

**ZEBULON
BOARD OF COMMISSIONERS
WORK SESSION
AGENDA
March 28, 2024
5:00 PM**

Work Sessions are structured primarily as opportunities for the Board to engage in dialogue with each other and deliberate upon the components of legislation slated for a vote at an upcoming Regular Meeting. The meetings also provide opportunities for either Staff to highlight the need for projects and programs to serve a community need, or the Board to vote on legislation that cannot wait until the next Regular Meeting.

1. Approval of Agenda

2. Fire / EMS Station:

The Town of Zebulon has partnered with Wake County to design the relocation of the Fire Station and incorporate Emergency Medical Services into a new building on the Municipal Complex grounds. The Board will receive an update on the schematic plans of the building, and a preview of the following legislation requiring their approval before proceeding to final design and construction:

- **Memorandum of Understanding (MOU)**

The MOU identifies the roles, responsibilities, and financial terms of Wake County's partnership.

- **Acceptance of Congressional Funding**

The Town of Zebulon secured a \$7.5M congressional earmark to construct the facility. The US Department of Agriculture (USDA) will present the roles, responsibilities, and financial terms associated with accepting these funds.

- **Construction Manager at Risk (CMAR)**

CMAR is a type of construction administration best suited to both comply with the roles and responsibilities of the partnerships and satisfy the conditions for reimbursement.

3. FY '25 Requested Budgets

North Carolina's municipalities create and adopt their budgets by following the process prescribed by "The Local Government Budget and Fiscal Control Act" (N.C. General Statutes §159-7 - 42). A notable milestone in this process is the Town Manager's delivery of a Recommended Budget to the Board of Commissioners. In advance of receiving the Recommended Budget, Staff will present the Board of Commissioners with a series of "FY '25 Requested Budgets". These presentations demonstrate the needs of a growing and diversifying community.

Feedback on the following FY '25 Requested Budgets will both influence the need and amount of a Bond Referendum for transportation improvements and the amount of grants available for non-profits:

- **Street Capital Budget**
- **"Walk Zebulon" Capital Budget**
- **Strategic Plan Grant Policy and Budget**

4. Meeting Minutes

The Board of Commissioners tabled the Minutes presented at their Regular Meeting on March 4, 2024.

a. Approval

1. February 13, 2024
2. January 29, 2024
3. June 15, 2023
4. May 1, 2023
5. April 3, 2023
6. March 16, 2023
7. February 23, 2023

b. Unsealing of Minutes

1. February 7, 2022
2. May 2, 2022
3. October 20, 2022
4. December 5, 2022
5. March 16, 2023
6. April 3, 2023
7. May 1, 2023
8. June 15, 2023

5. Adjourn