



Wake Forest Board of Commissioners Meeting Minutes

The Wake Forest Board of Commissioners met on **Tuesday, August 19, 2025**, at 6:00 p.m. in the Board Room at Wake Forest Town Hall, 301 S Brooks Street.

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

Mayor Jones led everyone in the Pledge of Allegiance.

Commissioner Members Present: Mayor Vivian A. Jones, Commissioner Ben Clapsaddle, Commissioner Faith Cross, Commissioner Keith Shackelford, Commissioner Nick Sliwinski, and Commissioner Adam Wright.

Commissioner Members Absent: None.

Staff Members Present

Town Manager Kip Padgett
Assistant Town Manager Candace Davis
Assistant Town Manager Allison Snyder
Town Attorney Nathan McKinney
Town Clerk Evelyn Wright
Engineering Director Tim Watson
Police Chief Julius Jefferson
Police Captain David Zick
Police Captain Brandon High
Planning Director Jennifer Currin

Director of Organizational
Performance Lisa Hayes
Fire Chief Ron Early
Finance Director Samantha Sanchez

1. Approval of Agenda

ACTION:

Mover: Commissioner Wright moved to approve the agenda.

Second: Commissioner Sliwinski

Vote: Motion carried 5-0

2. Approval of Minutes

2.A. Approval of Minutes:

- July 1, 2025, Work Session
- July 15, 2025, Regular Meeting

ACTION:

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

Second: Commissioner Shackelford

Vote: Motion carried 5-0

3. Presentations

3.A. Chi Rho Omega Chapter of Alpha Kappa Alpha Sorority, Incorporated® overview of work and expressed desire to explore collaboration opportunities that support the needs and priorities of Wake Forest residents.

Kimbley Allen-Cox, President of Chi Rho Omega Chapter of Alpha Kappa Alpha Sorority, Incorporated gave an overview of the community service since the chapter's chartering in 2004. Ms. Allen-Cox gave an overview of the chapter's multigenerational approach to service by addressing child hunger, youth leadership, mental health and senior support. Ms. Allen-Cox highlighted their signature programs to include Childhood Hunger Initiative Powerpack (CHIP), Youth Leadership and Empowerment (YLI and Pearls & Purpose), Mental Health and Wellness Fair, Economic Wealth Building, and Cultivating Resources and Opportunity Community Foundation. Ms. Allen-Cox invited the Town to continue building with the organization through co-hosted events, educational programs, and strategic partnerships.

3.B. Consideration of a Resolution of Appreciation for the Service of Greg Harrington at the July 3rd Fireworks and July 4th Parade Children's festivities

RESOLUTION 2025-48
RESOLUTION OF APPRECIATION FOR THE
SERVICE OF
GREG HARRINGTON

WHEREAS, the Wake Forest July 3rd Independence Day Celebration and the Wake Forest July 4th Children's Parade are iconic, beloved traditions in the Wake Forest Community; and

WHEREAS, Greg Harrington served for 23 years on the original planning committee for the Wake Forest July 3rd Independence Day Celebrations; and

WHEREAS, Greg Harrington proudly represented "Uncle Sam" for 13 years at the Wake Forest July 3rd Independence Day Celebration and the Wake Forest July 4th Children's Parade; and

WHEREAS, for 31 years Greg Harrington put forth substantial effort in volunteering at both the Wake Forest July 3rd Independence Day Celebration and the Wake Forest July 4th Children's Parade; and

WHEREAS, Greg Harrington served unselfishly in this capacity to provide decades of quality entertainment at the Wake Forest July 3 and 4 Independence Day Celebrations; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Wake Forest, North Carolina, that Greg Harrington is hereby officially commended by this Board on behalf of the citizens of Wake Forest for valuable service rendered to the Town of Wake Forest.

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 Greg Harrington.

This the 19th day of August 2025.

Vivian Jones, Mayor

ATTEST:

Evelyn Wright, Town Clerk

3.C. Consideration of a Resolution of Appreciation for the Service of Lori Eitel at the July 3rd Fireworks and July 4th Children's Parade festivities

**RESOLUTION 2025-49
RESOLUTION OF APPRECIATION FOR THE
SERVICE OF
LORI EITEL**

WHEREAS, the Wake Forest July 3rd Independence Day Celebration and the Wake Forest July 4th Children's Parade are iconic, beloved traditions in the Wake Forest Community; and

WHEREAS, Lori Eitel proudly represented "Lady Liberty" for 4 years at the Wake Forest July 3rd Independence Day Celebration and the Wake Forest July 4th Children's Parade; and

WHEREAS, for 4 years Lori Eitel put forth substantial effort in volunteering at both the Wake Forest July 3rd

Independence Day Celebration and the Wake Forest July 4th Children's Parade; and

WHEREAS, Lori Eitel served unselfishly in this capacity to provide quality entertainment at the Wake Forest July 3 and 4 Independence Day Celebrations while sacrificing time with family and friends; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Wake Forest, North Carolina, that Lori Eitel is hereby officially commended by this Board on behalf of the citizens of Wake Forest for valuable service rendered to the Town of Wake Forest.

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 Lori Eitel.

This the 19th day of August 2025.

Vivian Jones, Mayor

ATTEST:

Evelyn Wright, Town Clerk

3.D. Resolution recognizing Randy Wolfenbarger on their retirement from the Town of Wake Forest.

**RESOLUTION 2025-50
RESOLUTION OF APPRECIATION FOR
THE SERVICES OF
Randy Wolfenbarger**

WHEREAS, Randy Wolfenbarger started his service with Wake Forest (Non-Profit Fire Service) as a Firefighter on August 25, 2008, and has served as a full-time employee for the Wake Forest Fire Department since August 25, 2008, joining the Town of Wake Forest as of July 1, 2020. With over 17 years of service, Randy Wolfenbarger will retire on September 1, 2025, and

WHEREAS, During Randy Wolfenbarger's time of service, he has been part of many changes in the department, including opening two new stations in 2009 and 2016, merging with the Falls Fire Department in 2012, and in 2020, being part of the Fire Department when it was taken back over by the Town.; and

WHEREAS, Wolfenbarger served unselfishly as a member of the fire department's Fire and Life Safety Committee; and

WHEREAS, Wolfenbarger served unselfishly as a firefighter for the good of the Town of Wake Forest, making sacrifices in personal and family ties, earning two Life Saving Awards;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Wake Forest, North Carolina, that Randy Wolfenbarger 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 Fire Department in his various capacities.

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 is presented to Randy Wolfenbarger.

This the 19th day of August 2025.

ATTEST:

Vivian A. Jones

Mayor

Evelyn Wright
Town Clerk

4. Public hearings / Public Comment

- 4.A. Public Hearing to receive public comment on the financing of property located at 0 Forestville Road.

Mayor Jones opened the floor for public comments. No comments were heard. Mayor Jones declared the public hearing closed.

- 4.B. 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 Jones opened the floor for general comments.

Public Comment

Russell Hammck – 368 Natsam Woods Way – Wake Forest, NC 27587

Nolan Davis – 3912 Heritage View Trail – Wake Forest, NC 27587

Jennae Bulat – 3108 Lariat Ridge Drive – Wake Forest, NC 27587

Jennifer Amyx – 9908 Calvados Drive – Wake Forest, NC 27587

Margaret Watkins – 407 Belmellen Ct – Wake Forest, NC 27587

Mayor Jones 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 Resolution Authorizing an Installment Purchase Agreement (0 Forestville Road Property acquisition)
- 5.B Approval of Ordinance Updating Policies for the Petty Cash and Cash Change Funds
- 5.C Approval of Budget Ordinance Amendment # 1 - FY 2025-2026
- 5.D Resolution Endorsing Option B and Authorizing Phase 2 of the Wake Forest Performing Arts Feasibility Study

ACTION:

Mover: Commissioner Wright moved to approve the Consent Agenda.

Seconder: Commissioner Sliwinski

Vote: Motion carried 5-0

6. Legislative Items

- 6.A. Ordinance Amending Chapter 30; Article VI. Traffic Schedules; SEC. 30-263 Schedule XVII of the Code of Ordinances for the Town of Wake Forest

Engineering Director Tim Watson advised a request was received from the North Carolina Department of Transportation to amend the ordinance to lower the speed limit on Averette Road from 50 mph to 45 mph to be consistent with the changes in the upcoming municipal package. The request is due to increased traffic volume and recent changes to land use. The Town's current ordinance sets the speed limit at 50 mph. The proposed change would set the speed limit at 45 mpg from Wait Avenue to Oak Grove Church Road.

Mayor Jones opened the floor for questions or comments. None were heard.

ACTION:

Mover: Commissioner Wright moved to approve the Ordinance Amending Chapter 30;

Article VI. Traffic Schedules; SEC. 30-263 Schedule XVII.

Seconder: Commissioner Sliwinski

Vote: Motion carried 5-0

7. Planning Items

No Planning Items presented.

8. Administration and Financial Items

No Administrative Items presented.

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. Capital Improvement Plan Quarterly Update
Received.

12.B. Department Monthly Reports
Received.

12.C. Commissioner Reports

Commissioner Wright attended the 15th Anniversary of the Wireless Research Center and is excited for the future of the Center. Commissioner Wright commended the citizen for making at public comment regarding motorized scooters and advised he has requested that the policy be reviewed.

Commissioner Shackleford advised that he attended the back-to-school event at the Hope House on North Allen Road. Commissioner Shackleford attended the "Touch a Truck" event on Saturday. Also, Commissioner Shackleford commended the citizens for remaining in Chambers after public comments.

Commissioner Cross advised she attended the 15th Anniversary for the Wireless Research Center and toured the facility for the first time. Commissioner Cross advised the Center is

doing excellent things. Commissioner Cross advised she attended the retirement reception for Debbie Dunn and the "Touch a Truck" event. Commissioner Cross commended the speakers for public comments.

Commissioner Clapsaddle wished Randy Wolfenbarger well in retirement and thanked him for his service. Commissioner Clapsaddle reminded everyone that the next Memorial Flag Raising will be on Monday, September 8th and wished everyone a happy and safe Labor Day weekend.

Commissioner Sliwinski was invited to the Homeowners Association meeting of Thornrose Subdivision where traffic calming was discussed and he extended appreciation to the Engineering Director, Tim Watson, for the information that he provided. Commissioner Sliwinski also attended the 15th Anniversary of the Wireless Research Center. Commissioner Sliwinski advised of Wake Forest Unplugged, in conjunction with Concerts in the Park, at Joyner Park on September 7th and the Mental Wellness Fair on September 27th from 1 p.m. to 4 p.m. at the Renaissance Centre.

Mayor Jones advised she attended a Zoom committee meeting with GoTriangle and they discussed the change to the Wake Forest Raleigh Express bus happening in November and that there will be additional stops on Main Street. The bus will run hourly all day, and the bus will be called GoTriangle instead of GoRaleigh.

Town Manager Kip Padgett advised August 20th is Debbie Dunns last day as the Renaissance Centre Director and the new Director, Amy Pridgen, will be introduced at the next Board of Commissioners meeting.

13. Adjournment

Mayor Jones adjourned the meeting at 6:44 pm.

Duly approved in open session this 16th day of September 2025.

(ATTEST)


Evelyn Wright, Town Clerk


Vivian A. Jones, Mayor

