



**REGULAR MEETING AGENDA
TUESDAY, JUNE 25, 2024, 6:30 PM**

BOARD OF COMMISSIONERS CHAMBERS

2nd Floor, Town Hall, 301 S. Brooks Street, Wake Forest, NC 27587

Contact Historic Preservation Staff at mmichael@wakeforestnc.gov or 919-435-9516 for information or visit the Historic Preservation webpage under “Meetings” at <https://www.wakeforestnc.gov/planning/historic-preservation>

6:30 Regular Business

1. Call to Order/Roll Call
2. Approval of the Agenda
3. Approval of Minutes of the May 28, 2024, Regular Meeting
4. Public Comment (limited to 3 minutes per person) The HPC is interested in hearing your concerns. However, speakers should not expect HPC 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.
5. Treasurer’s Report
6. Old Items
 - A. Juneteenth Debrief
 - B. Budget FY 25
 - C. Home Tour Update
7. New Items
 - A. Staff Updates
 - B. Member Updates
8. Adjourn



Wake Forest Historic Preservation Commission Minutes

The Wake Forest Historic Preservation Commission met on **28 May 2024**, at **6:30 p.m.** in the Board Room at Wake Forest Town Hall, 301 S Brooks Street.

Historic Preservation Commission Members present Elizabeth Miller, Chairperson, Nancy Ginger, Vice-Chairperson, Joni Falvey , Melvin Hill, Jr, David Bennett, Jason Mobraten.

Historic Preservation Commission Members absent: Andrea Radford, Angela Wright, Allen Jenkins

Staff Members present: Michelle Michael (HPC Staff Liaison)

Visitors: None

1. Call to Order

Elizabeth Miller called the meeting to order at 6:35 p.m. A quorum was established.

2. Adoption of Agenda

ACTION: Approval of agenda for Regular Meeting held 28 May 2024.

Mover: Nancy Ginger moved to adopt the agenda as presented.

Second: David Bennett

Vote: Motion carried 6-0

3. Approval of Minutes

ACTION: Approve April 2024 minutes as presented.

Mover: Mel Hill, Jr. moved to approve the April 2024 minutes as presented.

Second: Jason Mobraten

Vote: Motion carried 6-0

4. Public Comment (limited to 3 minutes per person)

No public comment.

5. Treasurer's Report

ACTION: A Treasurer's Report was not provided for approval.

No Action.

6. Old Items

A. Event Planning for Juneteenth

Staff provided an overview of the event and the volunteer opportunities at both the Juneteenth Celebration at DuBois and the Ailey Young House. HPC members indicated they wanted to volunteer. Staff offered to email shift assignments and additional information.

B. Funding Options for the Local Historic District

Staff provided background on the Local Grant Program that was suspended last year due to a conflict with the NC Constitution. The HPC was asked for ideas to assist the Local Historic District owners. Increasing the Home Tour stipend was offered as was working with the Woman's Club or Garden Club to start a grant fund. Staff will research both options and return with answers.

C. Home Tour Update

The home tour committee met and discussed a new name, a decision has not been made. Two homes have confirmed participation (Schlink House and the Mutschler House) in addition to the Ailey Young House.

7. New Items

A. Staff Updates

- Staff provided a draft budget and will provide a final draft for approval at the June meeting.
- Planner I – HP has been hired. Start date is June 10th.
- Police History Intern started today!
- HP Intern starts on June 10th.
- CLG Grant Application submitted to conduct Ground Penetrating Radar/Public Workshop/National Register Nomination of Olive Branch Baptist Church and Cemetery and Friendship Chapel Baptist Church and two cemeteries.

- Park History Interpretative Panels for Community House & Pool, Holding Park, and Forrest Park are complete and on order.

A. Member Updates

None

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| 8. Adjournment |
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ACTION: Adjourn meeting.

Mover: David Bennet moved to adjourn the meeting.

Second: Nancy Ginger

Vote: Motion was approved 6-0 and the meeting adjourned at 7:36 pm.

Duly approved in open session this day 25 June 2024.

Board Secretary

Board Chair