

**ZEBULON  
BOARD OF COMMISSIONERS  
MINI-RETREAT  
AGENDA  
October 27, 2022  
9:00 am**

Mini-Retreats are structured to dedicate more time for the Board of Commissioners to discuss and work through the issues associated with more complex policies and capital projects.

This Mini-Retreat will be held at 113 N. Arendell Avenue (the 2<sup>nd</sup> floor above the Creative Cup). As with all meetings of the Board, the public is welcome to attend but seating is limited and those interested in attending should notify [markland@townofzebulon.org](mailto:markland@townofzebulon.org) no later than 12PM on Wednesday, October 26, 2022. Please park in the public lots at the corner of Arendell and Vance and not on the street in front of the business. The meeting will be recorded and posted to YouTube.

**1. Town of Zebulon Personnel Policy**

The Board of Commissioners will continue their discussion on revisiting the Personnel Policy last adopted in 2014. The project facilitator will relay the schedule and steps to revise the Personnel Policy to meet contemporary organization goals and provide any updates to specific policies and topics offered by individual Commissioners.

**2. Zebulon 2030 Strategic Plan**

**A. FY '24 Initiatives**

At their September Mini-Retreat, the Board identified and prioritized those Initiatives (programs and projects) considered most important to creating a *Vibrant Downtown*, *Growing Smart*, and preserving and enhancing *Small-Town Life*. Staff will describe the schedule and next steps to scope the cost and work associated with those Initiatives identified as most important. The Board will identify the revenue sources to fund those Initiatives in the upcoming fiscal year's 2023 - 2024 Budget.

**B. FY '23 Capital Improvement Budget & FY '24 – '29 Capital Improvement Plan**

The Board adopted, FY '23 Capital Improvement Budget (CIB) identifies the revenue sources to fund a variety of capital improvement projects (ex. intersections, stormwater, fire station, parks, etc.). The FY '24 - '29 Capital Improvement Plan (CIP) identifies the funds needed to move CIB projects forward (ex. design to construction), and to initiate new projects. The Board will identify the revenue sources (savings, grants, taxes) to fund the CIP. Depending upon the number and value of projects funded through tax revenue, this Mini-Retreat could identify the amount and purpose of a 2023 Bond Referendum.

**3. Town of Zebulon Brand**

The Board will receive an update to the “marketing” brand first presented to the community in June. The updates incorporate comments received through a variety of community engagement venues and formats. The Board will also receive the first iteration of the “governing/official” brand. Finally, the Board will hear options on how to move forward on implementation of the branding system.

**4. Adjourn**