pre-Pay)	\$0	\$52,302
Tyler Payments (Traditional)	\$3,569	\$0

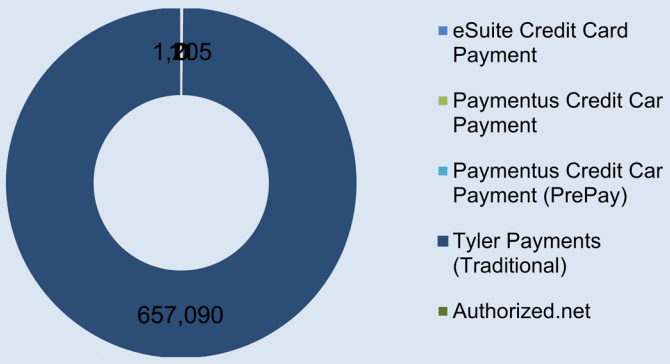
NUMBER OF TRANSACTIONS

	APRIL 2026	APRIL 2025
eSuite Credit Card Payments	0	309
Paymentus CC Payments	1,205	6,997
Paymentus CC Payments (Pre-pay)	0	1,327
Authorized.net (Pre-Pay)	11	0
Tyler Payments (Traditional)	657,090	0

PAYMENTS RECEIVED APRIL 2026



PAYMENTS RECEIVED APRIL 2026



Advisory Boards

Historic Preservation Commission

MEETINGS

Most recent meeting held 04/28/2026

Number of members in attendance: 0 out of 9

The April meeting was canceled. Next meeting will be held on May 26, 2026, at 6:30 pm.

Human Relations Council

MEETINGS

Most recent meeting held 04/23/2026

Number of members in attendance: 10 out of 12

The board received news of a new Board Member as the Board of Commissioners approved Amanda Cottrill to join the Human Relations Council. The board continues with plans to serve at the upcoming Juneteenth event, Saturday, June 20, 2026, and Good Neighbor plans are underway for Saturday, September 17, 2026.

Public Art Commission

MEETINGS

Most recent meeting held 04/16/2026

Number of members in attendance: 8 out of 11

Community arts projects and new wheel stop art locations are pending for the spring and summer months.

Parks, Recreation & Cultural Resources Advisory Board

MEETINGS

Most recent meeting held 04/27/2026

Number of members in attendance: 11 out of 11

Work Groups Updates:

National Day of Trails on June 6th (40 days remaining); 192 registered for the 5K-143 / 3K-49 race. Christi Spencer shared the medal design.

Volunteers: 24 to contact; staff will conduct a volunteer-shirt inventory.

Unplugged September 6th: Jim Lilac will email Suja Jacob and the work group.

Clean Up Day – (Date): Oct. 17 - Smith Creek

Technology Advisory

MEETINGS

Most recent meeting held 04/27/2026

Number of members in attendance: 9 out of 13

The STEM event had approximately 550–600 attendees, fewer than last year. The lab was a success; more high school content is needed. Next meeting moved to May 26. Vendor feedback and logistics improvements were discussed.



BOARD OF COMMISSIONERS AGENDA ITEM REPORT

Agenda Item No.: 2026-875-
Submitted by: Evelyn Wright
Submitting Department:
Meeting Date: May 19, 2026

Subject

April Tax Report

Recommendation:

item Summary:

ATTACHMENTS:

- [WF-TAX-REP-MAY-2026-BOC-MTG.pdf](#)



Board of Commissioners
P.O. Box 550 • Raleigh, NC 27602

TEL 919 856 6180
FAX 919 856 5699

DON MIAL, CHAIR
SAFIYAH JACKSON, VICE-CHAIR
VICKIE ADAMSON
SUSAN P. EVANS
CHERYL STALLINGS
SHINICA THOMAS
TARA WATERS

May 5, 2026

Mr. Kip Padgett
Town Manager
Town of Wake Forest
301 S. Brooks Street
Wake Forest, North Carolina 27587

Dear Mr. Padgett:

The Wake County Board of Commissioners, in regular session on May 4, 2026, approved and accepted the enclosed tax report for the Town of Wake Forest.

The attached adopted actions are submitted for your review; no local board action is required.

Sincerely,

A handwritten signature in dark ink, appearing to read "Yvonne Gilyard".

Yvonne Gilyard
Clerk to the Board
Wake County Board of Commissioners

WAKE COUNTY TAX ADMINISTRATION

03/01/2026 - 03/31/2026

Rebate Detail Report

WAKE FOREST

DATE 04/16/2026
TIME 4:19:00 PM

REBATE NUM	PROPERTY	SPEC DIST	CITY LATE TAG LIST	BILLED INTEREST	TOTAL REBATED	PROCESS DATE	ACCOUNT NUMBER	TAX YEAR	YEAR FOR	BILLING TYPE	OWNER
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BUSINESS REAL ESTATE ACCOUNTS

958129	1,629.01	0	0.00	0.00	0.00	1,629.01	3/26/2026	0000418032	2025	2014	000000	FRANKLIN VILLAGE, LLC
958131	1,378.38	0	0.00	0.00	0.00	1,378.38	3/24/2026	0000418032	2026	2020	000000	GREENWAY VILLAGE APARTMENTS LLC

SUBTOTALS FOR BUSINESS REAL ESTATE ACCOUNTS	3,007.39	0.00	0.00	0.00	0.00	3,007.39	3,007.39		2 Properties Rebated			
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INDIVIDUAL PROPERTY ACCOUNTS

955308	6.80	0	0.00	0.00	0.00	6.80	3/5/2026	0006826973	2025	2025	000000	YOO, RICHARD
958665	23.48	0	0.00	0.00	0.00	23.48	3/27/2026	0007063396	2026	2025	000000	WILLIAMS, JACQUELINE RENEE
957605	23.24	0	30.00	0.00	0.00	53.24	3/18/2026	0007072784	2026	2025	000000	SMITH, CEDRIC ANTONIO
957790	20.62	0	0.00	0.00	0.00	20.62	3/19/2026	0007069710	2026	2025	000000	BOWERS, JOAN LOUISE
958667	65.18	0	0.00	0.00	0.00	65.18	3/27/2026	0007067549	2026	2025	000000	WILLIAMS, JAMES ARCHIE
955991	130.91	0	30.00	0.00	0.00	160.91	3/6/2026	0007037727	2025	2024	000000	LEWIS, LACEY MARIE
955818	116.85	0	30.00	0.00	0.00	146.85	3/5/2026	0007069710	2026	2025	000000	BOWERS, JOAN LOUISE
955634	119.65	0	0.00	0.00	0.00	119.65	3/5/2026	0007073375	2026	2025	000000	BROSTOFF, MARK JAY
956521	9.96	0	0.00	0.00	0.00	9.96	3/10/2026	0007072784	2026	2025	000000	SMITH, CEDRIC ANTONIO
956686	121.63	0	30.00	0.00	0.00	151.63	3/11/2026	0007073495	2026	2025	000000	PARRISH, ASHLEY KATIE
954953	246.81	0	30.00	0.00	0.00	276.81	3/5/2026	0007069364	2026	2025	000000	CRONIN, TERESA MARIE
955821	72.47	0	0.00	0.00	0.00	72.47	3/6/2026	0007069261	2026	2025	000000	DANIEL, CHRISTINE RITA
955822	63.41	0	0.00	0.00	0.00	63.41	3/6/2026	0007069260	2026	2025	000000	DANIEL, CHARLES LEE

SUBTOTALS FOR INDIVIDUAL PROPERTY ACCOUNTS	1,021.01	0.00	150.00	0.00	0.00	1,171.01	1,171.01		13 Properties Rebated			
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WILDLIFE BOAT ACCOUNTS

957964	381.29	0	0.00	38.13	0.00	419.42	3/23/2026	0004224546	2025	2025	000000	CHAIN, TIMOTHY MORROW
956342	108.80	0	0.00	10.88	0.00	119.68	3/9/2026	0004224511	2025	2025	000000	PORRAS, JEREMY RAY
958842	156.87	0	0.00	15.69	0.00	172.56	3/30/2026	0004225185	2025	2025	000000	STOCK, RICHARD MICHAEL

SUBTOTALS FOR WILDLIFE BOAT ACCOUNTS	646.96	0.00	0.00	64.70	0.00	711.66	711.66		3 Properties Rebated			
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4,675.36	0.00	150.00	64.70	0.00	4,890.06	4,890.06		18 Properties Rebated for the District City				
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TOTAL FOR WAKE FOREST	4,675.36	0.00	150.00	64.70	0.00	4,890.06	4,890.06		18 Properties Rebated for all Cities			
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GRAND TOTAL	32,402.37	9.88	1,740.00	607.20	0.00	34,759.45	34,759.45		115 Properties Rebated for all Cities			
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BOARD OF COMMISSIONERS AGENDA ITEM REPORT

Agenda Item No.: 2026-855-
Submitted by: Evelyn Wright
Submitting Department:
Meeting Date: May 19, 2026

Subject

Commissioners Report

Recommendation:

item Summary:

ATTACHMENTS:



TOWN of WAKE FOREST

Planning Department
Wake Forest Town Hall – 3rd Floor
301 S. Brooks Street
Wake Forest, NC 27587
t 919.435.9510
f 919.435.9539
www.wakeforestnc.gov

CONTIGUOUS ANNEXATION PETITION APPLICATION

(Last updated: July 2013)

Submittal Date: 2/24/2026

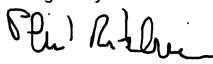
To the Board of Commissioners of the Town of Wake Forest:

I/we the undersigned owner(s) of real property respectfully request that the area described in the paragraph below and as shown in the attached survey map of the property be annexed into the Town of Wake Forest.

The area to be annexed is contiguous to the Town of Wake Forest corporate limits and the boundaries of such territory are as follows *(attach or insert below a metes & bounds description with a matching survey map)*:

See attached for metes & bounds description and survey map.

Note: If ownership is a corporation or partnership, please provide such name and the name and signature of the person authorized to sign on behalf of the corporation or partnership. If in joint ownership, please provide names and signatures of ALL owners.

<u>Ritchie Family Properties</u>	<u>1017 Bearglades Ln, Raleigh, NC 27615</u>	Signed by:  A65F8B797867404...	<u>2/23/2026</u>
Name	Address	Signature	Date
Name	Address	Signature	Date
Name	Address	Signature	Date
Name	Address	Signature	Date

For additional information or assistance, please call the Planning Department at (919) 435-9510.

FLOOD CERTIFICATION

UPON EXAMINATION OF FLOOD INSURANCE RATE MAP, PANEL NUMBER 1773 OF COMMUNITY NUMBER 370245 (TOWN OF WENDELL, ET.) BEARING MAP # 3720117300K, DATED 7/19/2022, THE SUBJECT PROPERTY LIES IN ZONE "X".

ABBREVIATIONS

AC ACRES
AG ABOVE GROUND
BG BELOW GROUND
CLR CENTERLINE OF ROAD
DB DEED BOOK
EX EXISTING
IPF IRON PIPE FOUND
IPS IRON PIPE SET
IRF IRON REBAR FOUND
IRS IRON REBAR SET
MNF MAG NAIL FOUND
MNS MAG NAIL SET
FB FLAT BOOK
P.O.B. POINT OF BEGINNING
P.O.C. POINT OF COMMENCEMENT
PG PAGE
P/L PROPERTY LINE
R/W RIGHT-OF-WAY
SF SQUARE FEET

TOWN CLERK CERTIFICATION

I, EVELYN WRIGHT, TOWN CLERK, TOWN OF WAKE FOREST, NORTH CAROLINA CERTIFY THAT THIS IS A TRUE AND ACCURATE MAP OF ANNEXATION ADOPTED THE DAY OF 2026, BY THE WAKE FOREST BOARD OF COMMISSIONERS. I SET MY HAND AND SEAL OF THE TOWN OF WAKE FOREST,

20

EVELYN WRIGHT

ANNEXATION MAP: AN-26-01, 1313 NORTH WHITE STREET
1.761 ACRES
TOWN OF WAKE FOREST
FULFILLS REQUIREMENTS OF N.C.G.S. 160A-29
ORDINANCE #
ADOPTED:
EFFECTIVE DATE OF ANNEXATION:

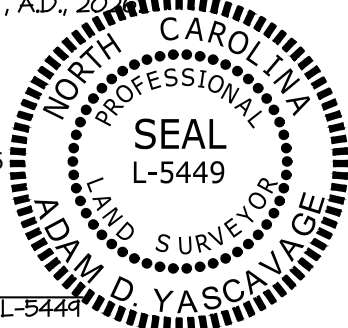
I, ADAM D. YASCAVAGE, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION, FROM AN ACTUAL GROUND (CONVENTIONAL) AND GPS SURVEY MADE UNDER MY SUPERVISION, THAT THE GPS SURVEY INFORMATION (METADATA) HAS BEEN REPORTED HEREON UNDER THE "SURVEY CONTROL/GRID TIE NOTES", THAT SURVEYED PROPERTY LINES SHOWN HEREON ARE BASED UPON THE DEEDS AND PLATS REPORTED HEREON, THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS SUCH AND ARE BASED UPON THE DEEDS AND PLATS REPORTED HEREON, THAT THE RATIO OF PRECISION AS CALCULATED BEFORE ADJUSTMENT IS 1:10,000 ±; THAT THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 25th DAY OF FEBRUARY, A.D., 2026.

2/25/2026

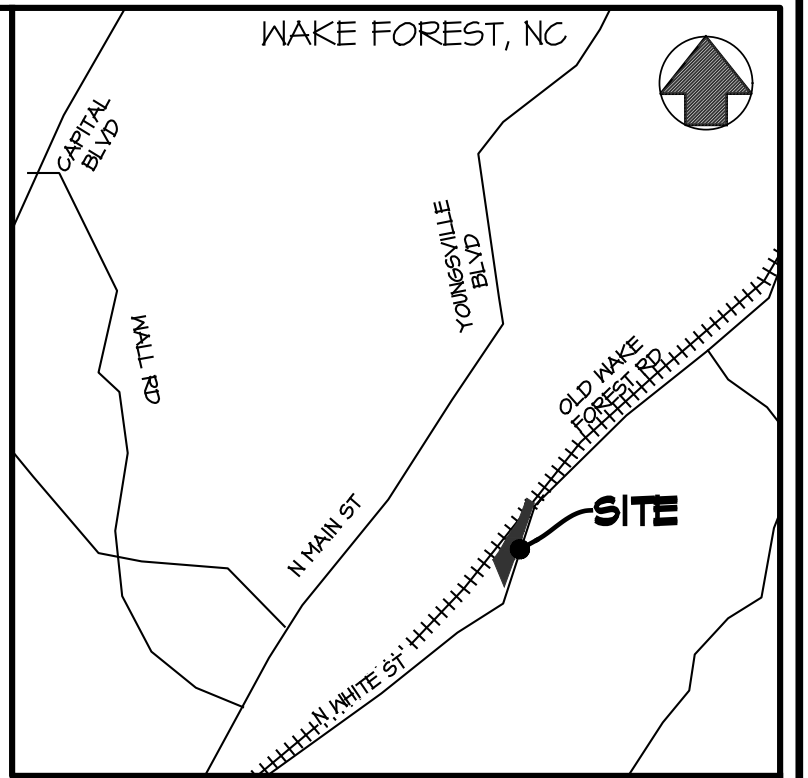
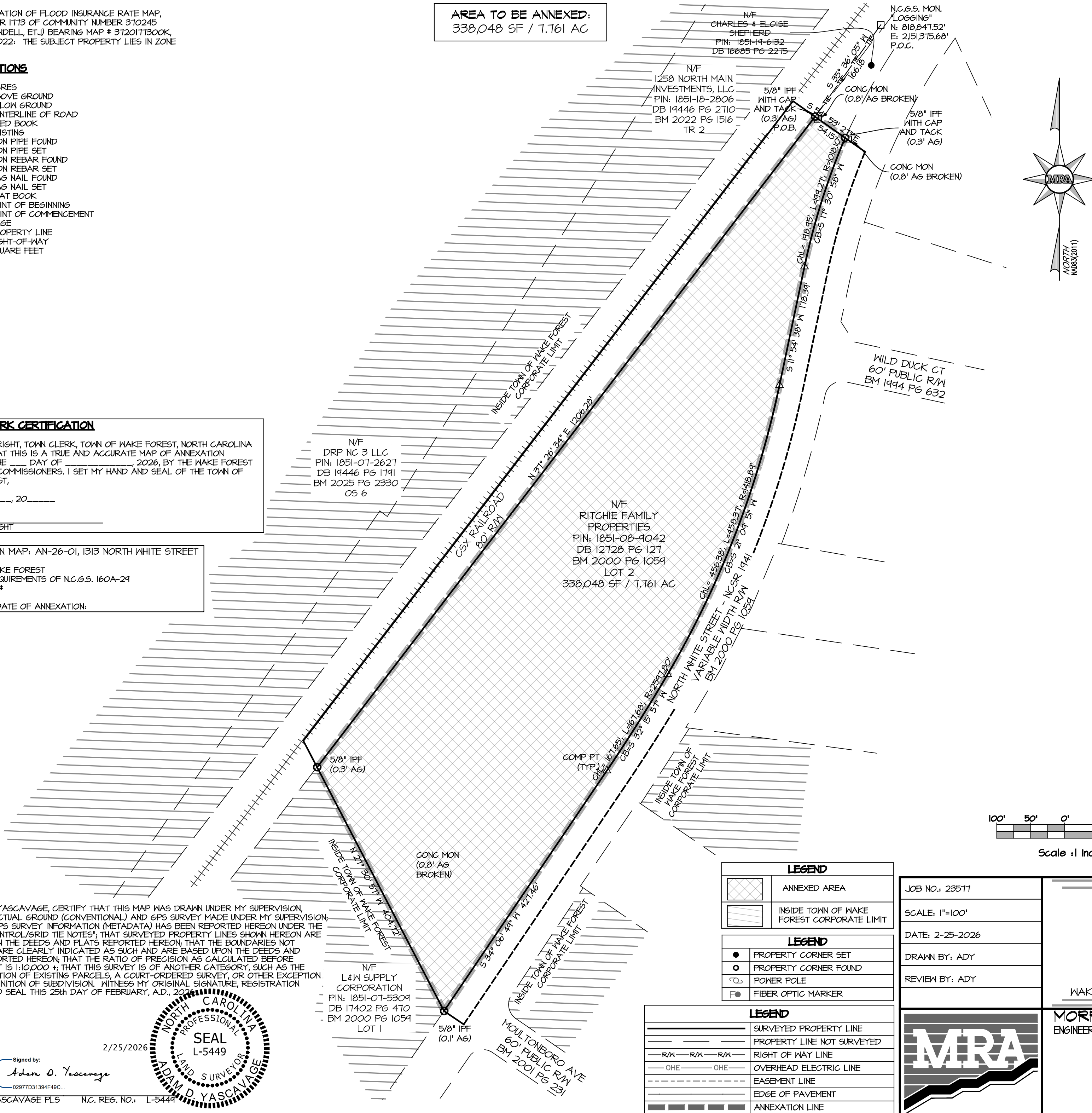
Signed by:

Adam D. Yascavage

ADAM D. YASCAVAGE PLS N.C. REG. NO.: L-5449



AREA TO BE ANNEXED:
338,048 SF / 7.761 AC



VICINITY MAP

SCALE: N.T.S.

SURVEY NOTES

- THE PURPOSE OF THIS PLAT IS TO ILLUSTRATE AREA TO BE ANNEXED INTO THE TOWN OF WAKE FOREST CORPORATE LIMITS.
- HORIZONTAL DATUM IS NAD '83/2011 NC STATE PLANE COORDINATES.
- AREA COMPUTED BY COORDINATE METHOD. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES IN US SURVEY FEET, UNLESS NOTED OTHERWISE.
- ALL RIGHT-OF-WAYS ARE PUBLIC, UNLESS NOTED OTHERWISE.
- SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE OR ANY OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
- NO DETERMINATION HAS BEEN MADE BY THE SURVEYOR AS TO THE FOLLOWING:
 - A. UNDERGROUND UTILITIES & STORAGE FACILITIES
 - B. WETLANDS
 - C. GRAVES, CEMETERY'S, OR BURIAL GROUNDS
- MORRIS & RITCHIE ASSOCIATES OF NC, PC, CAN ONLY LOCATE UTILITIES THAT ARE ABOVE GROUND AT THE TIME OF FIELD SURVEY. UNDERGROUND LINES SHOWN HEREON ARE APPROXIMATE OR AS REPORTED BY VARIOUS RESPONSIBLE PARTIES. LOCATION OF UNDERGROUND UTILITIES ARE APPROXIMATE AND MUST BE FIELD VERIFIED. CALL N.C. ONE CALL CENTER BEFORE DIGGING AT 811. SURVEYOR DOES NOT GUARANTEE THAT ANY UNDERGROUND STRUCTURES SUCH AS UTILITIES, TANKS AND PIPES ARE LOCATED HEREON.
- THE CONTRACTOR/OWNER SHALL BE RESPONSIBLE FOR VERIFYING ALL MINIMUM BUILDING SETBACK REQUIREMENTS WITH THE BUILDING INSPECTIONS DEPARTMENT PRIOR TO CONSTRUCTION.
- ALL PROPERTY CORNERS SET ARE 5/8\"/>



Scale : 1 Inch = 100 ft.

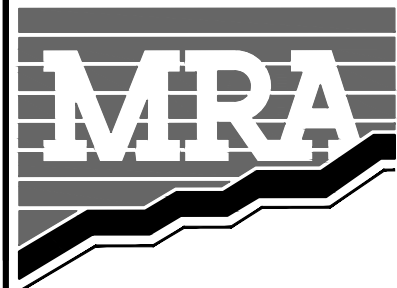
AN-26-01

LEGEND	
	ANNEXED AREA
	INSIDE TOWN OF WAKE FOREST CORPORATE LIMIT

LEGEND	
	PROPERTY CORNER SET
	PROPERTY CORNER FOUND
	POWER POLE
	FIBER OPTIC MARKER

LEGEND	
	SURVEYED PROPERTY LINE
	PROPERTY LINE NOT SURVEYED
	RIGHT OF WAY LINE
	OVERHEAD ELECTRIC LINE
	EASEMENT LINE
	EDGE OF PAVEMENT
	ANNEXATION LINE

JOB NO.: 23571
SCALE: 1"=100'
DATE: 2-25-2026
DRAWN BY: ADY
REVIEW BY: ADY



**ANNEXATION MAP
FOR THE TOWN OF WAKE FOREST**

FOR: VOLTA GLOBAL
PIN: 1851-08-9042
AN-26-01
1313 NORTH WHITE STREET
WAKE FOREST, NC 27587
WAKE FOREST TOWNSHIP - WAKE COUNTY - NORTH CAROLINA

MORRIS & RITCHIE ASSOCIATES OF NC, PC
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