



**REGULAR MEETING AGENDA
TUESDAY, JULY 22, 2025, 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 June 24, 2025, 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. Northeast Gateway Park Concept Plans
 - B. Budget FY26
 - C. Historic Preservation Programming Guide Approval
7. New Items
 - A. A request from staff to forward the Local Landmark investigation and report to the North Carolina Department of Natural and Cultural Resources for review and comment.
 - B. Staff Updates
 - C. Member Updates
8. Adjourn



Wake Forest Historic Preservation Commission Minutes

The Wake Forest Historic Preservation Commission met on **24 June 2025**, at **6:30 p.m.** in the Board Room at Wake Forest Town Hall, 301 S Brooks Street.

Historic Preservation Commission Members present: Joni Falvey, Vice-Chair, Jason Mobraten, Pamala Jeffries, Sarah Soleim, Andrea Radford.

Historic Preservation Commission Members absent: Elizabeth Miller, David Bennett, Allen Jenkins.

Staff Members present: Michelle Michael (HPC Staff Liaison), Paige Regna (HP Planner), Elise Newhouse (HP Intern).

Visitors: Keith "Kiki" Farish.

1. Call to Order

Joni Falvey called the meeting to order at 6:31 p.m. A quorum was established.

2. Adoption of Agenda

ACTION: Approval of agenda for Regular Meeting held 24 June 2025.

Mover: Andrea Radford moved to adopt the agenda as presented.

Second: Jason Mobraten

Vote: Motion carried 5-0

3. Approval of Minutes

ACTION: Approve May 2025 minutes as presented.

Mover: Sarah Soleim moved to approve the May 2025 minutes as presented.

Second: Pamala Jeffries

Vote: Motion carried 5-0

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

No public comment.

5. Treasurer's Report

Paige Regna presented the Treasurer's Report for May 2025.

6. Old Items

A. Historic Preservation Commission Applicants

Paige Regna, Planner I- Historic Preservation, introduced Keith "Kiki" Farish as the HPC applicant who lives in the Wake Forest ETJ. Paige explained that this opening will fill the ETJ representation requirement for the HPC, and the HPC will either recommend or not recommend the applicant to the Wake Forest Board of Commissioners (BOC). The BOC will then make a recommendation to the Wake County Board of Commissioners to approve the applicant. Kiki Farish is the owner of Oakforest, a Wake Forest Local Historic Landmark, and she recently completed a renovation of Oakforest. Kiki introduced herself as being grateful to the State Historic Preservation Office and local staff and the HPC for guidance on the renovation project. She wants to join the HPC to give back.

ACTION: Recommend Keith "Kiki" Farish to represent the ETJ on the Historic Preservation Commission to the Wake Forest Board of Commissioners for recommendation to the Wake County Board of Commissioners.

Mover: Andrea Radford moved to recommend the appointment of Kiki Farish to the Historic Preservation Commission.

Second: Sarah Soleim

Vote: Motion carried 5-0

B. Budget FY26

Michelle Michael, Senior Planner – Historic Preservation, presented the draft Historic Preservation Commission budget for FY26. The final budget will be presented at the July regular meeting.

C. Historic Preservation Programming Guide

Paige Regna presented the Historic Preservation Programming Guide that includes educational and event programming for the Historic Preservation program and HPC. The HPC determined that it would be best to wait to approve the document until the July meeting when more members would be in attendance.

D. Juneteenth Recap

Paige Regna reported that there were between 40-50 people who visited the Ailey Young House on Saturday, June 21. The HPC said that it was a successful day at Dubois, and the trivia wheel was the biggest eyecatcher. The HPC recommended creating trivia questions for kids specifically. The tablet with the Wake Forest History Exchange did not work well for Juneteenth, but it could work better at an indoor event. Kids were not as interested in the activity book at this event, but it will likely do better at the Community Arts Festival.

8. New Items

A. Staff Updates

- An Open House for the Ailey Young House Park Concept Plan will be on June 26 from 5:30-7:30pm at the Alston-Massenburg Center. There will be 2 park concepts presented for public feedback. The public survey will be open from June 27 – July 29. The concepts will be presented at the HPC July regular meeting.
- The Oakforest event will be on Saturday, September 27th from 2-4pm.
- The GPR project of Olive Branch and Friendship Chapel cemeteries is underway. The GPR is expected to happen this summer with two public workshops in the Fall.
- The Preservation North Carolina conference is October 5-7 in Asheville, and it is budgeted for three HPC members to attend. Joni Falvey and Pamala Jeffries said they would like to attend.

B. Member Updates

- Sarah Soleim informed the HPC that the Horace Kephart exhibit is leaving the Wake Forest Historical Museum on June 26th. The museum's next exhibit will be titled "Our State Dog: North Carolina's Plott Hounds."

9. Adjournment

ACTION: Adjourn meeting.

Mover: Sarah Soleim

Second: Jason Mabraten

Vote: 5-0

The meeting closed at 7:09 pm.

Duly approved in open session this day 22 July 2025.

Historic Preservation Commission

Date: 22 July 2025

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Board Secretary

Board Chair