

**Zebulon Board of Commissioners**  
**Work Session**  
**Minutes**  
**May 18, 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 7:00pm.

**APPROVAL OF AGENDA**

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

**OLDBUSINESS**

A. General

*Manager Introduction—Budget Process*

Joe Moore presented the second half of the presentations on the budget on the details and rationale of the budget that was presented. The three topics would be streets, community and economic development and fleet management. The last information to be shared would be a staff report on property values and increase tax revenue.

*Presentations*

Streets

Chris Ray said that the presentation was a refresher from the Board retreat and stated that N. Arendell Ave was at the top of the list which included a grant for \$956,000 from CAMPO, maintaining a PCI of 80 for all town streets, the completion of N. Wakefield Street, completion of Jones Street behind Hillbillies, street resurfacing, and Franklin Street transition.

Funding was proposed projects was to be generated from a dedicated 2¢ tax increase, fund balance appropriation, grants, developer reimbursement agreements and conversion of a bond.

Community and Economic Development

Mark Hetrick gave a PowerPoint presentation on downtown revitalization and reviewed the objectives and how they would be a benefit to the Town. Much of what was discussed on the Comprehensive Plan was presented at the Board Retreat.

Funding options were the use of façade grants, streetscape grants and property improvement loan programs. Various programs were discussed including the Downtown Main Street Program. The Mayor asked about the Main Street program stating that the Town's previous association was not a good one and wanted to know if it had changed. Mark Hetrick stated that there had been some changes to the program from what it was previously when the Town participated.

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Joe Moore spoke to façade grants and there was discussion about the possibility of what could and could not be done. Market and property assessment would help to understand what types of businesses that would do well in Zebulon and that criteria could be used in the façade grant program.

There was discussion about the UDO process and the additional \$70,000 funding and the loan program for property and business owners.

The funding for community and economic development would come from a local government sales and use tax and the general fund fund balance.

Fleet

Tim Hayworth gave a PowerPoint presentation on the Town fleet that was originally presented at the retreat. The systematic rotation of vehicles and equipment was necessary and could not wait until they were no longer able to use it and that was what the rotation system was to do. A plan was needed and by implementing such a plan it would ultimately save the Town money.

The funding sources were sale of assets, general fund fund balance, transfer of vehicles between departments, financing only when absolutely necessary, and a 2¢ tax.

There was discussion about the swap loader and how that worked and how effective it would be for the Town, as well as, back up equipment should it go down and the cost.

Joe Moore stated that the SUV's that the Police department used were also a mobile command post and that was something used at the gas leak a few weeks back. The ladder truck and pumper trucks in the fire department would be approximately \$1.5 million and \$750,000 respectively. Currently, the County would cover only half of the pumper truck but none of the ladder truck.

Next Steps

Joe Moore and Bobby Fitts explained about the tax rate, property value and the growth in the 2017 tax base. It was stated in the handout how it was being budgeted to personnel costs, stormwater program and community and economic development.

Resolutions

Joe Moore presented the various options for calling for the public hearing on the budget and stated that it could be called for June 6 or June 13.

There was discussion and the Board decided to that they would like to call for the public hearing on June 6, 2016 and to hold worksessions after that date.

Commissioner Beck made a motion, second by Commissioner Strickland to adopt resolution 2016-10. There was no discussion and the motion passed unanimously.

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**MANAGERS REPORT**

Joe Moore spoke about the movie in the park and the farmers market.

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

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Date

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Robert S. Matheny—Mayor

SEAL

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Lisa M. Markland, CMC—Town Clerk