



**Wendell Town Board of Commissioners
Board Room
15 E. Fourth Street, Wendell, NC 27591
Town Board Meeting Agenda
Monday, September 23, 2019 @ 7:00 PM**

CALL TO ORDER

- Welcome by Mayor Virginia R. Gray
- Pledge of Allegiance by East Wake High School Student, Allyson Smith
- Invocation by Wendell Council of Churches: Wendell First Baptist Church, Reverend James Lee

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
- 3b. Approval of the Minutes from the August 26 regular Town Board Meeting

- 3c. Zoning Text Amendment to Sections 2.3 and 19.3 of the Unified Development Ordinance (UDO) to establish a Commissary Kitchen use (second reading).
- 3d. Zoning Map Amendment request to Rezone 3 Acres (PIN #1784-90-8357) located at 450 Old Wilson Rd. from Corridor Mixed-Use (CMX) to Highway Commercial (CH)

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. Snap Shot Monthly Reports
Speaker: Town Manager Marc Collins

5. PUBLIC HEARINGS

No Public Hearings Scheduled

6. ITEMS FOR DECISION

- 6a. Appearance Commission FY 2020 Workplan
Speaker: Planning Director David Bergmark
- 6b. Harvest Festival Road Closure and Alcohol Waiver Request
Speaker: Wendell Chamber of Commerce Director, President-Elect, Peedie Edwards
- 6c. Ordinance to Amend the Fiscal Year 2020 Budget to revise Capital Project Schedules for Town Hall Design and Downtown Parking and Event Space
Speaker: Town Manager Marc Collins
- 6d. Downtown Parking and Event Space Capital Improvement Project
Speaker: Assistant Planning Director Bryan Coates
- 6e. Request for Qualifications (RFQ) for Owner's Project Manager (OPM) for the Town Hall and related Capital Improvement Projects
Speaker: Public Works Director Brian Bray
- 6f. Information Technology (IT) Recommendation for Award of Bid and Request to Negotiate a Contract and Master Service Agreement.
Speaker: Police Chief Bill Carter

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:

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

Closed session will be called if necessary.

11. ADJOURN