

**TOWN OF WENDELL  
BOARD OF COMMISSIONER MEETING MINUTES  
AUGUST 24, 2020**

The Wendell Town Board of Commissioners held their virtual, regular meeting on Monday, August 24, 2020, in the Town Board Room, Wendell Town Hall, 15 East Fourth Street.

**PRESENT:** Mayor Virginia Gray; Mayor Pro Tem John Boyette (virtually);  
Commissioners: Jason Joyner, Joe DeLoach (virtually), Jon Lutz, and Philip Tarnaski

**ABSENT:**

**STAFF PRESENT:** Town Manager Marc Collins, Town Clerk Megan Howard, Town Attorney Jim Cauley (virtually), Assistant to the Manager Stephanie Smith, Police Chief Bill Carter, Planning Director Niki Jones, Assistant Planning Director Bryan Coates, and HR Administrator Debbie Cannady.

**SPECIAL NOTICE**

Due to the Declared State of Emergency in response to the COVID-19 Virus, the Town of Wendell has altered the traditional meeting process to accommodate and encourage positive public health practices. The Town is incorporating virtual meeting practices to continue the work of the Board of Commissioners while taking proactive measures to maintain transparency and provide for public comment.

The public is encouraged to remain home and watch the business meeting on Facebook Live, or after it is posted to the Town website, or by calling (919) 375-6880 and listening to the meeting. No direct access to Town Hall will be allowed.

Public Comment period for the August 24, 2020 Board of Commissioners meeting shall be organized in advance. The public can submit their written public comment to the Town Clerk via email to [mhoward@townofwendell.com](mailto:mhoward@townofwendell.com) or submit a request to call in and teleconference during the Board of Commissioners meeting by emailing their name, address, and phone number to the clerk via email by Friday, August 21<sup>st</sup> at 5 p.m.

Mayor Gray called the meeting to order at 7:00 p.m.

Police Chief Bill Carter led the Pledge of Allegiance.

Reverend Sarah Smith of New Hope Missionary Baptist Church provided the invocation.

**1. ADJUSTMENT AND APPROVAL OF THE AGENDA**

**ACTION**

Mover: Commissioner Lutz made a motion to approve the agenda, as presented.  
Ayes: Commissioners Jason Joyner, Joe DeLoach, Jon Lutz, Philip Tarnaski, John Boyette  
Nays: None.  
Vote: 5-0

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**2. PUBLIC COMMENT PERIOD**

- The Public Comment period for the August 24, 2020 Board of Commissioners meeting shall be organized in advance. The public can submit their public comment to the Town Clerk via email to [mhoward@townofwendell.com](mailto:mhoward@townofwendell.com) by Friday, August 21<sup>st</sup> at 5 p.m.

or

- Submit a request to speak over the phone during the Board of Commissioners meeting by emailing their name, address, and phone number to the clerk via email by Friday, August 21<sup>st</sup> at 5 p.m. The Clerk will provide the call-in phone number and provide three (3) minutes to speak on any non-public hearing item or topic.
- Questions or comments regarding specific agenda items may be directed to the contact person provided for the individual items on the agenda below for additional information before or after the meeting.

The following written public comment was read by the Town Clerk:

1. Seth Amidon

102 Lake Drive

919-333-6892

Bekah Amidon

The fact that the in town speed limit on residential streets in town are 35 mph is unsafe especially in an age where distracted driving is becoming more common. Haywood drive has become a cut through from Hollybrook and more people are driving down our street at speeds exceeding 35 mph. We are one of many families that have small children, and enjoy walking down the street to enjoy the town that live on this street that does not have sidewalks or public right of way. I We are asking the board to reduce the speed limit to 25 mph to promote a safer community and town overall.

Seth and Bekah Amidon

Katherine and Brian Batchelor

If we need to call in we will be more than happy to do so but we feel like this comment says a lot.

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**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. Resolution for the 2021 Town Board of Commissioners Meeting Schedule

Staff Contact: Town Clerk Megan Howard  
[mhoward@townofwendell.com](mailto:mhoward@townofwendell.com)

3b. Resolution for the 2021 Holiday Schedule

Staff Contact: Town Clerk Megan Howard  
[mhoward@townofwendell.com](mailto:mhoward@townofwendell.com)

3c. Adoption of the July 27, 2020 Town Board of Commissioners Meeting Minutes

Staff Contact: Town Clerk Megan Howard  
[mhoward@townofwendell.com](mailto:mhoward@townofwendell.com)

3d. Approval of the 2021 General Bus Operations Agreement between the Town of Wendell and GoTriangle

Staff Contact: Planning Director Niki Jones  
[njones@townofwendell.com](mailto:njones@townofwendell.com)

3e. Approval of the Agreement between the Town of Wendell and Gensler for Architectural and Engineering Services for the Town Hall Project.

Staff Contact: Town Manager Marc Collins  
[mcollins@townofwendell.com](mailto:mcollins@townofwendell.com)

**ACTION**

Mover: Commissioner Lutz made a motion to approve the consent agenda.

Ayes: Commissioners Joyner, DeLoach, Lutz, Tarnaski, and Boyette

Nays: None.

Vote: 5-0

**4. RECOGNITIONS, REPORTS, AND PRESENTATIONS**

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4a. Presentation of new Planning Director Niki Jones

Staff Contact: Town Manager Marc Collins  
[mcollins@townofwendell.com](mailto:mcollins@townofwendell.com)

Town Manager Marc Collins presented Planning Director Niki Jones to the Board of Commissioners.

Mayor Gray welcomed Mr. Jones to the Town.

4b. Presentation of new Human Resources Administrator Debbie Cannady

Staff Contact: Town Manager Marc Collins  
[mcollins@townofwendell.com](mailto:mcollins@townofwendell.com)

Town Manager Marc Collins presented Human Resources Administrator Debbie Cannady to the Board of Commissioners.

Mayor Gray welcomed Ms. Cannady to the Town.

4c. Recognition of the Certificate of Achievement from the Government Finance Officers Association (GFOA) for the Fiscal Year 2020 Comprehensive Annual Financial Report (CAFR)

Staff Contact: Finance Director Butch Kay and  
Senior Accountant Garrett Johnson  
[bkay@townofwendell.com](mailto:bkay@townofwendell.com) or [gjohnson@townofwendell.com](mailto:gjohnson@townofwendell.com)

Finance Director Butch Kay and Senior Accountant Garrett Johnson presented the following staff report, below in italics:

**Item Summary:**

*The Town of Wendell has been awarded the Certificate of Achievement for Excellence in Financial Reporting for its comprehensive annual financial report (CAFR) by the Government Finance Officers Association (GFOA) for the fourth consecutive year. The Wendell Finance Department received the CARF award following its first submittal for fiscal year ended 2016.*

*The CAFR is a voluntarily constructed document that represents above and beyond financial and non-financial reporting. The report is made up of four sections: Introductory, Financial, Statistical, and Compliance/Single Audit (optional). The report must be submitted to the GFOA no later than six months after the end of the fiscal year being reported. The CAFR is reviewed by a panel of evaluators to determine whether or not*

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*the report complies with financial reporting standards and portrays a true story of the Town's financial (and non-financial) position.*

*Members of the Finance Department include:*

*Finance Director Butch Kay*

*Senior Accountant Garrett Johnson*

*Payroll & Benefits Specialist Melia Edwards, and*

*Accountant I Elizabeth Jones*

**Attachments: attachments for this item can be found on the Agenda Packet for this meeting located on the Town's website.**

A. *GFOA Certificate of Achievement for Excellence in Financial Reporting for the 2019 CAFR*

Mr. Johnson offered to answer any questions that the Board might have.

Mayor Gray thanked Mr. Johnson and the Finance Department for all of their hard work.

4d. Presentation of the FY2022 to FY2023 Strategic Plan Process

Staff Contact: Town Manager Marc Collins  
[mcollins@townofwendell.com](mailto:mcollins@townofwendell.com)

Town Manager Marc Collins presented the following staff report, below in italics:

**Item Summary:**

*Presentation on the purpose of Strategic Planning and the proposed process to establish the two-year strategic plan for the FY 2022 and FY 2023 budget years.*

*Strategic plans are commitments of the elected leadership and professional staff to work for the realization of a community vision through the development of strategic goals that are in alignment with available and planned resources. The strategic goals are advanced within annual planning periods by assigning resources for implementation in the development of the budget. Communication of efforts to realize the community vision is vital and included in regular reporting in monthly reports, Board retreats, and budget documents.*

**\*\*\*Was there a Strategic Planning Powerpoint separate from the one presented?\*\*\***

Mr. Collins offered to answer any questions that the Board might have. No questions were asked.

**5. PUBLIC HEARINGS**

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There are no public hearings scheduled for this meeting.

**6. ADMINISTRATIVE ITEMS**

- 6a. Motion for a non-contiguous annexation for a portion of a parcel totaling 10.272 acres located at 0 Eagle Rock Road as a part of PIN# 1774-55-1916

Staff Contact: Assistant Planning Director Bryan Coates  
[bcoates@townofwendell.com](mailto:bcoates@townofwendell.com)

Assistant Planning Director Bryan Coates presented the following staff report, below in italics:

**Item Title:**

*Motion for a non-contiguous annexation for a portion of a parcel totaling 10.272 acres located at 0 Eagle Rock Rd as part of PIN #1774-55-1916.*

**Report to the Board of Commissioners:**

*August 24, 2020- Decision*

*August 10, 2020- Public Hearing*

*July 27, 2020 - Receive Certificate of Sufficiency and set Public Hearing*

*March 23, 2020 - Direct Clerk to Certify Annexation Request*

**Specific Action Requested:**

*Make a motion and consider adopting the attached ordinance for the annexation petition for 10.272 acres located at 0 Eagle Rock Road. The public hearing was held for this item on Monday August 10, 2020.*

**Item Summary:**

*520 State Street, LLC has submitted an annexation request for a 10.272 acre portion of the parcel addressed as 0 Eagle Rock Rd and identified by PIN# 1774-55-1916 (highlighted below). The annexation area represents the 10.272 portion south of Old Tarboro Road (of the 23.29 acre parcel). The applicant plans to subdivide the tract and develop the southern piece.*

**Zoning District:**

*The property is currently located within Wake County and is zoned R-30. The applicant has submitted a request to rezone to R4 Town of Wendell Zoning District.*

**Police & Public Works & Utility Service:**

*The proposed annexation area would require services from the Town's Police and Public Works Departments if annexed.*

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**Location Map:**



**Staff Recommendation:**

*Staff recommends approval of the request*

**Attachments: please note that attachments for this item are located in the Agenda Packet for this meeting on the Town's website.**

*A. Ordinance for Adoption*

Mr. Coates offered to answer any questions that the Board might have.

Commissioner Joyner said that he appreciated both parties working to settle their differences.

**ACTION**

Mover: Commissioner Joyner made a motion to approve the non-contiguous annexation for a portion of a parcel totaling 10.272 acres located at 0 Eagle Rock Road as a part of PIN# 1774-55-1916

Ayes: Commissioners Joyner, DeLoach, Lutz, Tarnaski, and Boyette

Nays: None.

Vote: 5-0

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- 6b. Motion on a Zoning Map Amendment request to rezone 10.272 acres located within the parcel addressed as 0 Eagle Rock Road (off of Old Tarboro Road).

Staff Contact: Assistant Planning Director Bryan Coates  
[bcoates@townofwendell.com](mailto:bcoates@townofwendell.com)

Assistant Planning Director Bryan Coates presented the following staff report, below in italics:

**Item Title:**

*Motion on a Zoning Map Amendment request to rezone 10.272 acres located within the parcel addressed as 0 Eagle Rock Road (off of Old Tarboro Rd).*

**Report to the Board of Commissioners:**

*Monday, August 24, 2020 Item for Decision*

*Monday, August 10, 2020 Public Hearing*

*Monday, May 18, 2020 Recommendation from Planning Board*

**Specific Action Requested:**

*Make a motion on the proposed rezoning request and consider adopting the attached ordinance, which includes a statement of comprehensive plan consistency and reasonableness. The public hearing was held for this item on Monday August 10, 2020.*

**Applicant:**

*Phoenix Land Venture*

**Petition:**

*The applicant has requested a change in zoning classification for property located at 0 Eagle Rock Road (PIN #1774-55-1916) from Wake County R-30 to Town of Wendell R4. The applicant has submitted a request to annex 10.272 acres of the parcel.*

**Item Summary:**

*This property is located within Wake County's jurisdiction and is currently zoned R-30. The rezoning request is a traditional map amendment (i.e. there is no accompanying development plan, which would be attached to a conditional district). This property abuts the Anderson Farm Subdivision that is currently under construction.*

**Project Profile:**

PROPERTY LOCATION:	0 Eagle Rock Road
WAKE COUNTY PIN:	1774 55 1916
ZONING DISTRICT:	Proposed R4/ Current Wake County R-30
CROSS REFERENCES:	N/A
PROPERTY OWNER:	520 State Street, LLC 2912 Highwoods Blvd Raleigh, NC 27604

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APPLICANT: Phoenix Land Venture  
PO Box 90427  
Raleigh, NC 27604

PROPERTY SIZE: 10.272 acres  
CURRENT LAND USE: Agricultural  
PROPOSED LAND USE: Residential

**Project Setting – Surrounding Districts and Land uses:**

<u>DIRECTION</u>	<u>LANDUSE</u>	<u>ZONING</u>
North	Residential/Vacant	R4CU
South	Agricultural	R-30
East	Residential/Vacant	R4CU
West	Residential/Agricultural	R-30

**Zoning District:**

This property is located within Wake County's jurisdiction and is zoned R-30. The surrounding properties are currently zoned R4CU and Wake County R-30. The R4 district allows a minimum lot size of 6,000 sq. ft. North and east of this property is the Anderson Subdivision which is zoned R4CU with a minimum lot size of 6,000 sq. ft.

The R4 zoning district has the following minimum dimension standards;

- 50ft Lot Width
- 25ft Front Setback
- 20% of lot width combined
- 20ft rear setback
- 3 stories, maximum height

**Current Zoning Map (Requested Property outlined in red):**



**Applicant's Justification:**

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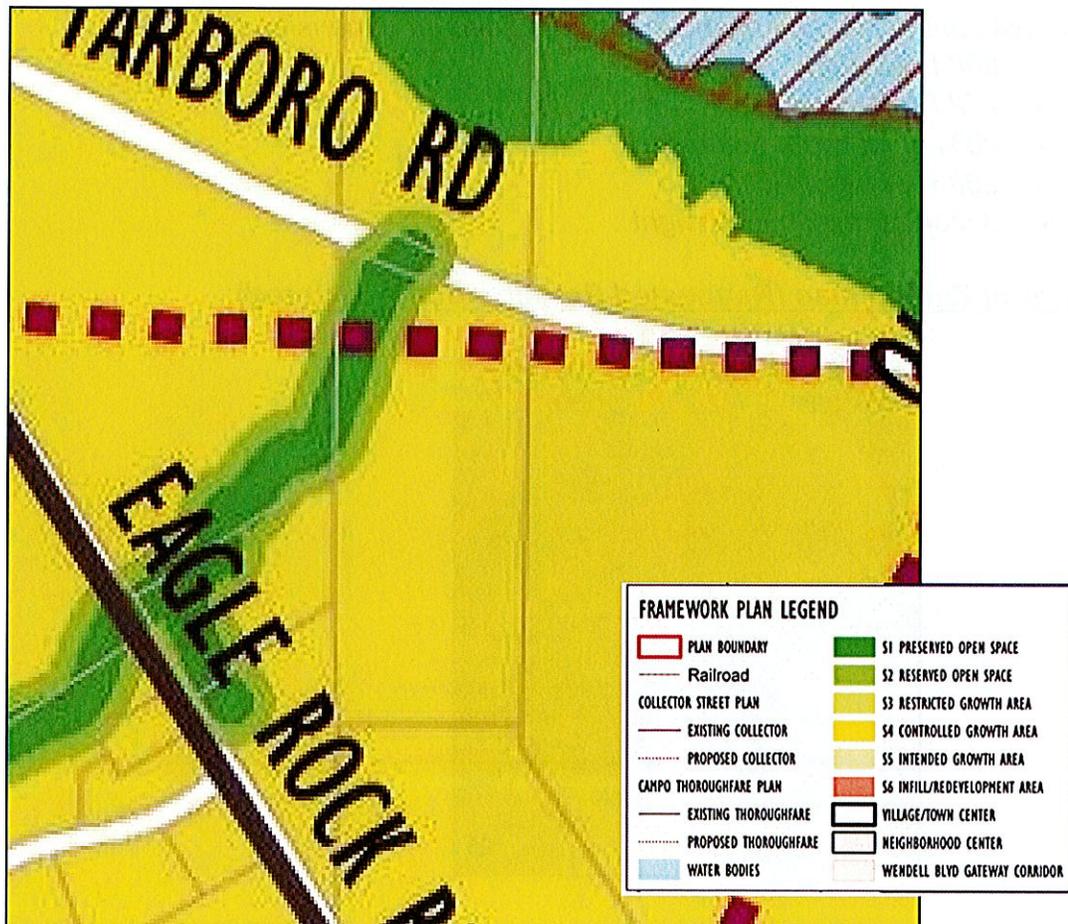
*Applicants Justification Statement added as Attachment C.*

**Comprehensive Plan:**

*The Wendell Comprehensive Plan defines this section as S-4 "Controlled Growth Sector" and partly in a Neighborhood Center.*

*The Comprehensive Plan states the S-4 sector typically consists of "lands that are typically close to thoroughfares and at key cross-road locations. This sector is where moderate intensity new development is appropriate and where the majority of the community's new growth should occur. The typically envisioned community type for S-4 is a traditional neighborhood development (TND), which includes neighborhood serving commercial and civic uses surrounded by a mix of housing types that decrease in density as they get farther away from the commercial area."*

*The following community types and uses are appropriate in the S-4 sector: traditional neighborhood developments, neighborhood centers, single-family and multifamily residential, neighborhood-serving commercial uses (retail and office), civic uses and industrial uses.*



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**Planning Board Recommendation of Denial:**

*At their May 18, 2020 meeting, the Planning Board voted 7-2 to deny the requested zoning map amendment.*

***Voting in Favor of Denial:*** *Victoria Curtis, Jonathan Olson, Jimmena Huffman-Hall, Levin Jones, Deans Eatman, Michael Firstbrook and Allen Swaim*

***Voting Against Denial:*** *Ryan Zakany and Brett Hennington*

***Absent:*** *None*

**Technical Review Committee (TRC):**

*The applicant would submit preliminary development plans if the proposed rezoning is approved. The preliminary development plan would need to meet all Town of Wendell Unified Development Ordinance regulations. TRC would review and approve any preliminary development plans for the property.*

**Statement of Plan Consistency and Reasonableness:**

- *Any recommended change to the zoning map should be accompanied by a statement explaining how the change is consistent with the comprehensive plan and is reasonable in nature.*
  - *In staff's opinion, the requested zoning map amendment is consistent with the recommended uses outlined in the Wendell Comprehensive Land Use Plan for the S-4 Sector and is reasonable to balance consistency with adjoining zoning districts.*

**Staff Recommendation:**

*Staff recommends approval of this rezoning request.*

**Attachments:** *please note that attachments for this item are located in the Agenda Packet for this meeting on the Town's website.*

- A. *Ordinance for Adoption*
- B. *Anderson Farm Site Plan*
- C. *Applicant's Justification*

Mr. Coates offered to answer any questions that the Board might have. No questions were asked.

**ACTION**

Mover: Commissioner Lutz made a motion to approve the Zoning Map Amendment request to rezone 10.272 acres located within the parcel addressed as 0 Eagle Rock Road (off of Old Tarboro Road.)

Ayes: Commissioners Joyner, DeLoach, Lutz, Tarnaski, and Boyette

Nays: None.

Vote: 5-0

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Zoning Map Amendment request to rezone 10.272 acres located within the parcel addressed as 0 Eagle Rock Road (off of Old Tarboro Road).

- 6c. Consideration of a Neighborhood Speed Reduction Request for E. Haywood Street and Lake Drive

Staff Contact: Planning Director Niki Jones  
[njones@townofwendell.com](mailto:njones@townofwendell.com)

Planning Director Niki Jones presented the following staff report, below in italics:

**Item Title:**

*Holly View Speed Reduction Petition*

**Report to the Board of Commissioners:**

*Monday, August 24, 2020*

**Specific Action Requested:**

*Consideration of a Speed Reduction Petition for the Holly View Neighborhood.*

**Item Summary:**

*The Holly View neighborhood is located near the core of the town. It is south of E. Third Street, east of S. Main Street, north of Forest Lane, and west of S. Hollybrook Road. The neighborhood is comprised of 18 homes.*

*A request to reduce the speed limit in the Holly View neighborhood came from a group of citizens concerned about the health, safety, and general welfare of their children. The request is to reduce the speed limit from 35 mph to 25 mph.*

*An application for the Speed Reduction Petition was received by the Planning Department in October of 2019 (Attachment A). The number of signatures that were collected reflects more than the minimum of the 20% required to initiate the process. On October 28, 2019 staff mailed a speed reduction survey form to all 18 of the residents in the proposed area (Attachments B & C). The application process requires that the Town receive all surveys within 60 days of the letter being sent out.*

*The Planning Department received 14 of the 18 surveys within that 60-day timeframe. Additionally, the number of signatures received meets the minimum of the 75% criteria needed to be considered (Attachment D). Subsequently, staff notified the following critical agencies of the request: Police, Fire, EMS, Wake County Schools, Solid Waste*

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*Contractor, and Public Works. They were asked for their feedback on the requested Speed Reduction Petition.*

*The Police Department performed a study of the proposed area and the report is attached (Attachment E). In summary, they collected speed data over a period of two months and used past crash data to determine if speed reductions are warranted. They found that average speeds were just above the 35-mph limit.*

*The application has met all standards set forth in the Neighborhood Speed Reduction Policy (Attachment G) and is eligible for consideration from the Board of Commissioners. Moreover, staff is recommending a speed limit reduction from 35 mph to 25 mph. During the evaluation of the proposed area, staff recognized that a more holistic assessment of traffic speed and volume may be necessary in the surrounding area.*

**Fiscal Impact:**

*If the speed reduction is approved, the immediate fiscal impact will be related to street signage. Typically, the cost of new speed limit signs is estimated at \$75.00 per sign.*

**Attachments: please note that attachments for this item are located in the Agenda Packet for this meeting on the Town's website.**

- A. Application for Holly View Speed Reduction*
- B. Letter to Residents with Speed Reduction Survey*
- C. Holly View Residents & Addresses*
- D. Signed Surveys*
- E. E. Haywood Street/Lake Drive Speed Study Report*
- F. Location Map*
- G. Neighborhood Speed Reduction Policy*

Mr. Jones offered to answer any questions that the Board might have.

Commissioner Boyette said that he remembered several years ago when this was brought to the Town's attention. He said that the speed limit applies to all streets and said that the Board has worked hard to put a process in place, which he is proud of.

**ACTION**

**Mover:** Commissioner Boyette made a motion to approve the Neighborhood Speed Reduction Request for E. Haywood Street and Lake Drive.

**Ayes:** Commissioners Joyner, DeLoach, Lutz, Tarnaski, and Boyette

**Nays:** None.

**Vote:** 5-0

6d. Request to Amend Award of the Downtown Façade Grant for 5 N. Main Street.

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Staff Contact: Assistant Planning Director Bryan Coates  
[bcoates@townofwendell.com](mailto:bcoates@townofwendell.com)

Assistant Planning Director Bryan Coates presented the following staff report, below in italics:

**Item Title:**

*Request to Amend Award of the Downtown Façade Grant for 5 N Main Street*

**Report to the Board of Commissioners:**

*Monday, August 24, 2020 Request to Amend Award*

*Monday, June 8, 2020 Initial Request and Approval of Façade Grant*

*Wednesday, June 3, 2020 Appearance Commission Recommendation of Approval*

**Specific Action Requested:**

*Consideration of the request to amend the Downtown Façade Grant request for 5 N Main Street in the amount of \$10,000 to be solely funded from the Fiscal Year 2021 Budget.*

**Item Summary:**

*The applicant, Sigurd Westerlund, has requested to amend the award of the Downtown façade grant awarded on June 8, 2020 in the amount of \$10,000 to be solely funded in FY 2021 rather than as previously approved with \$5,000 funded in both FY 2020 and FY 2021 (see attachment 1 email request from applicant).*

*The necessity of the applicant to acquire and schedule professional services to complete the work as well as completing a survey and utility locates resulted in a lack of expenses occurring during FY 2020 that are eligible for reimbursement under the grant program.*

*The original grant approved for 5 N Main Street includes improvements such as constructing a side/rear patio, installation of railings, lighting and other architectural details to enhance the outdoor area that currently is a gravel/dirt area. The project would create a patio that would contain outdoor dining and enclose the air condition units.*

*The total estimated cost for exterior façade improvements is \$26,522.50, broken down as follows:*

- *Site Work & Masonry products and labor- \$13,725.00*

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- Railing - \$4,560.00
- Privacy Screening & Equipment- \$6,462.50
- Electrical Conduit- \$1,775.00

*The decision factors for grant approval give extra consideration to new commercial businesses, facades located in the downtown area, recently expanded businesses or seeking renovations and/or projects that are creative or offer enhanced improvements or aesthetic appeal or translates to increase customer visitation or experiences in a neighborhood. The renovation of 5 N Main Street and the creation of outdoor seating on a raised deck are eligible for funding.*

*The amount applied for by the applicant for the downtown façade grant program is up to \$10,000 and requires a 50:50 match by the applicant for eligible expenses. The FY 2021 Budget, as adopted, provides \$10,000 for the façade grant program. The \$5,000 that was awarded and not expended in FY 2020 for this project was returned the General Fund Reserve and is available for re-appropriation in FY 2021.*

*Staff recommends approval of the request of the applicant to amend the award for the full \$10,000 to be funded in FY 2021.*

**Attachments: please note that the attachments for this item are located in the Agenda Packet for this meeting on the Town's website.**

*Attachment A – Email Request from Applicant to Change Approved Façade Grants*

Mr. Coates offered to answer any questions that the Board might have.

Commissioner Joyner asked if it was the same money from last year.

Mr. Collins said not exactly—\$10,000 has already been appropriated for the Fiscal Year 2021, so if a new project came in, and the Board wanted to exceed what has been appropriated, they can bring money in from the previous year's budget.

**ACTION**

Mover: Commissioner Joyner made a motion to approve the Request to Amend Award of the Downtown Façade Grant for 5 N. Main Street.

Ayes: Commissioners Joyner, DeLoach, Lutz, Tarnaski, and Boyette

Nays: None.

Vote: 5-0

**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:

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Capital Area Metropolitan Planning Organization (CAMPO) – Mayor Virginia Gray

Mayor Gray said that they held a virtual CAMPO meeting involving a presentation of the red priority bus lanes, on the Fayette-Raleigh Rail Flexibility Study, approval of draft goals, objectives and performance measures for the development of the 2050 Metropolitan Transportation Plan, received operational budget updates, executive board project updates, a public engagement update, and had various staff reports presented.



Technical Review Committee (TRC) – Mayor Pro Tempore John Boyette  
Commissioner Boyette said that the TRC meeting involved discussion on the Wendell Falls amenities center where construction is going on at the senior living amenity center.



Eastern Wake Senior Center – Commissioner Joe DeLoach

Commissioner DeLoach said that a lot of the discussion revolved around Senior Center Activities during the pandemic and fundraising moving forward, as the center is closed. A fish fry was discussed for the month of September involving a drive-thru pick up situation. He said there was a lot of DIY updates done on the center recently and there is a new member login system at the center. He said that the next meeting will be in October.

## **8. COMMISSIONERS' REPORTS / COMMENTS**

Commissioner Joyner said that the Census is important and encouraged people to fill out the Census on census.gov to have the federal government appropriate funds to the town. He said that the CAFR award shows the level of detail that the Town's budget has. He said the town's processes are strong and the board is getting ready to enter the Strategic Planning process. He encouraged the public to email the board on anything that should be included in the strategic plan. Mr. Joyner encouraged people to do what they can to stop the spread of COVID-19.

Commissioner DeLoach said that the 2020 Harvest Festival has been canceled for this year. He said it was a difficult decision for the Chamber and the Town to make. He welcomed Debbie and Niki to Town Staff.

Commissioner Lutz welcomed new staff to the town and said that the Board has seen landowners and citizens working together during development processes. He

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encouraged people to be neighborly with those moving in and encouraged developers and citizens to work together to come to a solution.

Commissioner Boyette welcomed new staff to the town and encouraged people to participate in the Census this year, as it drives funding for roads, government projects, legislative districts, and fire departments. Mr. Boyette said that Wendell remains as the number 1 town in Wake County for COVID-19 infections, which is higher than it needs to be. He encouraged people to wear masks when around others or in public and encouraged local businesses to require masks inside. He said that Wake County offers free testing at Wake Tech's Health Services Campus.

**9. MAYOR'S REPORTS / COMMENTS**

Mayor Gray welcomed the new Town employees and said that she's excited about the upcoming Strategic Planning Process. She encouraged people to wear their mask and fill out the Census form and encouraged parents homeschooling their kids to hang in there and wished students a good school year.

**10. CLOSED SESSION**

*Closed session will be called if necessary.*

**11. ADJOURN**

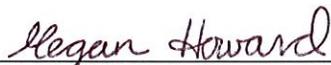
**ACTION:**

Mover: Mayor Gray moved to adjourn at 7:46 p.m.

Vote: 5-0

Duly adopted this 28 day of September 2020, while in regular session.

**ATTEST:**

  
Megan Howard,  
Town Clerk

  
Virginia R. Gray,  
Mayor

