



**Wendell Town Board of Commissioners
Board Room
15 E. Fourth Street, Wendell, NC 27591
Town Board Meeting Agenda
Monday, November 25, 2019 @ 7:00 PM**

CALL TO ORDER

- Welcome by Mayor Virginia R. Gray
- Pledge of Allegiance by Lake Myra Elementary School Student, Emma Hernandez
- Invocation by Wendell Council of Churches: Saint Eugene Catholic Church

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

2. PUBLIC COMMENT PERIOD *[one-hour time limit in total]*

The Public Comment Period is your opportunity to share comments with the Town Board on any topic as long as it is not an item scheduled for public hearing. During Public Comment, the Town Board receives comments and refrains from speaking.

Thanks to everyone in the audience for respecting the business meeting by abstaining from speaking from the audience, applauding speakers, or other actions that distract from the meeting.

Anyone wanting to speak during Public Comment Period should do the following:

- *Sign up prior to the beginning of the meeting. The sign-up period will begin 20 minutes prior to the start of the meeting and will end when the meeting begins.*
- *When the Public Comment Period is announced, come to the podium and state your name and address for the record.*
- *Be concise and limit your comments to three minutes or less. Designate a spokesperson for large groups. Direct comments to the full Town Board and not to an individual Town Board member.*

3. CONSENT AGENDA

The Board of Commissioners uses a Consent Agenda to act on non-controversial items unanimously recommended for approval or have been discussed at previous meetings. The Consent Agenda is acted upon by one motion and vote of the Board. Any individual board member may pull items from the Consent Agenda for further discussion. Items pulled will be handled with the "OTHER BUSINESS" agenda topic.

3a. Wake County Tax Report

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. Recognition of Lake Myra Elementary School Teacher, Erica Drapeau
Speaker: Mayor Virginia Gray
- 4b. Presentation of the Town of Wendell Communications Plan
Speaker: Assistant to the Manager Stephanie Smith
- 4c. Snap Shot

5. PUBLIC HEARINGS

Public Hearing Guidelines:

- *Case is announced*
 - *Staff presentation*
 - *Public hearing is opened*
 - *Applicant presentation*
 - *Citizens will follow the same rules as Public Comment Period and will have five minutes to speak*
 - *Close public hearing*
 - *Board members ask questions*
 - *Board may take action*
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- 5a. **PUBLIC HEARING:** Consider the permanent closure of public right-of-way known as the alley located between East Campen Street and Third Street.
Speaker: Planning Director David Bergmark

6. ADMINISTRATIVE ITEMS

- 6a. Request for temporary street closure(s) for Wendell Wonderland in Downtown Wendell on Friday, December 6, 2019.
Speaker: Parks and Recreation Director Jeff Polaski
- 6b. Request for the Town Board to authorize the Town Manager to enter negotiations with RFQ respondents for design build services related to East Campen Street Parking & Event Space.
Speaker: Assistant Planning Director Bryan Coates

7. OTHER BUSINESS (any item pulled from the CONSENT AGENDA [item 3 on this agenda] will be discussed during this portion of the agenda)

- 7a. Update on board committee(s) by Town board members:
 -  CAMPO [Mayor Gray]
 -  East Wake Senior Center [Commissioner David Myrick]

- 7b. Recognition of Outgoing Elected Officials
Speaker: Mayor Virginia Gray

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

Closed session will be called if necessary.

11. ADJOURN