

**TOWN OF WENDELL
BOARD OF COMMISSIONER MEETING MINUTES
January 14, 2019**

The Wendell Town Board of Commissioners held their regularly scheduled meeting on Monday, January 14, 2019, in the Town Board Room, Wendell Town Hall, 15 East Fourth Street.

PRESENT: Mayor Virginia Gray; Mayor Pro Tem Jon Lutz; Commissioners: John Boyette, Ben Carroll, Jason Joyner and David Myrick.

STAFF PRESENT: Town Manger Marc Collins, Special Assistant to the Manager-Town Clerk Sherry Scoggins, Town Attorney Jim Cauley, Finance Director Butch Kay, Planning Director David Bergmark, Parks & Recreation Director Jeff Polaski and Police Captain John Slaughter.

CALL TO ORDER

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

Brianna Guilliam, student at East Wake High School led the Pledge of Allegiance.

Pastor Chris Hilliard of Wendell Baptist Church provided the invocation.

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

ACTION

Mover: Mayor Pro Tem Lutz moved to approve the agenda as presented.

Vote: Unanimous

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

The following person(s) spoke during Public Comment Period:



Lesia McKenzie [28 Fowlkes St] provided a handout, attached and incorporated into the minutes. She wants continued and positive growth.



Barry Perry [106 Colonial Dr] supported Ms. McKenzie's comments.



Regina Harmon [6616 Tells Branch Rd] supported Ms. McKenzie's comments.

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. Amendment to the 2019 Board of Commissioners Meeting Schedule; inclusion of upcoming Board Retreat Saturday, February 23[primary] and Saturday, March 2 [alternate].
- 3b. Policy: Street Clearance Prioritization.
- 3c. Policy: Sidewalk Petition Process.
- 3d. Resolution in support of the Wake County Food Security Plan.
- 3e. ~~Two resolutions authorizing notice by electronic means for previously bid [piggyback] contracts for equipment used by the Public Works Department:~~
 - i. ~~Leaf Collector~~
 - ii. ~~Chassis for the Leaf Collector~~

ACTION:

Mover: Mayor Pro Tem Lutz moved to approve consent agenda Items 3a through 3d and remove Item 3e.

Vote: Unanimous.

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

- 4a. Recognition of East Wake High School teacher: Julie Scalzo.
Speaker: Mayor Virginia Gray

[Staff Report]

Ms. Julie Scalzo has been teaching for the past nineteen years. She believes the greatest contribution that she can make to education is to love her students, teach in a dynamic way, and help to lighten a burden that a student may face. Ms. Scalzo tries to do each of these things everyday with the hope that she will make a difference in the lives of her students.

As Ms. Scalzo reflects on being named East Wake High School's Teacher of the Year, she is thankful to be recognized for the work she enjoys doing so much. This honor means a great deal to her because it is a direct reflection of so many of her students and their hard work. She has had students think deeper, push harder, and complete tasks that they at one-time thought were almost impossible in an effort to better themselves and focus on their futures and has been fortunate to create strong, lasting relationships with so many of her students. Ms. Scalzo can't imagine a greater accomplishment than being a teacher that is remembered, respected, and admired by her students.

Mayor Gray recognized East Wake High School teacher Ms. Julie Scalzo; staff report included above in italics.

- 4b. Recognition of the Wendell Rams Pee Wees and Mighty Mites.
Speaker: Mayor Virginia Gray

[Staff Report]

On behalf of the Town of Wendell, the Town Board of Commissioners wishes to acknowledge the Wendell Rams Pee Wees and Mighty Mites for their 2018 seasons and each winning its Super Bowl on Saturday, November 17, 2018. Congratulations!!



Mayor Gray recognized the Wendell Rams Pee Wees and Mighty Mites for their 2018 seasons and each for their 2018 Super Bowl win; staff report included above in italics.



WENDELL RAMS
YOUTH FOOTBALL & CHEERLEADING

2018

**E.W.F.L.
SUPER BOWL CHAMPIONS**

**WENDELL RAMS
(PEE WEES)**

UNDEFEATED (11-0)

This collage features a blue background with the team name and year at the top. It includes a game action shot, a full team photo, a coach celebrating with a trophy, and another game action shot. The text highlights their undefeated record and Super Bowl victory.



WENDELL RAMS
YOUTH FOOTBALL & CHEERLEADING

2018

**E.W.F.L.
SUPER BOWL CHAMPIONS (2xs)**

**WENDELL RAMS
(MIGHTY MITES)**

BACK TO BACK (10-1)

This collage features a blue background with the team name and year at the top. It includes a group photo of players and coaches, a full team photo, two coaches holding a trophy, and a game action shot. The text highlights their back-to-back Super Bowl victories and 10-1 record.



4c. Presentation of the FY 17-18 audit.

Speaker: Briggs Petway of Petway Mills & Pearson PA Accounting Firm

[Staff Report]

The annual audit for the Town of Wendell was conducted by Petway Mills and Pearson for the fiscal year 2017-2018 (July 1 to June 30). Prior to the board meeting of January 14th, the audit committee will meet with the previously mentioned audit firm to discuss the details of the audit. A summary of the audit committee meeting will be presented to the public and the full board of commissioners by Briggs Pettway of Petway Mills and Pearson.

Staff is recommending that the 2018 audit report be approved.

Mr. Briggs Petway of Petway Mills & Pearson PA Accounting Firm provided a PowerPoint presentation and overview of the Town's FY 2017-2018 (July 1 to June 30) audit; PowerPoint presentation attached and incorporated into the minutes. The Town of Wendell received an unmodified audit open; meaning the Town received a good audit report.

4d. Update on the Wake County Fire Commission.

Speaker: Lucius Jones, municipal representative for the Town of Wendell

[Staff Report]

Lucius Jones, municipal representative for the Town of Wendell, will provide an update on the Wake County Fire Commission.

Municipal Representative for the Town of Wendell on the Wake County Fire Commission Lucius Jones provided an update. He added the most recent Commission meeting lasted several hours due to a possible shortfall in the upcoming budget.

Commissioner Boyette questioned when Mr. Jones' term on the Wake County Fire Commission expired. Mr. Jones stated this year [October 2019].

5. PUBLIC HEARINGS

Evidentiary (Quasi-Judicial) Hearing Guidelines:

- *Case is announced*
- *Town Attorney provides rules of procedure for an evidentiary hearing*
 - *Disclosure*
- *Town Clerk provides oath for persons wishing to present testimony*
- *Staff presentation*
- *Applicant presentation*
- *Opposition presentation*
- *Applicant rebuttal*
- *Opposition rebuttal*
- *Staff closing comments*
- *Board inquiry*



- *Board called into deliberation*
 - *Board discussion of the findings of fact:*
 - *Approve*
 - *Approve with conditions*
 - *Deny (must include reason)*
-

5a. EVIDENTIARY HEARING: Special use permit for an indoor event space located at 37 N Main Street.

Speaker: Planning Director David Bergmark

[Staff Report]

Item Summary:

Kathy Dara has requested a Special Use Permit to authorize an indoor event venue to be constructed and operated on the rear portion of 37 N. Main Street. The Dara family recently purchased this property, which is adjacent to their coffee shop at 41 N. Main Street. The front of 37 N. Main Street (~1370 square feet) contains a hair salon. This existing space would remain unchanged. The rear portion of the building (~2400 square feet, separated from the front) would be torn down and rebuilt as a 2-story indoor event venue to host a multitude of events, such as wedding receptions, corporate retreats, birthday parties, etc. Currently the town does not have any indoor event venues in the downtown district.

Applicant's Justification:

The applicant's justification and Special Use Permit responses are included within Attachment B. The applicant is requesting a variance to the Town's parking requirements in order to allow additional on-street parking beyond the boundary of her parcel to satisfy this use's parking needs. Additional information is provided on page 4 of this report.

In regards to hours of operation, the applicant provided the following information:

- *At this time, we are thinking 9am – 11:30 pm weekdays and 10 am-11:30 pm Saturdays and Sundays will be hours available for events. However, we are expecting 2 -4 events a week mostly during the hours of 5pm – 11:30 during the week and midday on weekends.*

Location:

37 N Main Street.

History:

The applicant has contracted Tony Johnson (architect) to develop plans in order to ensure that the proposed building will meet all applicable building and fire codes. Those plans are under development, but the applicant wanted to confirm the use would be allowed before finalizing them.

The applicant has provided concept plans (Attachment A) to show the general layout and design of the new building. As can be seen in Attachment A, the majority of the space (~1890 sq. ft.) would be an open-concept design with tall ceilings going all the way up to the roof. There would be a staircase leading up to a small second floor space that could be used as a bridal room or staging area. The exterior of the building would be clad in a masonry material. The existing sidewalk along the exterior of the building would remain intact.

Project Profile:

PROPERTY LOCATION:	37 N Main Street
WAKE COUNTY PIN:	1784 60 8209
ZONING DISTRICT:	DMX
CROSS REFERENCES:	
PROPERTY OWNER:	Dara Properties Inc. 3512 Coach Lantern Ave.



APPLICANT: Wake Forest NC, 27587
Dara Properties Inc.
3512 Coach Lantern Ave.
Wake Forest NC, 27587

PROPERTY SIZE: 0.1 ac.
CURRENT LAND USE: Vacant
PROPOSED LAND USE: Entertainment/Recreation

Project Setting – Surrounding Zoning Districts and Land Uses:

<u>DIRECTION</u>	<u>LANDUSE</u>	<u>ZONING</u>
North	Commercial	DMX
South	Commercial	DMX
East	Commercial	DMX
West	Commercial	DMX

Aerial Map:

Zoning District:

This site and all adjacent properties are allocated within the town's Downtown Mixed Use (DMX) zoning district. Indoor Event Venues are allowed with a Special Use Permit in the DMX district.

Parking:

Assembly uses require 1 parking space per 4 seats. The application indicates that the proposed space could accommodate up to 125 people, while they don't expect to book the space for more than 100 people. Based on 125 people, 32 parking spaces would be required (or 25 spaces for



100 people). In the Downtown District, adjacent on-street parking may be used to satisfy parking requirements. Based on staff's calculations, there are 19 parking spaces that are directly adjacent to this space (3 on N Main St, 16 on W Depot). However, there are a total of 35 spaces on W. Depot if you count those that extend past the boundaries of this property.

As part of this request, the applicant is requesting a variance to allow additional on-street parking beyond the boundary of her parcel to satisfy her use's parking needs. Based on the total parking requirement, this would amount to the potential use of 12 additional on-street parking spaces beyond the edges of 37 N. Main Street.

Lighting:

Any lighting changes shall be in accordance with the lighting requirements in place at the time of permitting.

Public Utilities:

The site utilizes public water and sewer.

Stormwater Management:

The proposed building and use match the existing building footprint. Thus, there is no impact on stormwater management.

Staff Comments:

- The applicant has requested a variance to the town's parking requirements in order to allow additional on-street parking, not directly adjacent to her property, to satisfy her parking needs. There is significant on-street parking in the vicinity (35 spaces on W. Depot St. alone). Furthermore, use of the indoor event venue will be periodic, with some events occurring on off-hours when many retail establishments may be closed. For these reasons, staff does not believe granting this request would negatively impact surrounding properties.*

Town Attorney Cauley provided an overview of the procedures for a quasi-judicial [evidentiary] hearing.

Town Clerk Sherry Scoggins swore in the following persons to provide testimony during the hearing: Planning Director David Bergmark and Kathy Dara [owner and applicant]

Planning Director David Bergmark provided the special use permit for an indoor event space located at 37 North Main Street; staff report included above in italics.

Mrs. Kathy Dara stated she is available for questions.

Mayor Pro Tem Lutz questioned the number of stories.

Mrs. Dara stated this is one level with a small upstairs room. The upstairs room could be used for a bridal suite. The building will have a brick façade. Her goal is to have a mid-sized venue to bring people into Downtown Wendell.

Planning Director Bergmark stated the applicant submitted the proposed hours of operations as 9 am-11:30 pm weekdays and 10 am – 11:30 pm Saturday and Sunday. He added the following variances are requested for this special use permit:

- Permission to use on-street parking beyond the boundary of 37 N Main Street to satisfy parking requirements (based on a maximum occupancy of 125 people).
- Permission to use windows on the second floor rather than the first floor along Depot



Street (which Section 5.12B would typically require).

ACTION

Mover: Mayor Pro Tem Lutz moved to approve the special use permit with the two variances as presented.

Vote: Unanimous

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
-

- 5b. PUBLIC HEARING:** Zoning Text Amendment to Chapter 9 of the UDO as it relates to exceptions to roadway infrastructure improvement requirements.
Speaker: Planning Director David Bergmark

[Staff Report]

Applicant:

Town of Wendell

Petition:

Chapter 9 of the UDO contains the Town's general provisions for street design, including street types, connectivity standards, and infrastructure improvement requirements. Infrastructure improvement requirements are meant to ensure that road improvements occur as development occurs. This is important for the Town since it does not have the authority to assess impact fees as an alternative means of funding transportation improvements over time. Requiring infrastructure improvements with development also prioritizes more significant investment along the Town's primary roadways and reduces the occurrence of single family homes fronting directly on collector or arterial roads, which in greater numbers can have negative traffic impacts due to numerous driveways and access points.

However, the Town did include some exemptions to the infrastructure improvement requirements related to replacement homes, family subdivisions, and the construction of a single home on a very large, otherwise vacant lot. The existing language for Section 9.3 is provided below, with the text under consideration for amendment underlined.

Existing Language for Section 9.3 of the UDO (General Provisions for Street Design)

"New development or redevelopment with frontages on existing publicly-maintained streets shall be required to upgrade all street frontages to meet the standards of this Ordinance including sidewalks, street trees, curb and gutter, and right-of-way dedication. Payment in lieu of physical improvements may be permitted by the Board of Commissioners.

Replacement of a single family dwelling shall not require roadway infrastructure improvements unless said property is within 300 feet of an existing sidewalk on the same side of the street, in



which case the property owner shall be responsible for installing sidewalk, curb, and gutter along their frontage.

*Family Subdivisions and development which consists solely of the construction of one single-family dwelling on a tract of land which is **ten** acres or more in size and which contains no existing residences shall not be required to construct the street to the standard section and shall not be required to pay a fee in lieu of such street construction. Dedication of right-of-way along existing roads and reservation of right-of-way along future streets shall be required.*

Proposed Amendment:

*The current text of 9.3 includes an exemption for the construction of one single-family dwelling on a tract of land which is ten (10) acres or more in size. While acknowledging the intent of the ordinance and the importance of retaining a size threshold for an exemption, the town has been requested to **consider reducing the size threshold for the exemption from ten (10) acres to five (5) acres in size.***

The proposed change would still protect against the likelihood of someone subdividing a stretch of a collector or arterial road into numerous single family lots fronting on the road. At the same time, reducing the threshold to 5 acres would provide some relief to those existing lots between 5 and 10 acres in size.

This particular change was brought to staff's attention due to an existing lot along Old Zebulon road that is 6 acres in size, which the new owner wishes to build a home on. The Town Board has suggested that there may be other changes they would like to explore related to the Town's Transportation Plan and associated improvement standards, but staff is seeking to arrive at a decision for this particular change ahead of other considerations in order to provide more immediate closure to the property owner and any other owners who may find themselves in a similar situation.

Planning Board Recommendation:

At their November 19, 2018 meeting, the planning board voted 8-0 in favor the proposed amendment to reduce the size threshold for an exemption to road improvements from 10 acres to 5 acres.

Voting in Favor: Errol Briggerman, Victoria Curtis, Lloyd Lancaster, Allen Swaim, Michael Clark, Joe DeLoach, Ryan Zakany, and Grace Walter.

Voting Against:

Absent: Jonathan Olson

Statement of Plan Consistency and Reasonableness

- *Any recommended change to the zoning text should be accompanied by a statement explaining how the change is consistent with the comprehensive plan and is reasonable in nature.*
 - *At their November 19, 2018 meeting, the Planning Board found the proposed amendment to be consistent with Principle # 8 of the Wendell Comprehensive Plan and reasonable in nature in order to ensure transportation improvements occur over time without constraining the ability to use larger tracts for a single dwelling/homestead.*
 - *Principle # 8: Ensure local and regional transportation interconnectivity and options while also maintaining and enhancing Wendell as a walkable community.*

Staff Recommendation:

Staff recommends approval of the text amendment request.

Planning Director David Bergmark provided an overview for a zoning text amendment to



Chapter 9 of the UDO as it relates to exemptions to road improvement requirements for the construction of a single family dwelling; staff report included above in italics.

Mayor Gray opened the public hearing at 8:07 p.m. No one came forward to speak on this item. Mayor Gray closed the public hearing at 8:08 p.m.

ACTION:

Mover: Mayor Pro Tem Lutz moved to approve the ordinance text amendment as presented.

Vote: Unanimous.

6. ADMINISTRATIVE ITEMS

6a. Parks & Recreation Masterplan award of contract.

Speaker: Parks & Recreation Director Jeff Polaski

[Staff Report]

Item Summary:

The purpose of a master plan is to develop a comprehensive vision for a park system, individual park, open space area, recreation facility, and/or programs in context of its location, natural resources, and visions of the community. This vision will serve as a framework for the long-term use and development of a park or facility.

Parks and recreation master planning is a comprehensive process that provides guidance and policy direction to local government decision makers. The planning process, which engages stakeholders and garners public input, provides a foundation for understanding and responding to the parks and recreation needs of a community. The process involves strategically examining a community's vision, existing community services, facilities, and resources, and assessing future needs concerning parks, recreation, open space, and greenways.

Wendell has had significant changes since the last master plan was completed back in 2011. Many of the recreational needs have either been addressed or are no longer relevant. The Parks and Recreation Director secured three bids from firms known for producing outstanding Masterplans. Below are their final bids:

McGill Associates - \$19,150

Withers Ravenel - \$37,800

Susan Hatchell Landscape Architecture - \$23,860

The proposals were reviewed by staff to ensure they met the requested scope of work. The Parks and Recreation Commission discussed the proposals at their meeting of January 7, 2019 and recommended awarding the contract to McGill Associates.

Once awarded, staff will coordinate scheduling the project. McGill and Associates reports that they are available to accommodate the Town's schedule and that the project typically takes between four (4) to six (6) months to complete.

The master plan will compose of six (6) work phases that include (1) establishing the project oversight group; (2) inventory and trends analysis; (3) public input; (4) gap analysis and needs assessment; (5) recommendations and prioritization; and (6) develop the strategic plan.

The process will seek community involvement through two (2) public input meetings open to the public and two (2) focus group interviews with stakeholders. The consultant will also meet approximately four (4) times over the course of the project with the master plan committee comprised of Town staff and stakeholders.



The development of a parks and recreation master plan is not in the 2019 Budget. Initiating the master plan in the spring of 2019 is necessary to submit projects for funding through the Parks and Recreation Trust Fund and to provide guidance for the acquisition of property, capital planning of facilities, and be eligible to apply for If approved, the expense will be included in the end of year budget amendment.

Recommendation:

Award the Town of Wendell Parks and Recreation Master Plan contract to McGill Associates in the amount of \$19,150.

Parks & Recreation Director Jeff Polaski provided an overview of the parks and recreation masterplan award of contract; staff report included above in italics.

ACTION:

Mover: Mayor Pro Tem Lutz moved to award contract for the parks and recreation plan to McGill Associates.

Vote: Unanimous.

6b. Presentation of policy for Town of Wendell: Budget & Finance.

Speaker: Town Manager Marc Collins

[Staff Report]

Staff is preparing to initiate the Budget development process for the next fiscal year starting July 1, 2019. The budget is the most significant policy document adopted by the Commission on an annual basis. As such, staff will present on efforts for the forthcoming budget process to incorporate recommendations of the Government Finance Officers Association (GFOA) to enhance the policy document. The goal of the presentation is to prepare the Commission to make informed decisions about the provision of services and capital assets in a manner that is consistent with strategic goals and objectives.

Town Manager Marc Collins provided a PowerPoint presentation of policy for the Town of Wendell: Budget and Finance; staff report above in italics and PowerPoint presentation attached and incorporated into the minutes.

ACTION: Received presentation.

6c. Triangle J Regional Brownfields Consortium.

Speaker: Town Manager Marc Collins

[Staff Report]

Item Summary:

The Triangle J Council of Governments (TJCOG) is establishing a Regional Brownfields Consortium to assist municipalities' better leverage brownfields redevelopment as an economic development and revitalization tool. TJCOG staff will work to submit a Brownfields Assessment Grant (up to \$600,000) at the end of January 2019 to fund Consortium activities. There is no cost to participate in the program in the current fiscal year.

The Brownfields Consortium with TJCOG staff work will conduct the necessary activities to initiate



a regional brownfields program starting July 1, 2019. Program activities include public outreach and education on benefits of reusing brownfields and resources available to do so; conduct community assessments, create a best practices toolkit to leverage funding and technical expertise for economic development, and prepare and submit grant applications for U.S. Environmental Protection Agency (EPA) Brownfields Program. The cost for the Town of Wendell in Fiscal Year 2020 is \$4,000. A commitment to participate is requested now to justify TJCOG resources to prepare the EPA grant. Actual community commitment is achieved by including the funding in the approval of next year's budget.

The EPA defines a brownfield as “a property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. Cleaning up and reinvesting in brownfields provides communities the opportunity to increase local tax bases, facilitate job growth, utilize existing infrastructure, remove pressure for greenfield development, and protect the environment”. Brownfields are not just old industrial sites with chemicals buried. Brownfields include sites that have any chemical applied or spilled and could include old gas stations (very common), dry cleaners, agricultural fields and warehouses, and similar common uses. Removing the question of contamination encourages reuse of property and reinvestment in the community.

Resources to address brownfields are available to identify and assess brownfield sites in communities in partnership with local government and property owners. Grants and tax credits are available from the EPA and NC Department of Environmental Quality (NCDEQ) to offset brownfield costs to redevelopment or reuse. Brownfield programs are voluntary for property owners and reduce costs, like environmental assessments, that occur whether or not a brownfield program is available. Additional information from the EPA on brownfields is available at <https://www.epa.gov/brownfields> and from NCDEQ at <https://deq.nc.gov/about/divisions/waste-management/bf>.

Staff recommends proceeding with participation in the Triangle J Regional Brownfields Consortium. Other municipal partners at the initial brownfield meeting included Wake Forest, Fuquay-Varina, Selma, Sanford, Kenly, and Chatham County. The larger cities of Durham and Raleigh have well-established brownfield programs and “new” greenfield cities like Holly Springs have limited need for the program. A regional brownfield program is suitable for older communities, like Wendell, that have generations of land uses with established infrastructure.

Town Manager Marc Collins provided an overview of the Triangle J Regional Brownfields Consortium; staff report above in italics.

ACTION:

Mover: Mayor Pro Tem Lutz moved to approve the town manager submitting the form to participate in the Triangle J Regional Brownfield Consortium.

Vote: Unanimous.

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. Snap Shot: Financial & Operating Report



ACTION: Reviewed.

- 7b. Update on board committee(s) by Town board members:
-  Triangle J Council of Governments [J-COG] – Board of Delegates [Mayor Pro Tem Lutz]
 -  North Carolina League of Municipalities [NCLM] 2018 Advocacy Goals Conference [Commissioner Boyette]
 -  Wendell Fire Board [Commissioner Joyner]
 -  Triangle J Executive Roundtable – Mayor Gray

An update was provided by each representative.

8. COMMISSIONERS' REPORTS / COMMENTS

Commissioner Joyner shared that as a Board member he is looking forward to working with the Fire Commission and Wake County. He appreciated the comments provided by Lucius Jones, the Town's municipal representative serving on the Wake County Fire Commission.

Commissioner Boyette stated he met with state elected delegates on the proposal that would have impacted Wake County's Fire Districts. He stated Commissioner Joyner was a big assist and he thanked Jason for his assistance!

Mayor Pro Tem Lutz stated this Friday is the Wendell United Methodist Church pancake dinner. He added he has tickets.

9. MAYOR'S REPORTS / COMMENTS

Mayor Gray provided the following:

-  Family Movie Night is Saturday, January 26 at 7 PM. The featured movie is *Incredibles 2*.
-  Wendell Board of Commissioners Retreat is Saturday, February 23, 2019 from 9 AM to 3 PM at the Clayton Center, 111 E Second Street, Clayton, NC.
-  Wendell Appearance Commission is hosting Party with a Purpose – A Red Carpet Affair – Saturday, March 2, 2019 from 6-11PM at Universal Chevrolet. Ticket info will be available soon.
-  Wendell Wonderland was well attended and positive comments were made. Looking forward to the next Wendell Wonderland on Friday, December 6, 2019.
-  Department of Commerce is doing several things for the Town of Wendell including a visioning exercise.
-  During the month of December, was out sick the majority of the month. She appreciated the support and gifts during her recovery.



10. CLOSED SESSION

10a. Closed session will be called for the following:

- Acquisition of real property [NC GS 143-318.12(a)(5)]
- Economic development opportunity [NC GS 143-318.12 (a) (4)].

ACTION:

Mover: Mayor Pro Tem Lutz moved to into closed session to consult with the Town Attorney in accordance with NC GS 143-318.11 (a) (5 and 4) at 8:55 p.m.

Vote: Unanimous.

ACTION:

Mover: Mayor Pro Tem Lutz moved to return to open session at 10:24 p.m.

Vote: Unanimous.

11. ADJOURN

ACTION:

Mover: Mayor Pro Tem Lutz moved to adjourn at 10:24 p.m.

Vote: Unanimous.

Duly adopted this 28th day of May 2019, while in regular session.

ATTEST:

Virginia R. Gray,
Mayor

Megan Howard,
Town Clerk

