



AGENDA | BOARD OF COMMISSIONERS REGULAR MEETING

September 9, 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 29, 2025 Special Meeting Minutes

B. Approval of the August 12, 2025 Regular Meeting Minutes

C. Approval of the August 12, 2025 Closed Session Minutes

D. Resolution 2025-17 Authorizing execution of necessary documents to and accept grant funding for Phase 4 of the Resilient Coastal Communities Program (RCCP) through the NC Department of Environmental Quality

E. Resolution 2025-18 Designating Authorized Signatories for Town of Burgaw Bank Accounts

6. Special Requests/Presentations

A. Employee Recognitions

7. Departmental Items

A. **Information Technology Department**
Dustin McCullen, IT Director

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

I. Consideration of amending the Historic Burgaw Train Depot Usage Policy

F. Planning Department

Ron Meredith, Planning Director

G. Building Inspections Department

Louis Hesse, Building Code Administrator

H. Finance Department

Tiffany Byrd, Finance Officer

I. Human Resources Department

Kimberly Rivenbark, Human Resources Director/Deputy Town Clerk

J. Police Department

James Rowell, Police Chief

8. Public Forum

9. Public Hearing

A. Consideration of a proposed Conditional R-7 District rezoning request on ±3.4 acres of land from O&I, Office and Institutional district to R-7 (CZ), R-7 Residential, Conditional Zoning district located on Worth Beverage Dr. (SR-1481) and Progress Dr. (SR-1413) (PIN 3228-58-6970-0000).

I. Resolution 2025-20 Adopting a statement of consistency regarding an amendment of the official zoning map of the Town of Burgaw requested by Andrew Smith with Grand Visions Investments LLC to rezone property located on Worth Beverage Drive and Progress Drive (PIN: 3228-58-6970-0000) from O&I, Office and Institutional District to R-7 (CZ), R-7 Residential, Conditional Zoning District for a duplex (two-family)

neighborhood with 11 structures containing 2 units in each structure to total 22 units

- II. Ordinance 2025-20 A map amendment of the official zoning map of the Town of Burgaw requested by Andrew Smith with Grand Visions Investments LLC to rezone property located on Worth Beverage Drive and Progress Drive (PIN: 3228-58-6970-0000) from O&I, Office and Institutional District to R-7 (CZ), R-7 Residential, Conditional Zoning District for a duplex (two-family) neighborhood with 11 structures containing 2 units in each structure to total 22 units

10. Items from Manager

- A. Updates on current projects

11. Items from Attorney

12. Items from Mayor and Board of Commissioners

- A. Consideration of appointing one (1) ETJ Planning Board Member
- B. Resolution 2025-21 Pledging to Practice and Promote Civility in the Town of Burgaw

13. Closed Session

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

14. Adjournment