

**ZEBULON
BOARD OF COMMISSIONERS
WORK SESSION
AGENDA
August 17, 2023
5:00 PM¹**

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 an opportunity for Staff to highlight the need for future projects and programs to serve the community.

1. Approval of Agenda

2. FY '24 First Quarterly Reports: Fire, Public Works

The Board of Commissioners receive quarterly reports from departments to assess how their policy decisions (specifically the budget ordinance) can address service needs within the community. The First Quarterly Reports provide an assessment of the previous year and highlight observations from trends to convey the need for future projects or programs to serve the community.

3. Governing Board Procedure Manual: Remote Meetings

The Board has expressed an interest in the ability to meet remotely (i.e., participate in a meeting without being physically present). A draft policy was introduced to the Board at their Work Session on April 20, 2023. The latest draft includes feedback from that meeting to increase the number of remote participants for either “planned remote participation” or “emergency remote participation”, and increase the amount of time for a remote participant to reconnect with the meeting if disconnected. Feedback from the Board on a draft of the Remote Meetings procedure will guide Staff in developing a policy for a vote at a Regular Meeting.

4. Strategic Plan Grant Policy Revision

The Town of Zebulon awards grants to non-profit organizations who provide community services that advance upon the goals adopted in the Zebulon 2030 Strategic Plan. The North Carolina General Statutes have changed how municipalities can award grants to non-profits. Feedback from the Board on a draft of the revised Strategic Plan Grant policy will guide Staff in developing a policy for a vote at a Regular Meeting.

5. Lapsed Salaries

6. Adjourn

¹ August’s Regular Meeting of August 7, 2023 was Recessed to August 17, 2023 at 5:00 pm. August’s Work Session, already scheduled on the Board’s Meeting Calendar to begin at 5:00 pm on August 17, 2023, will start upon the conclusion of August’s Regular Meeting.