



AGENDA | BOARD OF COMMISSIONERS REGULAR MEETING

August 12, 2025 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 July 8, 2025 Regular Meeting Minutes

B. Approval of the July 8, 2025 Closed Session Minutes

C. Ordinance 2025-16 Amending the FY 25-26 budget to reflect changes to the Parks and Recreation's Facilities Rentals section of the Schedule of Fees

6. Special Requests/Presentations

A. Employee Recognitions

B. NC Blueberry Festival Association - Street Closure Request

7. Departmental Items

A. Public Works Department

Alan Moore, Public Works Director

B. Fire Department

Johnathan Prevatte, Fire Chief

- I. Ordinance 2025-17 Amending the Town of Burgaw Code of Ordinances, Chapter 6, Buildings and Building Regulations, Article II, Section 6-32 and Chapter 16, Fire Prevention and Protection, Article II, Section 16-31
- II. Ordinance 2025-18 Amending the FY 25-26 budget to reflect changes to the Fire Marshal's section of the Schedule of Fees

C. Facilities & Grounds Department

Damon Stanley, Facilities & Grounds Director

D. Parks, Recreation & Tourism Department

Cody Suggs, Parks & Recreation Director

- I. Street Closure Request for Cycle NC Event

E. Planning Department

Ron Meredith, Planning Director

F. Building Inspections Department

Louis Hesse, Building Code Administrator

G. Finance Department

Tiffany Byrd, Finance Officer

H. Human Resources Department

Kimberly Rivenbark, Human Resources Director/Deputy Town Clerk

I. Police Department

Jim Hock, Police Chief

8. Public Forum

9. Public Hearings

A. Consideration of a preliminary plat for a Major Subdivision (Quasi-Judicial) on an existing RA, Rural Agricultural district for a 191-lot single-family detached residential development located at 2630 NC HWY 53 W (PIN: 3218-28-4425-0000).

- I. Resolution 2025-15 Resolution for a Major Subdivision for property located on NC Highway 53 and Henry Brown Road, Weldon Village, to allow a proposed 191-lot single-family detached development in the existing RA, Rural Agricultural District.

- II. Ordinance 2025-19 Consideration of a Major Subdivision for property located on NC Highway 53 and Henry Brown Road, Weldon Village, to allow a proposed 191-lot single-family detached development in the existing RA, Rural Agricultural District.

B. Consideration of a Special Use Permit (Quasi-Judicial) for a Planned Building Group to be on an existing O&I (Office & Institutional) district for a 135-unit townhome development located on the east side of US HWY 117 and North of Annie P. Faison Rd (PIN: 3229-81-3143-0000, 3229-81-9004-0000, 3229-91-4024-0000, and 3229-90-7421-0000).

- I. Resolution 2025-16 Special Use Permit for a Planned Building Group (residential), Burgaw Townhomes, to be located on the east side of US Highway 117 and north of Annie P. Faison Road to allow a proposal for a 135-unit townhome development in the existing O&I District.

10. Items from Assistant Manager

- A. Updates on current projects

11. Items from Manager

- A. Updates on current projects

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 and NC GS 143-318.11(a)(6) Personnel

15. Adjournment