



Wendell Town Board of Commissioners

Board Room

15 E. Fourth Street, Wendell, NC 27591

Town Board Meeting Agenda

Monday, January 24, 2022 @ 7:00 PM

Regular Meeting

CALL TO ORDER

- Welcome – Mayor Virginia Gray
- Pledge of Allegiance by Joseline Villa-Gonzalez of Carver Elementary School
- Invocation – Wendell Council of Churches

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

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

The public may participate in public comment period in the following ways:

- Signing up for public comment period the night of the meeting if attending in person. Please sign up at the podium in the Board Room lobby. Sanitation stations will be available. You will have three minutes to speak.
- Submitting written statements via email to the Town Clerk at mhoward@townofwendell.com by the Friday prior to the Board Meeting, before 5 p.m. Please include your full name and address for the record. All written public comments timely received will be read into the record for a length of three minutes and copies will be provided to the Board of Commissioners at or before the meeting.
- The public may request to call the Uber Conference line the night of the meeting by emailing the Town Clerk at mhoward@townofwendell.com. Please provide your name and address in your email and note that you want to speak during the generic public comment period.

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

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

3b. Minutes from the January 8, 2022 Town Board of Commissioners Organizational Retreat

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

3c. Minutes from the January 10, 2022 Town Board of Commissioners Meeting

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

3d. Adoption of the 2022 Town Board of Commissioners Rules of Procedure

Staff Contact: Town Clerk Megan Howard
mhoward@townofwendell.com

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

4a. Recognition of Carver Elementary School teacher: Melissa Turner

Speaker: Mayor Virginia Gray
vgray@townofwendell.com

5. PUBLIC HEARINGS

- Public participation for public hearing items on this agenda for the Board of Commissioners meeting may be provided either in person the night of the meeting, or may be submitted in writing, in advance.
- The public may attend the night of the meeting and present their 5-minute public hearing comments at the podium at Town Hall, or;
- The public may submit written public hearing comments to the Town Clerk via email to mhoward@townofwendell.com Please provide your name, address, and the agenda item number with your comments. Copies of the written comments received by the Friday prior to the Board Meeting, before 5 pm will be provided to the Board of Commissioners at the meeting, read at the meeting for a length of five minutes,

and included in the minutes of the meeting. Written comments may be received for 24 hours after the meeting if the item is tabled to a future meeting for decision.

- The public may request to call the Uber Conference line the night of the meeting by emailing the Town Clerk at mhoward@townofwendell.com. Please provide your name, address, and the agenda item number you wish to speak on.
- If you have questions regarding an agenda item, please email the staff contact directly in advance of the meeting. If preferred, you may call Town Hall at (919) 365-4450 to be directed to speak with the staff contact for the agenda item(s) of interest. Communications of this type will not be included in the meeting minutes.

- 5a. Evidentiary hearing on a Special Use Permit request by Zachary K Fisher to allow a Meeting Facility/Indoor Event Venue and Bar/Tavern/Nightclub at 17 and 21 N Main Street (PINs: 1783697993, 1783697995)

Staff Contact: Planning Director Bryan Coates
bcoates@townofwendell.com

- 5b. Public Hearing to rezone a 0.45-acre parcel located at 3990 Wendell Blvd. from Residential-3 (R3) to Neighborhood Center (NC) zoning district

Staff Contact: Planning Director Bryan Coates
bcoates@townofwendell.com

6. ADMINISTRATIVE ITEMS

- 6a. A21-11: Second Reading for a Contiguous Annexation Ordinance for approximately 15.73 acres, PIN# 1784-32-6835, located at 0 Wendell Blvd

Staff Contact: Planning Director Bryan Coates
bcoates@townofwendell.com

- 6b. Decision to Approve Rankings and Authorize the Town Manager to Negotiate a Contract for the Request of Qualifications (RFQ) #2-21 for Design Services for the Hollybrook Park Property

Staff Contact: Town Manager Marc Collins
mcollins@townofwendell.com

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:



Wake County Fire Commission – Mayor Pro Tempore Jason Joyner



Capital Area Metropolitan Planning Organization (CAMPO) – Commissioner Deans Eatman



Eastern Wake Senior Center – Commissioner Joe DeLoach

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

Closed session will be called if necessary.

11. ADJOURN