



Town of Burgaw
Board of Commissioners Meeting
Burgaw Municipal Building, 109 North Walker Street, Burgaw NC
February 11, 2020 at 4:00 PM

AGENDA

1. **Call to Order – Mayor Kenneth Cowan**
2. **Invocation – Reverend Nick Smith**
3. **Pledge of Allegiance – All**
4. **Approval of Agenda**
5. **Approval of Consent Agenda**
 - A. Approval of the January 14, 2020 regular meeting minutes
 - B. Approval of Resolution 2020-01 Supporting the Wilmington Rail Realignment Project
 - C. Approval of Ordinance 2020-01 Closing the Capital Project Ordinance for the Town of Burgaw Clark Street Water and Sewer Main Improvements
 - D. Approval of Ordinance 2020-02 Closing the Capital Project Ordinance for the Town of Burgaw Water Distribution System Rehabilitation Project
 - E. Approval of Ordinance 2020-03 Recognizing funds received from the HOME programs FCB Account #91181632 into the FY 19-20 budget

**Items under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Board.*

SPECIAL REQUESTS/PRESENTATIONS

6. Presentation of the June 30, 2019 Audit – *Lee Grissom, S. Preston Douglas & Associates*

DEPARTMENTAL ITEMS

Human Resources Department – Kimberly Rivenbark, Human Resources Technician

7. ADA Transition Plan – Discussion
8. Resolution 2020-02 Amending the Current Personnel Policy

Parks & Recreation Department – Cody Suggs, Director

9. Depot Usage Policies - Discussion

ITEMS FROM ATTORNEY – Zachary Rivenbark, Town Attorney

10. To be announced

ITEMS FROM MANAGER – James Gantt, Town Manager

11. EMS Building Renovations - Discussion
12. Other items to be announced

ITEMS FROM MAYOR AND BOARD OF COMMISSIONERS

13. Consideration of RFQs for Courthouse Avenue Project
14. Other items to be announced

BREAK (5:30 or thereabout)

There will be a five minute break in order to allow citizens to sign up for Public Forum and Public Hearings.

PUBLIC FORUM

15. Public Forum - The Public Forum is for non-public hearing items only. Speakers must sign in, step to the podium when recognized, state your name and residence address and limit remarks to three (3) minutes per speaker.

PUBLIC HEARINGS

Public Hearing #1 – Andrea Correll, Planning Director

16. **Consideration of Text Amendments to the Unified Development Ordinance:** Recommend amending the Unified Development Ordinance to include text amendments related to Condition Use Permits amending the following sections: Section 3-10: Conditional Use Permits C. Procedures (b), Section 6-2: Definitions of Basic Terms deleting retail and adding Retail Store, Section 8-2: Table of Permitted Uses to change some uses from a conditional use permit to a use by right with standards, Section 8-4: Use Standards adding standards to reflect amendments to the Table of Permitted Uses (and removing reference lettering and alphabetizing), Section 8-5: Regulations for Conditional Uses amending standards to reflect amendments to the Table of Permitted Uses.
17. **Resolution 2020-03:** Adopting a statement of consistency regarding requested text change amendments as described above.
18. **Ordinance 2020-04:** Approving Text Amendments to the Unified Development Ordinance as described above.

Public Hearing #2 – James Gantt, Town Manager

19. Early Citizen Input on FY 2020-2021 Budget
20. **CLOSED SESSION** – if applicable
21. **ADJOURNMENT**