



**Town of Burgaw
Board of Commissioners Meeting
Burgaw Town Center, 108 E. Wilmington Street, Burgaw NC
October 10, 2023 at 4:30 PM**

AGENDA

- 1. Call to Order – *Mayor Olivia Dawson***
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Approval of Agenda**
- 5. Approval of Consent Agenda**
 - A. Approval of the September 12, 2023 Regular Meeting Minutes
 - B. Approval of the September 12, 2023 Closed Session Minutes
 - C. Ordinance 2023-27 Amending the FY 23-24 budget to recognize insurance proceeds.
 - D. Ordinance 2023-28 Amending the FY 23-24 budget to reflect a fund balance appropriation for expenses associated with the replacement of a portion of sidewalk on South Wright Street.

**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. Traffic Concerns – *Karen Malloy***
- 7. Deed of Easement Discussion – *Robert Kenan, Attorney***
- 8. Burgaw Baptist Church Street Closure Request – *Laura Hinson***
- 9. Meet Our Principals – *Principals from local Pender County Schools***
- 10. Fire Prevention Month – *Marybeth Kratovel, Burgaw Firefighter/Apparatus Operator***

DEPARTMENTAL ITEMS

- 11. Departmental Updates – *Department Heads***

ITEMS FROM ASSISTANT MANAGER – *Jim Hock, Assistant Town Manager*

12. Updates on Current Town Projects
 - Public Works Facility Expansion
 - Burgaw Cemetery Fence
13. Other items to be announced

ITEMS FROM MANAGER – *James Gantt, Town Manager*

14. Updates on Current Town Projects
 - NCDOT Carbon Reduction Program Grant
 - Storm Water Master Plan Grant
 - State Budget – Funds Allocated to Town of Burgaw
 - Digital Agenda Project
 - Burgaw Town Center
 - Downtown Parking
 - Sidewalk Projects
 - Parks Camera and Access Control System
15. Other items to be announced

ITEMS FROM ATTORNEY – *Zachary Rivenbark, Town Attorney*

16. To be announced

ITEMS FROM MAYOR AND BOARD OF COMMISSIONERS

17. A250 Planning
18. Drainage at Village on Eighteen & Golf Course
19. Dees Park Project & Funding
20. Westside Trail Updates & Funding
21. Erosion and culvert needs in town
22. 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

23. **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. Remarks should be limited to three (3) minutes per speaker.*

PUBLIC HEARING

Public Hearing #1 – Gilbert Combs, Planning Director

24. Consideration of a text amendment to the Unified Development Ordinance requested by Carolyn Moser of Pender County Health and Human Services to amend section 8.13 Dimensional Requirements; Table of Area, Yard, and Height Requirements. The amendment would increase the maximum height for Office Use in the Office & Institutional Zoning District from 35 feet to 45 feet.
25. Resolution 2023-23 Adopting a statement of consistency regarding text amendments of the Town of Burgaw Unified Development Ordinance requested by Carolyn Moser of Pender County Health and Human Services to amend Section 8.13 Dimensional Requirements; Table of Area, Yard and Height Requirements, to increase the maximum height for office use from 35 feet to 45 feet.
26. Ordinance 2023-29 A requested text change amendment of the Town of Burgaw Unified Development Ordinance requested by Carolyn Moser of Pender County Health and Human Services to amend Section 8.13 Dimensional Requirements; Table of Area, Yard and Height Requirements, to increase the maximum height for office use from 35 feet to 45 feet.
27. **CLOSED SESSION** – pursuant to NC GS 143-318.11(a)(3) Attorney/Client Privilege
28. **ADJOURNMENT**