



**REGULAR MEETING AGENDA  
TUESDAY, JULY 23, 2024, 6:30 PM**

**BOARD OF COMMISSIONERS CHAMBERS**

**2<sup>nd</sup> Floor, Town Hall, 301 S. Brooks Street, Wake Forest, NC 27587**

Contact Historic Preservation Staff at [mmichael@wakeforestnc.gov](mailto: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 June 25, 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. Budget FY 25
  - B. Strategic Planning Update
  - C. Upcoming Events
  - D. Home Tour Update
7. New Items
  - A. Staff Updates
  - B. Summer Intern Updates
  - C. Member Updates
8. Adjourn



## Wake Forest Historic Preservation Commission Minutes

The Wake Forest Historic Preservation Commission met on **25 June 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, Allen Jenkins, Melvin Hill, Jr, David Bennett, Andrea Radford, Angela Wright, Jason Mobraten, Joni Falvey.

**Historic Preservation Commission Members absent:** Nancy Ginger

**Staff Members present:** Michelle Michael (HPC Staff Liaison), Paige Regna (Planner I)

**Visitors:** Michael Hancock with the Town of Wake Forest Technical Advisory Board

### 1. Call to Order

Elizabeth Miller called the meeting to order at 6:30 p.m. A quorum was established.

### 2. Adoption of Agenda

**ACTION:** Approval of agenda for Regular Meeting held 25 June 2024.

**Mover:** David Bennett moved to adopt the agenda as presented.

**Second:** Melvin Hill

**Vote:** Motion carried 8-0

### 3. Approval of Minutes

**ACTION:** Approve May 2024 minutes as presented.

**Mover:** Andrea Radford moved to approve the May 2024 minutes as presented.

**Second:** David Bennett

**Vote:** Motion carried 8-0

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

No public comment.

## 5. Treasurer's Report

**ACTION:** Approve the Treasurer's Report from May 31, 2024.

**Mover:** Angela Wright

**Second:** David Bennett

**Vote:** 8-0

## 6. Old Items

### A. Juneteenth Debrief

Staff provided an overview of the Juneteenth event and shared ideas for next year. The Historic Preservation Commission provided feedback on their experiences at the event.

### B. Budget FY 2025

Staff presented the draft Historic Preservation Commission budget FY 2025, draft Long Range Planning budget FY 2025, draft Historic Preservation Planning budget FY 2025. Staff will bring a final copy of the budget to the July meeting for approval.

### C. Home Tour Update

The home tour committee met and discussed a new name and decided to continue using Historic Home Tour. Two homes have confirmed participation (Schlink House and the Mutschler House) in addition to the Ailey Young House and Calvin Jones House. The home tour committee discussed other ideas in place of a home tour if there are not enough houses.

## 7. New Items

### A. Staff Updates

- Planner I, Paige Regna, introduced herself.

### B. Member Updates

None

## 8. Adjournment

**ACTION:** Adjourn meeting.

**Mover:** David Bennett

**Second:** Jason Mobraten

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**Vote: 8-0**

**The meeting closed at 7:03 pm.**

Duly approved in open session this day 23 July 2024.

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Board Secretary

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Board Chair