



AGENDA | BOARD OF COMMISSIONERS REGULAR MEETING

November 12, 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 September 10, 2024 Regular Meeting Minutes
 - B. Approval of the September 10, 2024 Closed Session Minutes
 - C. Approval of the October 8, 2024 Regular Meeting Minutes
 - D. Approval of the October 8, 2024 Closed Session Minutes
 - E. Ordinance 2024-28 Amending the FY 2024-2025 Annual Budget to recognize additional Building Permit revenue and Inspections departmental expenditures.
 - F. Ordinance 2024-29 Amending the FY 2024-2025 Annual Budget to reflect changes to the Schedule of Fees
- 6. Special Requests/Presentations**
 - A. Employee Introductions

- B. Swearing In of Burgaw Firefighters Michael Willingmyre, Joseph Williams Jr., and Parker Brown - Mayor Dawson
- C. Life Saving Award and Citizens Commendation Award - Johnathan Prevatte, Fire Chief
- D. Recognition of the Promotion of Sergeant Kennedy, Burgaw Police Department - Jim Hock, Police Chief
- E. FY 2023-2024 Audit Presentation - Lee Grissom, S. Preston Douglas & Associates
- F. Burgaw Rotary Club - Fee Waiver Request
- G. Burgaw Area Chamber of Commerce - Street Closure Request for Annual Christmas Parade

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 Hearing

A. Consideration of a text amendment to the Unified Development Ordinance requested by Planning Staff to amend Section 8.14, to add Auction Houses (excluding livestock) as a use in the I-1.

- I. Resolution 2024-29 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 Auction Houses (excluding livestock) as a by-right use in the I-1 zoning district.
- II. Ordinance 2024-30 A text change amendment to the Town of Burgaw Unified Development Ordinance requested by staff of the Town of Burgaw to amend Chapter 8, Section 8.14. Table of Permitted Uses, to add Auction Houses (excluding livestock) as a by-right use in the I-1 zoning district.

B. Consideration of a text amendment to the Unified Development Ordinance requested by Planning Staff to amend Section 9.27.3, to modify tree mitigation requirements and tree removal requirements of public property.

- I. Resolution 2024-30 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 9, Sections 9.27.3 to add language related tree mitigation requirements and tree removal requirements of public property.
- II. Ordinance 2024-31 A text change amendment to the Town of Burgaw Unified Development Ordinance requested by staff of the Town of Burgaw to amend Chapter 9, Sections 9.27.3 to add language related tree mitigation requirements and tree removal requirements of public property.

C. Consideration of a text amendment to the Unified Development Ordinance requested by Planning Staff to amend Section 9.27.3, to modify the tree inventory requirements.

- I. Resolution 2024-31 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 9, Sections 9.27.3. to add language providing an additional option for the tree inventory.
- II. Ordinance 2024-32 A text change amendment to the Town of Burgaw Unified Development Ordinance requested by staff of the Town of Burgaw to amend Chapter 9, Sections 9.27.3. to add language providing an additional option for the tree inventory.

10. Items from Assistant Manager

- A. Project Updates

11. Items from Manager

- A. Burgaw Business Improvement District (BID) Extension
- B. Project Updates

12. Items from Attorney

13. Items from Mayor and Board of Commissioners

14. Closed Session

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

15. Adjournment