

Zebulon Board of Commissioners
Work Session
Minutes
May 10, 2016

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

Mayor Matheny called the meeting to order at 7:05pm.

APPROVAL OF AGENDA

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

OLDBUSINESS

Lisa Markland introduced Adora Thayer who was an MPA student from UNC and was an intern with Zebulon for the summer.

A. General

Manager Introduction—Budget Process

Joe Moore stated that the worksessions in May were to give the Board the opportunity to ask questions of staff concerning the details within the budget as well as the rationale behind what was being proposed. Joe continued by stating that the Board had the option of calling for the public hearing on June 6th and present staff's proposal and receive comment on that or they could wait to call for the public hearing after they had worksessions and made their changes to the budget.

Mayor Matheny stated that Commissioner Bumgarner was not available for the meeting scheduled on May 24th and asked that the meeting be moved to May 18th so that all could be present for the meeting.

Commissioner Bumgarner made a motion, second by Commissioner York to move the worksession from May 24th to May 18th. There was no discussion and the motion passed unanimously.

Joe Moore explained that the focus would be on property management, greenways and sidewalks and stormwater. He stated that the property management budget had a dedicated 1/2¢ property tax increase, greenways and sidewalks had a 1/2¢ property tax increase that was dedicated toward that effort and finally, the stormwater fee would be redirected away from operations and it would go towards capital projects.

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Presentations

Property Management

Chris Ray made a presentation on property management where the budget would focus on managing the existing investments and to garner a return on the investments. Some of the main points were to finance as little as possible but to pay for items as the Town went along and in that process to take the useful life into account.

Debt retirement was discussed and Mayor Matheny made comment to the total debt retirement, Chris explained that the numbers he was presenting were for a specific year not total.

The needs at the various locations were discussed including the Community Center, Public Works master plan, Fire Station, and the Town Hall basement improvements. There was discussion about security at the Public Works facility, an assessment of all facilities, what a ½¢ on the tax rate would generate, fire station facilities, and capital reserve fund for debt retirement.

Commissioner Beck asked about development fees to pay for the fire station and it was explained that the Board could do that. Joe Moore said that it really depended on where the burden would be placed and he relayed that the developers were saying that it was much less expensive to develop in Zebulon than it was in places like Raleigh. Chris Perry stated that if EMS were to collocate with the fire department then that would be an opportunity to provide an additional revenue stream for the project.

Greenways/Sidewalks

Chris Ray presented a PowerPoint on greenways and sidewalks which would include a ½¢ tax increase and staff thought that it would provide a return on investments. There were many projects presented and the first recommended was Beaverdam Creek greenway, which would connect the Weaver's Pond and Taryn Meadows subdivisions.

There was discussion on sidewalks along Shepard School Road and the greenway master plan which would improve connectivity and an alternate means of transportation. The uses of grants and transportation fees were an additional means of funding the projects. They also discussed the sidewalk along S. Arendell Avenue from Harris' to the railroad tracks and it included a stormwater project, the walking trail around the municipal complex and urban trails downtown.

Joe Moore said the goal was to rank projects so that guidance could be provided to staff to know the Boards priorities. Joe continued by stating that the fact a project is listed in the budget did not necessarily mean that they should do that project but that money should be put in the budget for pedestrian activity. The ranking criteria would dictate what was built and when. Commissioner Beck said that he was in favor of sidewalks and walking trails.

Commissioner York asked about funding from Wake County to help with the greenways in Zebulon since Apex and Garner had received some funding. Chris Ray said that he was not aware of any funds being available at the current time. The bond that was being proposed for the November ballot was discussed as well. It was explained that if the grants proposed in the budget were not seen that it would not be possible to fund that projects.

There was discussion about a crosswalk at Gannon and Wakefield and Greg Johnson explained that the downtown loop would include crosswalks and pedestrian lights.

Stormwater

Chris Ray stated that stormwater was the last piece of managing the Town's investments. The \$108,000 was to go towards capital and would include permit compliance with the municipal system and the industrial permits. The goal would be to eliminate nuisance flooding on N. Wakefield Street, Yates Place, S. Arendell and W. Sycamore. In 2017 some of the capital items would be the second phase of Yates Place design and construction, N. Wakefield drainage improvement from Franklin to Glenn Street, and an inspection camera. Ways of reducing the budget were discussed as well as questions about Phase II of Yates Place and the cost of \$400,000.

Next Steps

Joe Moore stated that on May 18th there would be presentations on streets, fleet and downtown and the questions that were asked tonight would be answered as well. Joe asked the Board if there was any additional information that the Board wanted on May 18th.

Mayor Matheny stated that he would like to understand the information provided in the paper concerning the revenue neutral formula and the amount of money that the Town would be receiving would be less than what was currently being received. Joe Moore asked that they talk about it after the meeting so that he fully understood the question and accurate information would be provided.

Resolutions

Lisa Markland presented that the Board had the option of adopting Resolution 2016-10 setting the date for the Public Hearing on the Budget for June 6, 2016 at 7pm and Resolution 2016-12 would be setting a date for a Joint Public Hearing on June 13, 2016 at 7:00pm.

Mayor Matheny stated that if the public hearing on the budget was for the amended budget of the Board then he thought that it would need to be at a later date. Joe Moore stated that if the Board did not adopt the resolution on the budget tonight then they would not be able to hold the public hearing on June 6th. Joe explained that the Board would need to decide what was important to them as to what was presented for public comment, the proposed budget or the amended budget. He continued by stating that he was comfortable with presenting staffs budget but it was up to the Board to decide what they wanted to do.

Mayor Matheny stated that he was not comfortable with presenting anything other than the Board's recommendation because he thought the public should know what the Board's recommendation on the budget was going to be. Commissioner Strickland said that he wanted to get feedback from the public at the public hearing. Commissioner Bumgarner did not want to put a budget forward that did not contain their input. The Board decided that they wanted to put forth a budget that had their changes included before the public hearing. There was discussion about when to call for the public hearing and no decision was made.

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The consensus of the Board was to bring Resolution 2016-10 back to the May 18, 2016 meeting.

Commissioner Clark made a motion, second by Commissioner York to adopt resolution 2016-12. There was no discussion and the motion passed unanimously.

MANAGERS REPORT

Joe Moore had no comments at this time.

Commissioner York 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