



Wake Forest Board of Commissioners Work Session Meeting Minutes

The Wake Forest Board of Commissioners met on **Tuesday, September 2, 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.

Commissioners Present: Mayor Vivian A. Jones, Commissioner Faith Cross, Commissioner Keith Shackelford, and Commissioner Nick Sliwinski.

Commissioners Absent: Commissioner Ben Clapsaddle and Commissioner Adam Wright.

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 McKinneey
Town Clerk Evelyn Wright
Engineering Director Tim Watson
Planning Director Jennifer Currin
Police Chief Julius Jefferson

Battalion Chief Edward Barrett
Renaissance Centre Director Amy Pridgen
Police Captain Brandon High
Police Captain Matt Perkinson
WFCAA Director Thomasina Colbert
Development Services Manager Patrick Reidy

Presentations

- 1.1 Consideration 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 presented legislative case RZ-24-07 to the Board. Mr. Reidy confirmed the subject property of the rezoning application is in the ETJ and that the proposed zoning for the land, which is currently undeveloped/vacant, is general residential 10 conditional district (GR10-CD). Mr. Reidy gave an overview of

the adjacent land uses/zoning, Community Plan: Land Use, and the sites compliance with the Community Plan's commercial and industrial use areas. Mr. Reidy advised the development of undeveloped or underdeveloped land along Capital Boulevard should be encouraged with both local and regional customers and it should be done in coordination with NCDOT's planned controlled-access highway conversion project. Mr. Reidy advised of other factors to be considered in the Community Plan such as commercial development and Capital Boulevard's U-5307 plan. Mr. Reidy advised a TIA was done but nothing is required beyond what is currently being provided by the Wake Forest Exchange Development. Also, the Comprehensive Transportation Plan contains a "future" backage road for the Star Road corridor. Town staff have suggested that there be an alignment that meets up with the existing right-of-way. Mr. Reidy advised of the proposed exceptions to the UDO standard. Mr. Reidy advised that the Planning Board in a 4-1 vote recommended denial of the rezoning case because it is inconsistent with the Comprehensive Plan and not in the public's interest because of the inconsistency.

Commissioner Sliwinski inquired about the zoning presented in the Comprehensive Land Use map. Commissioner Sliwinski asked if anything can be done with the land due to the backage road cutting through it. Mr. Reidy advised there would need to be an evaluation of available options.

Commissioner Cross inquired about the location of roundabouts. Mr. Reidy advised the roundabouts are potential options to address the backage road. Commissioner Cross further inquired about the road, if it is built as it is, will go behind The Hawthorne. Mr. Reidy advised the Town only had right-of-way dedication. Commissioner Cross confirmed that the Town would be responsible for building the road that will connect to the already existing Star Road. Mr. Reidy confirmed that is correct. Commissioner Cross inquired about the plan for the bridge over Capital Boulevard. Mr. Reidy advised of CAMPO's plan as the roads that appear on the CAMPO and DOT map are not the most updated display of the roads. Commissioner Cross sought confirmation that the plan is to build a road that would eventually loop around and connect to Star Road. Mr. Reidy confirmed the plan. Commissioner Cross requested the map showing the road connecting to Forest Road. Mr. Reidy advised he does not have the map but will provide it in the next agenda packet.

Mayor Jones inquired about where the backage road runs. Mr. Reidy explained the path of the backage road through vacant or undeveloped land and it enters a neighborhood at Forest Road.

Commissioner Cross inquired about the purpose of the back road being a bypass for

Capital Boulevard. Mr. Reidy confirmed and advised that when the U-5307 project is complete it will eliminate the two connection points to Capital Boulevard.

Commissioner Shackelford inquired about the importance of the backage road when the U-5307 project is complete. Mr. Reidy advised it will provide another option for connectivity and circulation of traffic.

Commissioner Sliwinski inquired about the connection site and whether it will support thru traffic. Mr. Reidy confirmed its design is to handle local traffic and not thru traffic. Commissioner Sliwinski inquired about Super Nova being the intended connection point. Mr. Reidy advised that Super Nova is currently a parking lot and is adjacent to the location intended for the road.

Mayor Jones inquired if there is room for the road between the railroad and the apartments. Also, Mayor Jones mentioned there is a historical home in the same location. Mr. Reidy advised that theoretically there is room for the road.

Commissioner Cross inquired if the location of the road is due to the topography in the area. Mr. Reidy advised the location of the road was established 12+ years before and could not confirm the reason being due to topography. Commissioner Cross inquired if topography is considered when making plans for roads. Mr. Reidy advised it is established by CTP and he is unable to confirm how topography is considered. Commissioner Cross inquired if the road would be crossing the railroad tracks. Mr. Reidy confirmed it will not.

Mayor Jones asked if there were any additional questions. None were heard.

1.2 Proclamation Recognizing Annual Constitution Week.

PROCLAMATION CONSTITUTION WEEK

WHEREAS, September 17, 2025, marks the two hundred and thirty-eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation; and

WHEREAS, it is fitting and proper to officially recognize the patriotic celebrations which will commemorate the occasion; and

WHEREAS, public law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week;

NOW, THEREFORE, I, Vivian A. Jones, by virtue of the authority vested in me as Mayor of the Town of Wake Forest, North Carolina, and the Board of Commissioners do hereby proclaim the week of

“SEPTEMBER 17 THROUGH SEPTEMBER 23 CONSTITUTION WEEK”

in the Town of Wake Forest and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787.

This the 2nd day of September 2025.

ATTEST:

Evelyn Wright
Town Clerk



Vivian A. Jones
Mayor

1.3 Wake County Emergency Operations Plan and Mutual Aid Agreement

Chief Ed Barrett presented background and an overview of the Emergency Operation Plan and Mutual Aid Agreement. Chief Barrett advised the plan is a resource document by which funds can be routed in or out of the community for emergencies. Chief Barrett advised that the document instructs that funds be used as intended or requested, the use and return of equipment, and safety measures. Chief Barrett outlines the procedure for requesting emergency assistance from Emergency Management at Wake County. Chief Barrett advised the agreement has a new section that outlines a reimbursement policy. Chief Barrett advised that in 2019 the fire department began creating resources to use in the event of an emergency.

Commissioner Cross inquired about the section that addresses reimbursement. Chief Barrett confirmed that the *Billing and Payments* are the referenced section. Commissioner Cross inquired about getting the intent not to charge the Town for resources used in an emergency in writing and consulted with Town Attorney, Nathan McKinney. Attorney McKinney advised the clause is bi-directional and would apply to the Town as well as Wake County. Chief Barrett advised he will inquire about it.

Mayor Jones asked if there were any additional questions. None were heard.

1.4 Towns of Wake Forest and Youngsville Annexation Agreement Update

Planning Director Jennifer Currin advised the 2007 Annexation Agreement with Youngsville and Rolesville, which is valid for 20 years from date of initiation, is approaching the time to discuss the extension of the agreement for 10 years. Ms. Currin explained the boundaries of the annexation. Ms. Currin advised the request will be made to approve a public hearing for October. Ms. Currin advised Youngsville is operating on a similar schedule.

Mayor Jones inquired that the agreement is a continuation of the existing agreement. Ms. Currin confirmed.

Mayor Jones asked if there were any additional questions. None were heard.

2. Discussion of Monthly Financial Report

2.1 Discussion of August Monthly Financial Summaries

Monthly Financial Report Received.

Mayor Jones asked if there were any questions or comments. No questions were heard.

3. Review of Draft Agenda for Upcoming Regular Meeting

3.1 Draft Agenda for BOC Regular Meeting September 16, 2025

Mayor Jones advised the Proclamation for LGBTQ+ History Month in October will be added to the agenda.

Mayor Jones asked if there were any questions or comments. No questions were heard.

4. Other Business

None

5. Commissioner Reports

5.1 Commissioner Sliwinski advised there are several events coming up at Joyner Park for the Fall. Commissioner Sliwinski advised on September 7th and 14th there will be concerts in the park. "Unplugged," a family friendly event, will be held on September 7th in the park.

Commissioner Cross advised the Memorial Flag Raising is on September 10th. Commissioner Cross advised that she does not support the October is LGBTQ+ History Month Proclamation that will be added to the next regular meeting agenda.

Commissioner Shackelford advised the September 12th FNOW is coming up this week.

Mayor Jones advised that on September 23rd the Anthemion Awards given by the Capital Area Preservation Inc. is giving three awards to Wake Forest: "Sites of Memory" Northeast Community Story Map, Joni and Bryan Falvey for Commercial Rehabilitation of South White Street, and Kiki and Walker Farish for Residential Rehabilitation and Stewardship at Oak Forest. Mayor Jones advised she attended the Dubois Alumni Association Annual Meeting last weekend where there was discussion of a renewed interest in redeveloping their property to support the neighborhood. Mayor Jones advised the "Unplugged" event is a great opportunity to engage with the community and invited all to attend.

Town Manager Kip Padgett introduced Thomasina Colbert, the new Director for the Wake Forest Center for Active Aging and Amy Pridgen, the new Director for the Wake Forest Renaissance Centre.

5.2 Closed Session: 143-318.11(a)(3). Consultation with the Town Attorney

ACTION:

Motion to go into closed session at 6:43 p.m.

1st- Commissioner Sliwinski

2nd Commissioner Cross

Vote: Motion carried 3-0

Reconvened at 6:49 p.m.

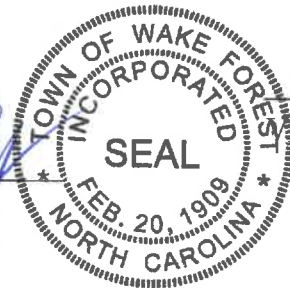
6. Adjournment

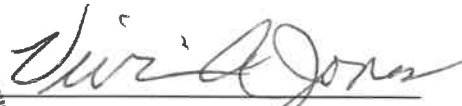
The Board of Commissioners adjourned the meeting at 6:50 p.m.

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

(ATTEST)


Evelyn Wright, Town Clerk




Sylvian A. Jones, Mayor

