



## **Wake Forest Board of Commissioners Meeting Minutes**

The Wake Forest Board of Commissioners met on **Tuesday, June 17, 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 6:01 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  
Assistant Town Manager/CFO Aileen Staples  
Town Clerk Evelyn Wright  
Engineering Director Tim Watson  
Fire Chief Ron Early  
Interim Police Chief Julius Jefferson

Town Attorney Nathan McKinney  
Budget and Performance Manager Michelle Daniels  
Budget and Performance Analyst Ben Blevins  
Planner I Ari Schwartz  
Planning Director Jennifer Currin  
Police Captain Brandon High  
Police Captain Matt Perkinson  
Center Specialist Debra Horton

## 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:

- May 6, 2025, Work Session
- May 20, 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. Resolution Recognizing Reginald A. Forte, Sr. on his Retirement

### 3.B. Sculpture Replacement at the Center for Active Aging

Center Specialist Debra Horton gave an overview of the site for the sculpture, the process by which they obtained artists' submissions for the sculpture and unveiled the sculpture to the Board. Mayor Jones inquired about the installation date. Ms. Horton advised the anticipated installation is early July 2025.

## 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 Jones opened the floor for general comments.

Public Comment

Matthew Reck – 708 Lead Rock Rd – Wake Forest, NC 27587

Mayor Jones declared the public comments closed.

5. Consent Agenda
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*(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 authorizing the Town Manager to execute on behalf of the Town of Wake Forest a contract with Engineered Construction to remodel the Town Hall Annex (formerly CID Building) Renovation Project for \$588,900.00.
- 5.B. Approval of resolution authorizing Wake County Tax Administrator to Levy and Collect Property Taxes and Stormwater Fees for FY 2025-2026 for the Town of Wake Forest support NCDOT Abandonment of the old alignment of Rogers Branch Rd and assume maintenance, into the Town of Wake Forest Street System for Maintenance.
- 5.C. Approval of resolution authorizing Franklin County Tax Administrator to Levy and Collect Property Taxes and Stormwater Fees for FY 2025-2026 for the Town of Wake Forest
- 5.D. Approval of Budget Ordinance Amendment # 3 for fiscal year 2024-2025
- 5.E. Approval of Stormwater Capital Reserve Fund
- 5.F. Resolution to accept streets into the Town of Wake Forest street system for maintenance.
- 5.G. Approval of a resolution to schedule the public hearing and certify the sufficiency for a petition requesting contiguous annexation submitted by the property owners Wait Ave 98 LLC, located at 0 Wait Avenue being Wake

County PIN 1850-08-1417 being approximately 2.58 acres.

**ACTION:**

Mover: Commissioner Sliwinski moved to approve the Consent Agenda.

Second: Commissioner Cross

Vote: Motion carried 5-0

**6. Legislative Items**

No Legislative Items presented.

**7. Planning Items**

No Planning Items presented.

**8. Administration and Financial Items**

**8.A. Consideration of approval of FY 2025-2026 Budget Ordinance**

Commissioner Cross thanked the financial team for their hard work on the budget. Commissioner Cross advised she would like to see an accounting for the funds donated by the Town to non-profit organizations. Town Manager Kip Padgett recommended the Birthplace Museum for \$25,000, the Wake Forest Chamber of Commerce for \$20,000, and the Boys and Girls Club for \$10,000. Commissioner Cross advised she would like to see the same accounting request of the Wake Forest Chamber of Commerce be made to the Birthplace Museum and the Boys and Girls Club for the benefit of the taxpayers. Commissioner Cross expressed delight that there is no increase to the vehicle fee or the Downtown Municipal Service District fee, and that the stormwater fund is being used for repairs in the neighborhoods that have a need. Commissioner Cross advised that she voted against the budget last year due to the large tax increase on residents after property revaluation, new fees, and additional increased fees. It was a large increase at one time. However, Commissioner Cross is pleased that FY 26 will not have a property tax increase to residents, although it is not the tax relief she would like to see. Commissioner Cross advised the stability of tax rates and the FY 26 budget are favorable for the residents.

**ACTION:**

Mover: Commissioner Wright

Second: Commissioner Sliwinski

Vote: Motion carried 5-0

9. Public Services Items

No Public Service Items presented.

10. Parks and Recreation Items

No Parks and Recreation Items presented.

11. Public Safety Items

No Public Safety Items presented.

12. Other Business

12.A. CIP Project Quarterly Update

12.B. Department Monthly Reports  
Received.

12.C. Commissioner Reports

Commissioner Sliwinski announced the Juneteenth event on Friday, June 20<sup>th</sup> and Saturday June 21<sup>st</sup> at Taylor Street Park. Commissioner Sliwinski commended the Northeast Community Coalition for always putting together a wonderful event. Commissioner Sliwinski also advised the 4<sup>th</sup> of July event will be held on Thursday July 3<sup>rd</sup> at Heritage High School and invited everyone to come out.

Commissioner Clapsaddle encourages everyone to come out to enjoy the Juneteenth events. Commissioner Clapsaddle commended the Wake Forest Rotary Club for their fundraiser to help residents cover the cost of chemotherapy and radiation therapy for cancer treatment. Commissioner Clapsaddle advised FNOW was a great night and extended appreciation to the Town for putting together a great event.

Commissioner Cross had no report.

Commissioner Shackelford advised that he attended the 20<sup>th</sup> Anniversary Celebration of ChurchNet and advised the community organization is doing great work.

Commissioner Wright advised he attended FNOW and was made aware that a local business experienced their biggest turnout to date. Commissioner Wright advised the Children's Parade will be on July 4<sup>th</sup> and he will be hosting FNOW on July 11<sup>th</sup>.

Mayor Jones advised she is looking forward to the Children's Parade on July 4<sup>th</sup>. Also, Mayor Jones advised she attended the Cars and Carnivores event and extended gratitude to the Wake Forest Rotary Club. Mayor Jones advised the funds raised by the club goes towards helping pay past due bills for cancer treatment. Mayor Jones also extended appreciation to WakeMed for their partnership with the Wake Forest Rotary Club to eliminate the remaining balance for cancer treatment. Mayor Jones advised that GoTriangle is going to change their bus service for the Wake Forest Raleigh Express. They will begin offering all-day service and add additional stops and connections. Mayor Jones directed anyone with comments to visit GoTriangle.org to complete the survey. Mayor Jones advised she enjoyed attending the Wake Forest High School and Heritage High School graduations on Monday.

12.D. Closed Session: NCGS 143-318.11(a)(6) Personnel

ACTION:

Mover: Commissioner Wright

Seconder: Commissioner Sliwinski

Vote: Motion carried 5-0

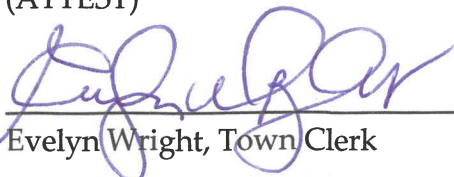
Reconvened at 7:08 p.m.

13. Adjournment
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Mayor Jones adjourned the meeting at 7:09 pm.

Duly approved in open session this 15th day of July 2025.

(ATTEST)

  
Evelyn Wright, Town Clerk



  
Vivian A. Jones, Mayor