

The Wake Forest Board of Commissioners met Tuesday, Dec. 16, 2025. Mayor Vivian Jones and the five commissioners were present.

Watch the Meeting

The [December 16 meeting](#) is available to view on demand. The meeting agenda, including links to specific agenda items, is provided with the video offering easy viewing access to particular items of interest.

Meeting Summary

An overview of the Board's actions is provided below.

Please note: This summary should not be viewed as official minutes. To view the meeting minutes, visit the [BOC page](#) on the Town website or contact Town Clerk [Evelyn Wright](#).

Presentations

- PROCLAMATION World Meditation Day

Public Hearings/Public Comment

- Public Hearing to receive public comment on the five (5) year Capital Improvements Plan (CIP) for FY 2026-2031
 - Jennifer Amyx and Margaret Watkins spoke
- Public Hearing to receive public input for the FY 2026-2027 Annual Operating Budget
 - No one spoke
- Public Comment – the following people spoke (topic(s) provided on sign-up form shown in parentheses):
 - John Finch (Proposed relocation of Ligon Mill Road extension and real property located at 744 Durham Road)
 - Jeffery Newbrough (Traffic in Holding Ridge Siena Drive and Lakeview Drive, Police Presence)
 - Maureen McBride (Commissioner appointment)
 - Jeffery Newbrough (Traffic in Holding Ridge and Town Growth)
 - David McCracken (Capital Improvements Plan Update; Wright Park (Downtown / page PRCR-15)
 - Marian Kirchhoff (The changes at the Wake Forest Center for Active Aging since July 1 from the perspective of a current member volunteer)
 - Whitney Thomas (Procedure for filling the commissioner vacancy)
 - Jennifer Amyx (what was missing at the WFCAA mayor's forum and concerns about the Flock safety cameras in WF)
 - Allan Stewart (Impact of development and congestion on our bucolic streets. Fear that existing road priorities and goals which aim to decongest local roads could actually worsen the impact and grow non WF traffic if not managed correctly. Case in point/ Marshall Farm Street
 - Margaret Watkins (public comment)

Consent Agenda

- Approval of Appointment to Citizen Advisory Boards
- Approve Resolution to Accept Streets into the Town of Wake Forest Street System for Maintenance.
- Approval of the 2026 Street Resurfacing Contract
- Approval of Budget Ordinance Amendment # 3 - FY 2025-2026
- Consideration of an Interlocal Agreement with Wake County for an EMPA Program

Wake Forest Center for Active Aging

Mayor Jones announced the appointment of Commissioner Faith Cross as Town liaison to the WFCOA.

Resolution of Appreciation for Outgoing Commissioner

Mayor Jones read a resolution of appreciation for Outgoing Commissioner Nick Sliwinski.

Oaths of Office for Commissioners-Elect

Commissioners-Elect Haseeb Fatmi and Keith Shackelford were sworn in.

Resolution of Appreciation for Outgoing Mayor

Mayor Pro-Tem Keith Shackelford read a resolution of Appreciation for Outgoing Mayor Vivian Jones. He also presented a gift of appreciation, then announced that Mayor Jones had been awarded The Order of the Long Leaf Pine, the highest award for state service given by the NC Governor. Finally, Shackelford announced that the Town Hall complex, including Town Hall, Town Hall Annex, Facilities Department, and Police Department's Taylor Street Substation, would be renamed the Vivian A. Jones Municipal Campus.

Oath of Office for Mayor-Elect

Mayor-Elect Ben Clapsaddle was sworn in.

Board Vacancy

The Board agreed to accept applications from residents interested in fulfilling Mayor Clapsaddle's unexpired term as commissioner from December 19 through January 14. Individuals who are at least 21 years old and live inside the Town limits are eligible to apply. The BOC will begin the process of reviewing the submitted applications at the close of the application period and will then select a slate of candidates to interview. Selected candidates will be invited to appear before the board and explain why they wish to serve. Following the interviews, the Board will vote to appoint one person to fill the term that will commence immediately and expire in December 2027.

View Meetings Live & On Demand

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After their original air date, meetings are made available in streaming video and featured in a convenient scroll-down menu.

Meeting agendas, including links to specific agenda items, are provided with each video offering easy viewing access to particular items of interest.

Board of Commissioners meetings are also shown live on [Wake Forest TV 10](#) - the Town of Wake Forest's government access channel - then re-broadcast daily throughout the remainder of the month at 9 a.m., 3 p.m., and 9 p.m.

Available to Wake Forest residents and businesses that subscribe to Spectrum Cable TV service, [WFTV 10](#) is also provided on the Town website in real-time streaming video.

BOC Meeting Summaries

Board of Commissioners Meeting Summaries are issued by the Communications & Public Affairs Department following the Board's monthly meetings, which are typically scheduled at 6 p.m. on the third Tuesday of each month. To receive each month's meeting summary via email, sign up for [E-Notifier](#).