

**Zebulon Board of Commissioners**  
**Work Session**  
**Minutes**  
**May 21, 2014**

Present: Robert S. Matheny-Mayor, Curtis Strickland, Beverly Clark, Dale Beck, Don Bumgarner, Glenn York, Rick Hardin-Town Manager, Lisa Markland-Town Clerk, Mark Hetrick-Planning, Bobby Fitts-Finance, Tim Hayworth-Police, Chris Ray-Public Works, Chris Perry-Fire, Greg Johnson-Parks & Recreation, Eric Vernon-Attorney

Mayor Matheny called the meeting to order at 7:00pm.

**APPROVAL OF AGENDA**

Mayor Matheny requested that the agenda be amended to add under Old Business as item B-resolution 2014-29.

Commissioner Clark made a motion, second by Commissioner York to approve the agenda as amended. There was no discussion and the motion passed unanimously.

**OLD BUSINESS**

A. Administration

*Presentation of 2014-2015 Budget*

Bobby Fitts presented a PowerPoint on the proposed budget for 2014-2015. Bobby stated that there were no real changes since the meeting on May 5.

Revenues had not rebounded due to the change in the census numbers, providing the same services was becoming more and more difficult. The total general fund budget was approximately \$8.2 million which was a two percent decrease from the 2013-2014 budget. The enterprise budget was \$168,940. Approximately 55 percent of revenues was from property taxes.

Mayor Matheny asked what the \$57,300 for the stadium being spent on. Bobby stated it was for utilities but no capital.

No tax increase was being proposed so it would continue to be 52.5¢.

Commissioner Strickland asked what a person got for the vehicle tag fee. Bobby explained that there were Town of Zebulon tags available if they wanted them. They could come by and pick them up.

There were several grant projects in the budget.

Zoning fees were projected to increase by 78 percent. Service fees were projected to increase by \$10,000. Implementation of a transportation impact fee would begin this year as well.

Board of Commissioners

Minutes

May 21, 2014

Staff held the operational line items as much as possible. Personnel would allow for a 1.5 percent merit pay increase, wait to fill the police vacancy until September, and no change to the salary schedule.

On the capital side the items proposed for funding were sidewalks, N. Arendell Ave improvements totaling \$880,000 which was approximately 11 percent of the budget. The sidewalk projects were funded 80 percent through grants. There was also Yates Place, paving, town hall basement and the fuel tank shed.

Water and sewer rates would increase 5.5 percent based on the merger agreement. An infrastructure renewal fee would be put in place by the City of Raleigh as well.

There were no questions from the Board.

*Resolution 2014-28—Calling for Public Hearing*

Commissioner Bumgarner made a motion, second by Commissioner Beck to approve resolution 2014-28 to call for public hearing on the budget for June 18, 2014. There was no discussion and the motion passed unanimously.

B. Sale of Property

*Resolution 2014-29—100 N. Arendell Avenue*

Lisa Markland presented that a bid for \$125,000 had been received for the 100 N. Arendell Avenue, the old town hall building from Muter Construction and no upset bid had been received. If the Board adopted the resolution it would allow for the Manager to sign the necessary documents to close the sale of the property.

Commissioner Clark made a motion, second by Commissioner York to adopt resolution 2014-29. Commissioner Strickland asked if the Board had to accept that bid and it was explained that they did not have to do that. The Board always had the right to reject any bid received. There was no further discussion and the motion passed unanimously.

**NEW BUSINESS**

A. Fire

*Insurance Grading*

Chris Perry wanted to update the Board on the insurance grading which could affect the ISO rating of the Town of Zebulon. They would grade on four areas which were emergency communications, fire department, water supply and community risk reduction. The best class was a class one and there was only one of them in the state. The Town was currently a class three which was very good and the county was a class six and the lowest was a class 10.

Goal was to work to have a county wide class six so hopefully that could be obtained.

The Town's goal was to keep the class three rating.

Board of Commissioners

Minutes

May 21, 2014

The state would stay approximately three days. If the class were to go to four or five they would give the Town the chance to make changes if any were available that could help the Town to stay at its current rating. If a new class were to be issued it would be effective within 90 days which would be approximately November 2014.

Commissioner York asked about whether the nuisance policies of the Town would affect the ratings. Chris Perry stated they were not a consideration.

### **MANAGERS REPORT**

Rick Hardin thanked staff for the process of developing the budget.

Rick explained that two upset bids had been received for 109 E. Horton Street and the highest was \$99,900 so it would be out for another 10 days to see if an upset bid was received.

Commissioner Bumgarner made a motion, second by Commissioner Clark to adjourn. There was no discussion and the motion passed unanimously.

---

Date

---

Robert S. Matheny—Mayor

SEAL

---

Lisa M. Markland, CMC—Town Clerk