



AGENDA | BOARD OF COMMISSIONERS REGULAR MEETING

October 8, 2024 at 4:30 PM

Burgaw Town Center
108 E Wilmington St

1. Call to Order

2. Invocation

3. Pledge of Allegiance

4. Approval of Agenda

5. Approval of Consent Agenda

*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.

A. Approval of the August 27, 2024 Special Meeting Minutes

B. Approval of the August 15, 2024 Special Meeting Minutes

C. Approval of the August 13, 2024 Regular Meeting Minutes

D. Approval of the August 13, 2024 Closed Session Minutes

E. Approval of the February 27-28, 2024 Special Meeting Minutes

F. Ordinance 2024-24 Amending the FY 2024-2025 budget to include a Fund Balance Appropriation for T-shirt purchase in the Fire Department

G. Ordinance 2024-25 Amending the FY 2024-2025 budget to include a Fund Balance Appropriation for the Beautification Committee

6. Special Requests/Presentations

A. Employee Recognitions

7. Departmental Items

- A. **Information Technology Department**
Dustin McCullen, IT Manager
- B. **Public Works Department**
Alan Moore, Public Works Director
- C. **Fire Department**
Johnathan Prevatte, Fire Chief
- D. **Facilities & Grounds Department**
Damon Stanley, Facilities & Grounds Director
- E. **Parks, Recreation & Tourism Department**
Cody Suggs, Parks & Recreation Director
- F. **Planning Department**
Ron Meredith, Planning Director
- G. **Building Inspections Department**
Louis Hesse, Building Code Administrator
- H. **Finance Department**
Wendy Pope, Finance Officer
- I. **Human Resources Department**
Kimberly Rivenbark, Human Resources Director/Deputy Town Clerk
- J. **Police Department**
Jim Hock, Police Chief

8. Public Forum

9. Public Hearings

- A. Consideration of a text amendment to the Unified Development Ordinance requested by Planning Staff to amend Section 8.15, to add recreational and vacation camps (except campgrounds) as a use in the I-1 and O&I.
 - I. Resolution 2024-26 Adopting a statement of consistency regarding text amendments of the Town of Burgaw Unified Development Ordinance requested by staff of the Town of Burgaw to amend Chapter 8 Zoning,

Section 8.14, Table of Permitted Uses, to add the use of recreational and vacation camps (except campgrounds) as a use in the I-1 and O&I.

- II. Ordinance 2024-26 A text change amendment to the Town of Burgaw Unified Development Ordinance requested by staff of the Town of Burgaw to amend Chapter 8 Zoning, Section 8.14, Table of Permitted Uses, to add the use of recreational and vacation camps (except campgrounds) as a use in the I-1 and O&I.
- B. Consideration of a text amendment to the Unified Development Ordinance requested by Planning Staff to amend Section 8.15 use standards, to modify language related to the Bars, Cocktail Lounge, and/or Nightclubs use in the (PUD) (B-1, B-2) and to modify separations between uses.
 - I. Resolution 2024-27 Adopting a statement of consistency regarding text amendments of the Town of Burgaw Unified Development Ordinance requested by staff of the Town of Burgaw to amend Chapter 8 Zoning, Section 8.15 Use Standards, to remove the minimum separation between Bars, Cocktail Lounges, and/or Nightclubs to churches, elementary schools, public parks, or existing residential structures as measured by a straight line between the closest exterior walls of the principal structures.
 - II. Ordinance 2024-27 A text amendment to the Town of Burgaw Unified Development Ordinance requested by staff of the Town of Burgaw to amend Chapter 8 Zoning, Section 8.15 Use Standards, to remove the minimum separation between Bars, Cocktail Lounges, and/or Nightclubs to churches, elementary schools, public parks, or existing residential structures as measured by a straight line between the closest exterior walls of the principal structures.

10. Items from Assistant Manager

11. Items from Manager

12. Items from Attorney

13. Items from Mayor and Board of Commissioners

- A. Consideration of a Parks & Recreation Advisory Board application
- B. Duke Energy Progress, LLC Franchise Ordinance Renewal

14. Closed Session

- A. Pursuant to NC GS 143-318.11(a)(3) Attorney/Client Privilege and NC GS 143-318.11(a)(6) Personnel

15. Adjournment