



Wake Forest Board of Commissioners Meeting Minutes

The Wake Forest Board of Commissioners met on **Tuesday, September 16, 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
Planning Director Jennifer Currin

Director of Organizational
Performance Lisa Hayes
Fire Chief Ron Early
Finance Director Samantha Sanchez
Development Services Manager
Patrick Reidy
Budget and Performance Director
Michelle Daniels
Center Specialist Debra Horton
Senior Planner Tim Richards

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. Approval of Minutes:

- August 5, 2025, Work Session
- August 19, 2025, Regular Meeting

ACTION:

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

Seconded: Commissioner Sliwinski

Vote: Motion carried 5-0

3. Presentations

Mayor Jones adjusted the order of the presentations in the video recording of the meeting.

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

PROCLAMATION

RECOGNIZING OCTOBER 2025 AS "P.A.N.D.A.S. AWARENESS MONTH" IN THE TOWN OF WAKE FOREST, NORTH CAROLINA

WHEREAS, Pediatric Autoimmune Neuropsychiatric Disorders Associated with Streptococcal Infections, better known as PANDAS, is said to be a rare condition but is actually rarely diagnosed; and

WHEREAS, PANDAS is a term used to describe a subset of children who have Obsessive Compulsive Disorder and/or tic disorders such as Tourette Syndrome and in whom symptoms worsen following strep infections such as Strep Throat and Scarlet Fever; and

WHEREAS, children are often misdiagnosed and treatment is delayed. There are many treatments and options for treating this condition but, unfortunately, they are often very expensive and not covered by insurance;

WHEREAS, my friend Jay Jay Wilson suffers from this debilitating condition and I have been issuing proclamations for 11 years on his behalf; and

WHEREAS, Jay Jay's parents work so hard to provide everything he needs to live a good life; and

NOW THEREFORE, I, Vivian A. Jones, Mayor of the Town of Wake Forest, and the Board of Commissioners, do hereby proclaim October 2025 as

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

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

This the 16th day of September 2025.

ATTEST:

Evelyn Wright
Town Clerk



Vivian A. Jones
Mayor

3.B. Arts Are Education Resolution

RESOLUTION 2025-53

RESOLUTION TO SUPPORT

ARTS ARE EDUCATION

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Wake Forest to maintain and grow our arts education programs in the 2025-26 school year.

Duly adopt this the 16th day of September 2025.

(ATTEST)

Vivian A. Jones
Mayor

Evelyn Wright
Town Clerk

3.C. Resolution Recognizing Sergeant Charles Babson on his Retirement

RESOLUTION 2025-54
RESOLUTION OF APPRECIATION FOR THE SERVICES OF
Charles Babson

WHEREAS, Charles Babson was hired as a Police Officer I in March of 2000 and has served as a sworn member of the Wake Forest Police Department for over 25 years with a retirement date of October 1, 2025; and

WHEREAS, Babson was promoted to Police Corporal in January of 2019; and

WHEREAS, Babson was promoted to Police Sergeant in October of 2019; and

WHEREAS, In 2000 Babson and his wife chose to relocate from Wilmington, NC to Wake Forest, NC, making this their home and where he chose to start his law enforcement career. Throughout his tenure with the Police Department Babson has built a reputation as a hardworking, respected, and dedicated professional, known for his integrity and unwavering focus on the success of his officers, the department, and the community.

WHEREAS, Babson served unselfishly as a law enforcement officer for the good of the Town of Wake Forest, making sacrifices in personal and family ties;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Wake Forest, North Carolina, that Sergeant Charles Babson 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 Police Department in his official capacity.

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 Charles Babson.

This the 16th day of September 2025.

ATTEST:

Vivian A. Jones, Mayor

Evelyn Wright Town Clerk

4. Public hearings / Public Comment

- 4.A. Request to Continue the Public Hearing of LEGISLATIVE CASE RZ-24- 07, Star Road Condos, a rezoning filed by filed by SJP Raleigh-Durham LLC to rezone 14.12 acres located at 0 Star Road, being Wake County Tax PIN 1739659784 from Highway Business (HB) to General Residential 10-Conditional District (GR10-CD).

Development Services Manager Patrick Reidy advised of the applicant's request for a continuance of the public hearing on Legislative case RZ-24-07 to the Board of Commissioners' November 6th work session. Mr. Reidy advised the request is due to a study being conducted on the backage road to determine the capacity needs to warrant the road or if Star Road can handle the traffic.

Mayor Jones clarified that the public hearing was noticed, and the hearing will continue. Mr. Reidy confirmed the public hearing was noticed and the applicant wants a continuance to November 6th.

Mayor Jones opened the floor for public comments.

Public Comment

Janice Davis – 1009 Lightfoot Court – Wake Forest, NC 27587

Mayor Jones declared the public hearing will be continued to the November 6th work session.

- 4.B. Public Hearing to receive public input on capital needs for inclusion in the five-year Capital Improvements Plan (CIP) update for FY 2026-2031.

Mayor Jones opened the floor for public comments.

Public Comment

Angela DiPaolo – 929 Barnford Mill Road – Wake Forest, NC 27587

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

Mayor Jones declared the public hearing closed.

- 4.C. Request to Schedule a Public Hearing for the Towns of Wake Forest and Youngsville Annexation Agreement Update.

ACTION:

Mover: Commissioner Sliwinski moved to Schedule a Public Hearing for the Towns of Wake Forest and Youngsville Annexation Agreement.

Seconded: Commissioner Wright

Vote: Motion carried 5-0

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

Mayor Jones opened the floor for general comments.

Public Comment

Abby Black – 520 South Main Street – Wake Forest, NC 27587

Amanda Cottrill – 1627 Main Divide Drive– Wake Forest, NC 27587

Ben Chapman – 1118 Parkside Village Drive– Wake Forest, NC 27587

Pat Amyx – 2216 River Park Drive – Wake Forest, NC 27587

Angela DiPaolo – 929 Barnford Mill Road – Wake Forest, NC 27587

Robert Bosely – 75 Adler Court – Franklin, NC 27525

Jalen Davenport – 901 Royal Mill Road Apt 429 – Wake Forest, NC 27587

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

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

Sona Noah – 5612 Pine Rock Court – Wake Forest, NC 27587

Tripp Black – 520 South Main Street – Wake Forest, NC 27587

Janice Davis – 1009 Lightfoot Court – 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 a Resolution to surplus the badge and service weapon carried by Sergeant Charles Babson
- 5.B Approval of Wake County Emergency Operations Plan and Mutual Aid Agreement
- 5.C Approval of a Resolution of Execution of Settlement Documents Related to the National Opioid Litigation
- 5.D Approval of Closed Session Minutes (9/2/2025) related to National Opioid Litigation
- 5.E Request to remove Jordan Banks from the Planning Board

ACTION:

Mover: Commissioner Wright moved to approve the Consent Agenda.

Seconded: Commissioner Sliwinski

Vote: Motion carried 5-0

6. Legislative Items

6.A. Ordinance Amending the Code of Ordinances Chapter 30 - Traffic and Vehicles; Article VI. - Traffic Schedules Sec. 30-241. - Schedule I, parking prohibited at all times.

Engineering Director Tim Watson is requesting an ordinance change to provide additional area of "No Parking" off of Shearon Farms Avenue. Mr. Watson advised the department has received complaints regarding site distance as people are traversing the area. Mr. Watson advised the team went out to evaluate the matter and determined that signs should go in the outlined areas.

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

ACTION:

Mover: Commissioner Wright moved to approve the Ordinance Amending the Code of

Ordinances Chapter 30 - Traffic and Vehicles; Article VI. - Traffic Schedules Sec. 30-241. -
Schedule I, parking prohibited at all times.

Seconded: Commissioner Sliwinski

Vote: Motion carried 5-0

7. Planning Items

7.A Informational presentation of the Wake Union Villas Site Master Plan
(12737,12739, and 12753 Wake Union Church Road)

Senior Planner, Tim Richards, presented the Wake Union Villas Master Plan and advised the condition of approval when the site was rezoned in 2018 required the informational presentation to the Board of Commissioners. Mr. Richards advised of details contained in the application, the layout of the property, and summarized the Master Plan. Mr. Richards, again, advised the staff report and presentation are for informational purposes only and does not require a vote.

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. August Tax Report
Received.

12.B. September Tax Report
Received.

12.C. Department Monthly Reports
Received.

12.D. Commissioner Reports

Commissioner Wright apologized for his absence at the September 2nd work session as he was on vacation. Commissioner Wright advised he attended the last Friday Night on White ("FNOW") and it was an amazing season of FNOW. Commissioner Wright acknowledged the tension felt in the community and reminded everyone there is no place for violence. Commissioner Wright advised he supports the LGBTQ neighbors and advised there is room to both disagree and be respectful. Commissioner Wright reminded everyone that they are all neighbors, that they all matter, and that they all have a view.

Commissioner Shackelford advised of no report.

Commissioner Cross extended appreciation to the speakers at the meeting and all of the communication received over the past week. Commissioner Cross extended condolences to the Lucas family following the tragic loss of Ericka Lucas. Commissioner Cross encouraged everyone to watch the Candidates Forum. Finally, Commissioner Cross advised that she attended the first class of the Citizens Academy.

Commissioner Clapsaddle extended appreciation and well wishes to Sergeant Charles Babson and his family for his 25 years of service. Commissioner Clapsaddle reminded everyone of "Good Neighbor Day" on Saturday, September 20th at Joyner Park where Mayor Jones will be presenting the Youth and Adult Neighbor of the Year award. Commissioner Clapsaddle advised the final Memorial Flag Raising will be on October 6th. Commissioner Clapsaddle advised the deadline for the Advisory Board application is September 30th. Finally, Commissioner Clapsaddle extended appreciation to all those that spoke during Public Comments and encouraged them to always listen and participate because that is what democracy is about.

Commissioner Sliwinski advised he neglected to mention the Central Pines Regional Council meeting two weeks ago where the Director of the upcoming NC Children's Hospital gave an update. Duke Health and UNC are joining forces to build North Carolina's only freestanding Children's Hospital anchored by a 500 bed hospital, ambulatory surgical center, medical office building and the only NC freestanding Adolescent Behavioral Health Hospital. This is a seven-year project that will produce 8400 jobs. Commissioner Sliwinski advised the Mental Wellness Fair is on September 27th from 1 p.m. to 4 p.m. with the keynote speaker presenting on the effects of social media and its impact on the developing brain. Commissioner Sliwinski advised there will also be a panel discussion that will include Eric and Terry Murray of the Grace and Murray Foundation. Commissioner Sliwinski advised there will be great resources, breakout rooms, and licensed therapists onsite, if needed.

Mayor Jones extended appreciation to the staff of Parks and Recreation Advisory Board for Wake Forest Unplugged. Mayor Jones advised the concerts in the park were great.

Mayor advised she attended the Garba Dance at Joyner Park, which is a ceremonial dance done by our Indian neighbors in Wake Forest. Mayor Jones advised she spent the morning with a group of kindergarteners, and it was a wonderful time.

Town Manager Kip Padgett confirmed that the Agenda Item 4A request to continue the Public Hearing is for November 6th and not the next meeting on October 7th.

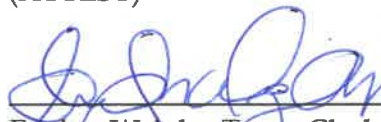
Mayor Jones addressed the recent shootings in the Town and the country over the past week and acknowledged the difficulty for the community. Also, Mayor Jones addressed the fallout from the proposed LGBTQ+ History Month Proclamation and advised that she hopes this can be put to rest and move forward with trying to be the inclusive community that we all want to be.

13. Adjournment

Mayor Jones adjourned the meeting at 7:55 pm.

Duly approved in open session this 21st day of October 2025.

(ATTEST)


Evelyn Wright, Town Clerk




Vivian A. Jones, Mayor