

ZEBULON
BOARD OF COMMISSIONERS
AGENDA
August 7, 2023
6:00pm

1. PLEDGE OF ALLEGIANCE

2. APPROVAL OF AGENDA

3. RECOGNITION(S)

- A. Barnanne Creech - Finalist for 2023 NCCAT Career Technical Education (CTE) Teacher of the Year for Wake County Public School System*
- B. Zebulon Main Street Community Designation*

4. PUBLIC COMMENT

All wishing to speak must sign up prior to 5:50pm. The comment period will be no longer than 15 minutes with speakers having three minutes each to speak. No speaker can speak on a public hearing item or any item that would need to be discussed under Closed Session. Speakers cannot give their minutes to another speaker. If you would like to submit comments to be read into the record at the meeting, please send comments, of 400 words or less, to Lisa Markland at lmarkland@townofzebulon.org) by 3:00pm on August 7, 2023.

5. CONSENT

A. Minutes

- i. May 9, 2023 – Work Session
- ii. May 17, 2023 – Work Session
- iii. May 25, 2023 – Work Session
- iv. June 5, 2023 – Regular Meeting
- v. June 15, 2023 – Work Session
- vi. June 20, 2023 – Special Called Meeting

B. Finance

- i. Wake County Tax Report – April and May 2023
- ii. Recognition of United Arts Council Grant Funds (Ordinance 2024-04)
- iii. Lease Purchase Award for Knuckleboom (Resolution 2024-01)
- iv. Reimbursement Resolution – Financing of Knuckleboom (Resolution 2024-02)
- v. Board Compensation (Resolution 2024-03)

C. Fire

- i. Fire Contract Amendment with Wake County

6. OLD BUSINESS

A. Planning

- i. Wall Purdy Tract Annexation – Weavers Pointe (Ordinance 2024-05)
- ii. Wall Purdy Tract Rezoning – Weavers Pointe (Ordinance 2024-06)

7. NEW BUSINESS

A. Financial

- i. Monthly Financial Reports
- ii. FY '23 Donations and Grants Rollover (Ordinance 2024-01)
- iii. FY '23 Project and Program Rollovers (Ordinance 2024-02)
- iv. FY '24 Budget Amendment Requests – Capital Reserve (Ordinance 2024-03)

B. Fire

- i. Fire Contract Renewal with Johnston County

C. Planning

- i. Wall Purdy Tract Annexation – Weavers Pointe (Ordinance 2024-05)
- ii. Wall Purdy Tract Rezoning – Weavers Pointe (Ordinance 2024-06)

8. BOARD COMMENTS

9. BOARD OF COMMISSIONERS

- A. Manager Review – Sponsor Baxter/Co-Sponsor Miles
- B. August Retreat – Sponsor Baxter/Co-Sponsor Miles

10. MANAGERS REPORT

- A. Development Update
- B. Human Resources Update

11. ADJOURN

STAFF REPORT
ACCEPTANCE INTO
NC MAIN STREET PROGRAM
AUGUST 7, 2023

Topic: ACCEPTANCE INTO NC MAIN STREET PROGRAM

Speaker: Teresa D. Piner, AICP, Main Street Director
From: Michael J. Clark, AICP, CZO, Planning Director
Prepared: Teresa D. Piner, AICP, Main Street Director
Approved: Joseph M. Moore 11, PE, Town Manager

Executive Summary:

The Board of Commissioners will hear a presentation on Zebulon's designation as a NC Main Street Community.

Background:

"Explore Main Street Program" was identified as a goal of the Vibrant Downtown Focus Area when the Board of Commissioners adopted the Zebulon 2030 Strategic plan in 2018.

After completing the application process in the midst of the COVID pandemic, and onsite tours of downtown, Zebulon was selected among a competitive process and officially designated by the NC Department of Commerce as a Downtown Associate Community in January of 2021.

Communities which successfully complete the three-year DAC program may be selected to move into the Main Street program. On June 30, 2023, Mayor York was notified by Mr. Kenny Flowers, Assistant Secretary for Rural Development, that the Town of Zebulon had been selected to become a designated NC Main Street Community.

The NC Main Street Center assists communities under 50,000 in population in the revitalization of their downtowns through training, networking and technical or financial assistance.

NC Main Street operates on the Four-Point Approach® to downtown revitalization.

- Promotion (through events and festivals)
- Design (of public spaces, streetscapes, and facade improvements)
- Economic Development (through a diverse and unique set of retail)
- Organization (of volunteers, businesses, and property owners)

Discussion:

- Recognition - Department of Commerce
- Recognition - Zebulon Main Street Advisory Board Members
- Presentation - Main Street Declaration Certificate

Policy Analysis:

Zebulon's designation as an NC Main Street Community is clearly, and unequivocally, consistent with Board policy.

Attachments:

1. Letter of Acceptance.



**NC DEPARTMENT
of COMMERCE**
RURAL ECONOMIC
DEVELOPMENT

Roy Cooper
GOVERNOR

Machelle Baker Sanders
SECRETARY

Kenny Flowers
ASSISTANT SECRETARY

June 30, 2023

The Honorable Glenn York
Mayor
Town of Zebulon
1003 N. Arendell Ave.
Zebulon, NC 27597

Dear Mayor York:

On behalf of the North Carolina Department of Commerce, I am pleased to announce that the Town of Zebulon has been selected to move up from the Downtown Associate Community program to become a designated North Carolina Main Street community. This designation is effective July 1, 2023. The NC Main Street & Rural Planning Center staff believes that your efforts to establish a downtown development position, your commitment to downtown revitalization, and your business mix, building stock, and the potential in downtown, make Zebulon an excellent candidate for the Main Street program.

We look forward to our continued work with you and the Zebulon Board of Commissioners, town staff, and the community leaders on the implementation of your downtown revitalization plan that will support continued economic growth and development in your community.

Sincerely,

Kenny Flowers,
Assistant Secretary for Rural Economic Development

Cc: Joe Moore
Teresa Piner
Elizabeth H. Parham

Zebulon Board of Commissioners
Work Session
Minutes
May 9, 2023

Present: Mayor Glenn York, Beverly Clark, Quentin Miles, Shannon Baxter, Jessica Harrison, Larry Loucks, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Perry-Fire, Chris Ray-Public Works, Sheila Long-Parks and Recreation, Bobby Fitts-Finance, Jacqui Boykin-Police, Michael Clark-Planning, Adam Culpepper-Planning, Eric Vernon-Attorney

Mayor York called the meeting to order at 5:00pm.

APPROVAL OF AGENDA

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

Joe Moore spoke about the topics to be presented at the meeting.

FY '24 RECOMMENDED BUDGET

Joe Moore explained the statutory requirements for adopting of the FY '24 budget no later than July 1.

The FY '24 recommended budget was handed out to the Board.

The budget schedule and process was reviewed. The next budget work sessions were scheduled for May 17 and May 25 with the public hearing on June 5. Zebulon's Vision 2023 Strategic Plan was reviewed. The focus areas of the plan were Vibrant Downtown, Growing Smart and Small-Town Life. The goals of vibrant downtown were to revitalize and attract people with some projects within the budget including alleyway activation, Main Street Program and special events.

The goals of the Growing Smart focus area were coordinating land use and transportation, staffing and economic development. Some of the budget features to support the focus area were to add personnel in police, fire, information technology, stormwater, and human resources and construction of the Old Bunn signal.

Small Town life goals included increasing walkability and connectedness. The budget included community engagement, community center utilization, athletics and Little River Park.

The changes in revenue from the previous year were shown. Property tax increased due to the Town's growth and sales tax increased due to the sales increasing in Wake County. The changes in expenditures were detailed. The Town's total expenditures for the FY '24 proposed budget would be \$22.3 million.

The personnel positions requested in the FY '24 budget included a Special Operations Sergeant, Police Officer, three Firefighters, Crew Leader, Equipment Operator, Athletic Coordinator,

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Community Center Recreation Assistant, Town Clerk, Planner I, Code Enforcement Officer, IT Director and Assistant Town Manager,

Joe Moore spoke about specifics in the requested budget for Public Works, Police, Parks and Recreation, Planning, Administration and the Governing Board. Details of what was included in the budget and what was not recommended were detailed and the pros and cons of each item were discussed.

The next budget work session was scheduled for May 17. Staff would not make a presentation but was asking for Board feedback on goals at the meeting.

Commissioner Baxter asked for an updated contract on legal services.

Copies of the budget were on the Town's website and hard copies at the library, Chamber of Commerce, Community Center, Town Hall, East Wake Academy and East Wake High School.

Commissioner Baxter requested a copy to be provided to Barnanne Creech at Zebulon Middle School.

BOND REFERENDUM: NOTICE OF INTENT

Joe Moore reviewed spreadsheet E-1 in the budget binder to review possible bond referendum projects. Staff recommended the Board withhold on a notice of intent for a bond referendum in November 2023 and explained why. The current projects were detailed, and Mr. Moore spoke about where they were in the process. The projects included Old Bunn at Shepherd School signal, Jones Street connector and Pearce/Proctor roundabout, Arendell/Gannon roundabout, Judd at N. Arendell signal, N. Arendell widening and Old Bunn (Shepherd School to Park Village)

Commissioner Baxter expressed comments on CAMPO's project point structure and how projects were awarded. Michael Clark spoke about LAPP funds through CAMPO and the competitive nature of larger communities. The Town's extended scope and larger price tag made the Town more favorable to receive funds.

It was shown what the tax increases for the next four years would be with a transportation bond.

There was consensus among the Board to wait until November 2024 to do a bond referendum.

SPECIAL EVENTS

A. Norse Brewing Market Events – Resolution 2023-27

Joe Moore stated the discussion with the special events was if the Board would close the right-of-way and waive fees.

Sheila Long stated Norse Brewing submitted a special event application to hold events on September 30 and December 16. The event time would be 11:00am to 4:00pm and would include a local vendor market. A map of the event was shown.

The Board was asked to consider the following for the event approval:

1. Nonprofit status or public purpose of the applicant and/or event.
2. The applicant's substantial presence in the community, including but not necessarily a permanent physical presence.
3. The applicant's history of positive contributions to the Town of Zebulon, its institutions and citizens.
4. Whether the event stimulates or encourages community participation in nonprofit/civic activities.
5. The event's consistency with the plans, goals and policies of the Town.
6. Potential for damage to property or harm to people arising from the nature and size of the proposed activity.
7. Ability of the Town to support the proposed activity.
8. Ability of the Organization to implement the event.

Commissioner Miles made a motion, second by Commissioner Loucks to approve Resolution 2023-27. There was no discussion and the motion passed unanimously.

B. Juneteenth Parade – Resolution 2023-26 and Ordinance 2023-44

Joe Moore stated Todd Productions, LLC submitted an application for a Juneteenth Parade to be held on June 17, 2023. The parade route was shown.

The Board was asked to consider the following for the event approval:

1. Nonprofit status or public purpose of the applicant and/or event.
2. The applicant's substantial presence in the community, including but not necessarily a permanent physical presence.
3. The applicant's history of positive contributions to the Town of Zebulon, its institutions and citizens.
4. Whether the event stimulates or encourages community participation in nonprofit/civic activities.
5. The event's consistency with the plans, goals and policies of the Town.
6. Potential for damage to property or harm to people arising from the nature and size of the proposed activity.
7. Ability of the Town to support the proposed activity.
8. Ability of the Organization to implement the event.

The request also included a fee waiver. The following criteria was used when determining consideration of reduced or waived fees for special event implementation:

1. The requesting applicant must represent a non-profit organization as defined by state or federal tax law.
2. Priority will be given to Zebulon based groups / chapters / organizations.
3. The proposed event is community focused and / or recreational in nature.
4. The proposed event is open to the general public.
5. The proposed event has been planned to facilitate a positive impact to the community.
6. The proposed event meets the town's strategic plan.

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The event was open to the general public but did intend to charge fees to parade entries and may raise sponsorships.

The request of the Town was to close the street, notify impacted residents, advertise on the Town's website, provide insurance coverage and to waive or reduce fees. The Town's expected expense was approximately \$5,000. Joe Moore stated staff did not recommend the Town provide insurance coverage.

Chief Boykin spoke about civilian assistance for traffic control and had requested a quote for support during the event. It was stated this was a holiday weekend and mutual aid assistance was difficult being short notice from the applicant.

Commissioner Baxter asked how the participants would line up and if they were allowed to ride horses to the event. Chief Boykin stated there was a trail ride planned for that day and those riders would arrive on horseback. It was stated in the contract that if the entries were not lined up at a certain time they would not be allowed to participate in the parade. There were details given about the coordination of a parade.

Commissioner Baxter expressed concerns about the horses being spooked during the parade.

Crushonda Todd, representing Todd's, LLC gave some background about the event. Ms. Todd stated they were committed to being in compliance and thought it would be a great service to the community. There would be fewer horses than last year and a training session for the horses before the parade.

Commissioner Baxter agreed with staff that the Town should not provide insurance for the event.

Ms. Todd stated she was prepared to provide the Certificate of Insurance for the event.

Commissioner Miles inquired about the cost of insurance. Sheila Long spoke about insurance through the North Carolina League of Municipalities, but it was more cost effective to purchase local insurance coverage.

Commissioner Baxter wanted to reduce the fees.

Commissioner Miles wanted to waive all fees.

Commissioner Loucks was in favor of the event, using outside agencies and seed funding to get the event started.

Commissioner Harrison stated she was in favor of the parade and waiving the fees outside of the insurance coverage.

Commissioner Clark was in favor of reduced fees and to provide their own insurance.

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There was discussion on putting a cap on the amount the Town waives. Commissioner Miles made a motion, second by Commissioner Harrison to approve Resolution 2023-36 and Ordinance 2023-44 to waive all fees except the insurance.

Commissioner Baxter stated it was irresponsible to waive all fees. There was discussion about putting a cap on the expenses.

Commissioner Loucks asked about the registration fees. Ms. Todd stated the funds would go to Todd LLC's non-profit. There would be a cap on the number of parade entries.

It was asked if the proposed amount would cover police support for the parade. Chief Boykin stated it was a good possibility it could cover all expenses, but the hourly rate may need to be increased to the holiday pay rate.

More concerns were expressed about the possibility of expenses costing more than \$5,000.

Commissioner Miles amended his motion to approve Resolution 2023-36 and Ordinance 2023-44 to waive all fees up to \$5,000 and for the applicant to provide insurance.

Chief Boykin stated she would know the total cost within the next two weeks but was not committing to a specific amount.

Commissioner Harrison agreed to the amendment of the motion.

Commissioner Loucks wanted to see the event pay for itself in 2024.

Mayor York reminded the applicant to start the process earlier next year.

Chief Boykin was concerned about the limited resources with two events taking place that day. There needed to be a more concerted effort to work together.

Commissioner Baxter stated it was taxing on staff to make the event happen and there needed to be more time to plan a parade.

There was no further discussion and the motion passed unanimously.

Mayor York stated there would be 10 minute recess.

The meeting was called back into session at 7:07pm.

UTILITY ALLOCATION POLICY AMENDMENT

Michael Clark presented the Utility Allocation Policy and the proposed changes. Developers had concerns about point restrictions and the amendment restructured the base points, added subcategories and new bonus point options and included category maximums. The goal of the

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amendment would incentivize the uses that were desirable for the Town. The Planning Board unanimously recommended approval at their April 10, 2023 meeting.

Adam Culpepper spoke about how he had worked with developers, and it was difficult to achieve the points under the current point structure. The changes were detailed with examples.

Commissioner Baxter wanted developers and businesses to make a significant investment and stated changing 20 to 40 points was aggressive. An example of adding an off-site improvement was given.

Michael Clark stated the Town could not allow an off-site improvement and would be considered double dipping in the development industry.

Mr. Culpepper spoke about the base point classification.

Michael Clark spoke about the site selection process for businesses.

Adam Culpepper gave examples of how it would be difficult to achieve points with the current policy.

There was an explanation given about what triggered a change of use, electric vehicle charging stations, mixed use transit-oriented developments, horizontal mixed use, pocket neighborhoods, stormwater control measures, and redevelopment.

Commissioner Loucks stated he was happy with the policy amendments.

It was stated Cookout could not meet the 60-point requirement. Adam Culpepper walked the Board through the base points and bonus points for Cookout to show how they were unable to meet the minimum.

Michael Clark explained the Board could not prohibit uses but could put in standards to limit potential locations through the UDO.

Commissioner Loucks made a motion, second by Commissioner Clark to approve the Utility Allocation Policy Amendment as amended at the meeting.

Commissioner Miles asked about guidelines for changes to the policy. Joe Moore stated staff would check in with the Board in six months to see if there are any suggestions to the Utility Allocation Policy.

Commissioner Baxter asked when staff prepared reports to show how many points were achieved. Staff would add the Utility Allocation points to the interactive development map on the Town's website.

There was no further discussion and the motion passed unanimously.

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Commissioner Loucks made a motion, second my Commissioner Harrison to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 7th day of August 2023.

Glenn L. York—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk

Zebulon Board of Commissioners
Work Session
Minutes
May 17, 2023

Present: Mayor Glenn York, Beverly Clark, Quentin Miles, Shannon Baxter, Jessica Harrison, Larry Loucks, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Perry-Fire, Chris Ray-Public Works, Sheila Long-Parks and Recreation, Bobby Fitts-Finance, Jacqui Boykin-Police, Michael Clark-Planning, Adam Culpepper-Planning, Eric Vernon-Attorney

Mayor York called the meeting to order at 5:00pm.

APPROVAL OF AGENDA

Mayor York asked to amend the agenda to add contract approval.

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

FY '24 RECOMMENDED BUDGET

Joe Moore stated staff would not make a presentation and the meeting was a time for Board discussion with staff. A summary of projects in the capital improvement budget was given.

Commissioner Loucks asked for more information on the Town Hall reorganization. There was discussion about the Wakelon display at Town Hall and the space needed for staff.

Chris Ray was asked to give an update on the Sycamore and Gannon sidewalk project. The anticipated preconstruction meeting would take place the first week of June and a notice to proceed the second week of June.

Staff was asked to look into the straps on the downtown trees. There were concerns about them being a trip hazard.

More details about the reorganization of Town Hall were given. Staff would begin the design but would also utilize the space with the equipment they currently had.

Commissioner Harrison asked staff to look into the issue with the noise from the pipes in the bathrooms when figuring costs to renovate Town Hall.

Joe Moore spoke about the remaining projects from the recommended capital improvement plan.

The project for Fire Station 2 included identifying the location and securing the property.

The Façade grant was being increased from \$10,000 to \$15,000.

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Commissioner Miles asked about adding water fountains at Gill Street Park. Sheila Long stated staff could look into adding water fountains. There was discussion about adding restroom facilities at the park. Commissioner Harrison suggested staff perform a study on the use of the park to get the actual numbers before installing restroom facilities.

There was a question about using parks and recreation impact fees to build restroom facilities. Sheila Long explained how parks and recreation impact fees were required to be used by state statute.

Commissioner Baxter asked about the Public Works yard expansion and Chris Ray provided details on the project.

There was discussion about the Mudcats Stadium and how the Board should plan for future budgeting.

The personnel recommendations were reviewed, and Joe Moore spoke about why some positions were included and why some were not included in the budget. Commissioner Baxter stated she was not comfortable with authorizing an assistant to the Town Manager and felt an Assistant Town Manager was needed.

Commissioner Loucks suggested setting hiring dates for the new positions instead of funding them for a full 12 months.

There was discussion about the Main Street Coordinator position and the budget for the Main Street program.

Joe Moore showed in the budget for each department's start dates for the positions and what was being funded for that position.

Commissioner Miles stated citizens were asking him for staff salaries. Joe Moore stated anyone could email him if they wanted salary information, but the community needed to compare the salaries in context with the market rate.

Mayor York stated there would be a five-minute break.

The meeting was called back into session at 6:07pm.

There was a question about how a position could be added. Joe Moore explained the process of adding a position.

Joe Moore spoke further about why some positions were included and why some were not included in the budget.

Mayor York expressed concerns about the maintenance of the Town cemetery. Sheila Long spoke about the operational changes to be made so a high level of service was seen.

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Commissioner Harrison inquired about the open positions in Public Works. Joe Moore spoke about the vacancies for the Operations Manager and the Equipment Operator I positions. There were details given about the hiring process.

Chris Ray spoke about the Engineer job description and the role of the Operations Manager.

There was a question about whether the position would be an Assistant Town Manager or an Assistant to the Town Manager. Joe Moore stated he would evaluate the need if the Board approved both the Communications Manager and IT Director positions. Commissioner Baxter wanted the position to be an Assistant Town Manager. Joe Moore confirmed the budget included funding for an Assistant Town Manager.

Details about Bee City USA and Tree City were given by Sheila Long. The Board was encouraged to think about programs holistically that would fit a greater goal for the Town and to understand the long-term costs. There was discussion about the Town focusing on sustainability and the possibility of having an intern develop a sustainability plan.

Commissioners Harrison, Baxter and Miles directed staff to move forward with Bee City USA and a sustainability plan.

Joe Moore stated the travel and training budget was increased by \$6,000 for training for the Town Clerk. Lisa Markland spoke about the costs for classes, conferences and certifications for the Clerk.

The Board's travel and training expenses had increased significantly over the last year by the Board attending the Main Street Program and North Carolina League of Municipalities Conference. Staff recommended substantially increasing the budget if the Board wanted to attend the National League of Cities ("NLC"). Commissioner Baxter expressed a desire to join the NLC.

Commissioner Clark suggested the Board choose a representative to attend the NLC. Commissioners Miles and Harrison expressed their reasons for wanting the entire Board to attend.

Mayor York suggested the Board report to the citizens what was learned at conferences they attend.

Joe Moore stated staff would provide information on the travel costs for the Board to attend the NLC conference.

There was discussion about the Strategic Plan Grants and how the legislative change affected the program. Examples of partnerships with organizations like the East Wake Education Foundation and the Chamber of Commerce were detailed.

Commissioner Harrison suggested using the non-profit budget to waive fees for events. Staff was asked to provide data on how much money had been waived in fees over the last two years.

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Commissioner Baxter recommended the Town join the Chamber of Commerce membership. Commissioners Harrison and Loucks agreed. There was discussion about how the Town supported the Chamber in the past.

Mayor York stated there would be a five-minute break.

The meeting was called back into session at 7:26pm.

Joe Moore spoke about the Town's branding and wayfinding projects and the budgeted funds. Staff would provide updates on the Town's seal, logo and tagline.

Commissioner Miles asked about an app for the Town. Joe Moore stated the communications manager could look into the possibility of a Town app.

Commissioner Loucks asked for a copy of the current cell phone reimbursement policy.

The next budget work session was scheduled for May 25 at 5:00pm.

Commissioner Miles inquired about research on the usage of the parks and asked how information would be gathered and how it would be used. Sheila Long spoke about ways to collect data on how the parks were being used, the number of people using the parks and how often the parks were in use. Sheila continued to explain that information could be gathered with high school students, college student from NCSU as a service-learning project or with cameras.

Sheila explained that once the information was gathered it could help with determining what was needed in each of the parks such as bathrooms. There was discussion about wanting to make sure that there was a true assessment and that the information provided was accurate.

Commissioner Loucks asked for staff's thoughts on concessions at the ballparks being run by non-profits. Sheila Long spoke about the Town's history with concessions and the challenges with the way the programs were dispersed.

There was a question about the increase in materials and supplies and Lisa Markland stated that would cover items for the Town Clerk and Board.

Commissioner Baxter inquired about the increase in investment earnings. Bobby Fitts stated that was due to the increased interest rates.

There was discussion about recreation impact fees. Mr. Moore explained the Board would be working on adopting a Parks Capital Improvement Plan at their mini retreats later in the year.

The Board discussed their partnership with PEG Media and the possibility of the Communications Manager handling the service.

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Commissioner Baxter asked about the increase in professional services. Lisa Markland stated some of the increase was for the Board's mini retreats.

Commissioner Miles asked about adding swag items to be given out to the budget. The items would come from the Governing Body line item.

CONTRACT APPROVAL

Joe Moore stated the contract to purchase the property located at 200 E. Horton Street, Zebulon, NC met the terms the Board agreed upon and was signed for by the seller. The terms and conditions in the Agreement authorized the Town Manager to execute the Agreement on behalf of the Town and to complete the transaction and acquire the property.

Commissioner Miles made a motion, second by Commissioner Baxter to approve the contract to purchase 200 E. Horton St., Zebulon NC 27597. There was no discussion and the motion passed unanimously.

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

Adopted this the 7th day of August 2023.

Glenn L. York—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk

Zebulon Board of Commissioners
Work Session
Minutes
May 25, 2023

Present: Mayor Glenn York, Beverly Clark, Quentin Miles, Shannon Baxter, Jessica Harrison, Larry Loucks, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Wayne Dupree-Fire, Chris Ray-Public Works, Sheila Long-Parks and Recreation, Bobby Fitts-Finance, Jacqui Boykin-Police, Michael Clark-Planning, Adam Culpepper-Planning, Eric Vernon-Attorney

Mayor York called the meeting to order at 5:00pm.

APPROVAL OF AGENDA

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

FY '24 RECOMMENDED BUDGET

Joe Moore stated staff did not have a presentation and the meeting was a time for Board discussion with staff.

Mr. Moore gave a follow-up to some questions asked at the May 17 work session. The Board's travel and training budget was updated, and Joe Moore walked the Board through the changes that were made. It was explained equipment maintenance was taken away and moved to materials and supplies to cover purchasing swag or brand handouts. Lisa Markland stated she was researching the costs for the Board to attend the National League of Cities.

Commissioner Baxter asked for clarification on the change in the retirement line item. Bobby Fitts explained it changed when the start date for the Town Clerk changed from July 1 to December 1 and reduced the retirement.

Chris Ray showed the Public Works yard expansion mock-up and gave details of the project.

Joe Moore gave updates on questions that were asked at the May 17 work session. It was explained travel and training for the Main Street Advisory Board was included in the Planning Budget.

Staff was asked to put together additional information on special event support costs.

There was a discussion about the Strategic Plan Grants. It was explained \$5,000 was budgeted and staff suggested the Board assess the amount and re-write the policy at the August work session.

A handout was given about the Parks and Recreation impact fees and CIP. Sheila Long stated the impact fees had to specifically tie into the improvement of a development and was in response to growth from a particular development. Commissioner Miles asked for a copy of the Town's Charter to see the specific language on the impact fees for certain areas.

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There was more discussion about how impact fee revenues were to be used and various scenarios were given.

Sheila Long spoke about the Whitley Park site plan project and stated staff would work with the community for their suggestions on ways to expand the park.

Staff stated when the master plan was completed the Town would revisit the impact fees at the same time.

Joe Moore gave a copy of the legal services contract and a copy of the cell phone reimbursement policy to the Board. Commissioner Loucks asked how the reimbursement amounts were determined. Staff could look at market trends if the amount needed to change.

Lisa Markland was asked to research how the Town's salaries compared to the market in our labor shed and how municipalities pursued market studies. That information would be provided at a later date.

The budget public hearing was scheduled for June 5 and the budget could be adopted at that meeting or before July 1.

Commissioner Baxter asked for costs to add a water fountain downtown. Ms. Long stated the cost was included in the alley activation project.

There was discussion about downtown power access for food trucks.

Commissioner Loucks asked about the increase in the mowing contract. Sheila gave background about the costs of mowing and equipment needed if staff took over all the mowing. It was explained the cemetery would take three days every two weeks to be mowed and weeded. The Town would eventually need to hire more staff to take care of the mowing, but staff wanted to do it in an intentional way to provide the best service to the citizens.

Commissioner Baxter asked about the athletics increase. Ms. Long spoke about the increased demand causing a need for more officials, teams, gym rentals and sanction fees for tournaments.

Commissioner Loucks wanted an employee wellness survey and four LED information boards added to the budget. There was discussion about using PEG Media to create videos.

There was discussion about employees being reimbursed for Town travel, COVID funding and new positions included in the budget.

Commissioner Baxter suggested hiring an IT Director and IT Tech who were certified in the level that was needed so they did not have to attend additional training.

Joe Moore spoke about why an IT Director was needed. Lisa Markland gave some details about the costs for Network South's contract work.

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Commissioner Baxter asked for details about the safety committee line item. Wayne Dupree provided details about the safety officer's role and the training and safety conferences they attend.

There was discussion about Town employee auto accident insurance and the tuition assistance program.

Commissioner Loucks asked how the Judd Street improvements could be pushed to the developers or County. Joe Moore spoke about requiring developers to make improvements through conditional zoning.

There was a question about sidewalk cleaning. Chris Ray stated the budgeted cost was for a contractor to come in and clean the three blocks of sidewalk at night then to add the sand base back and level it to meet ADA requirements. There was discussion about creating a sidewalk cleaning schedule.

Chris Ray spoke about his open positions and the process for hiring a new employee.

Commissioner Baxter asked about the expenses and salary for the Main Street Coordinator. Michael Clark stated it was a contract position and had to be an average of 40 hours. The additional travel and training was to attend the Main Street Board conference. The Main Street Executive Board would create their own budget in the future.

Commissioner Miles asked to see the contract for the Main Street Coordinator.

Mayor York stated there would be a five-minute recess.

The meeting was called back into session at 6:52pm.

There was discussion about the Powell Bill, cell tower lease and Town cemetery.

Commissioner Loucks asked for information about donation sources the Town received. Joe Moore would resend that information to the Board.

There was discussion about having a donation policy. The Town attorney was asked if there were consequences for accepting money from one group and not another group. Eric Vernon stated the general rule was non-discrimination but was more of a public relations issue than a legal issue.

Bobby Fitts spoke about the process the Town used when accepting sponsorship grants.

Commissioner Baxter asked to add the discussion to an August work session.

There was a question about old fire hoses and Wayne Dupree spoke about what the Town did with surplus fire hoses.

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Michael Clark gave details about the downtown plan explaining it was a sub-area plan for the land use plan.

Commissioner Loucks expressed interest in budgeting money to purchase additional drones. Chief Boykin spoke about the drones the Town owned, what they were used for, and the need for a drone fleet. Commissioner Baxter asked that it be made a higher priority in the next budget.

Commissioner Miles asked about the possibility of the Town purchasing a McGruff costume. Chief Boykin stated the Town borrowed a costume from Knightdale.

Commissioner Loucks stated he liked the look of banners across the road.

There was discussion about the Christmas decorations and pole lights.

There was a question about the light tower. Chris Ray stated the Town owned two and wanted to increase so they did not have to rent or borrow them.

Mayor York thanked staff for their hard work on the budget.

Commissioner Harrison made a motion, second my Commissioner Baxter to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 7th day of August 2023.

Glenn L. York—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk

Zebulon Board of Commissioners
Minutes
June 5, 2023

Present: Mayor Glenn York, Quentin Miles, Larry Loucks, Jessica Harrison, Shannon Baxter, Beverly Clark, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Ray-Public Works, Jacqui Boykin-Police, Chris Perry-Fire, Sheila Long-Parks & Recreation, Bobby Fitts-Finance, Michael Clark-Planning, Eric Vernon-Town Attorney, Sam Slater-Town Attorney

Mayor York called the meeting to order at 6:00pm.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Commissioner Miles.

APPROVAL OF AGENDA

Commissioner Baxter made a motion, second by Commissioner Harrison to approve the agenda.

Commissioner Miles asked to remove Resolution 2023-28, Ordinance 2023-46, Resolution 2023-30 and Resolution 2023-31 from consent.

Commissioner Baxter amended her motion to approve the agenda as amended and Commissioner Harrison amended her second to approve the agenda as amended.

There was no further discussion and the motion passed unanimously.

RECOGNITIONS

A. East Wake High School

Mayor York recognized student Lillie Shelton and teacher Angela Weaver both from East Wake High School.

B. Spring Event Sponsor(s)

Sponsors of the Town's spring events were recognized. The bronze sponsors included State Employees Credit Union and East Wake Academy. The gold sponsors were Parrish Realty and WakeMed and the platinum sponsor was Germano Architecture. Michael Germano was recognized for his \$5,000 donation toward the spring event sponsorship.

PUBLIC COMMENT

Sophia Williams spoke about Gill Street Park needing bathroom facilities and water fountains.

Ginger Dutmers spoke on behalf of the Zebulon Swim Team. It was explained the swim meets were held at Weaver's Pond pool and lights were needed at the pool. Ms. Dutmers asked about using Town lights for the swim meets each year. The non-profit paid approximately \$500 to rent lights last year.

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Lisa Markland read a comment from V.R. Brantley about his concerns regarding traffic on Old Bunn Road.

CONSENT

A. Minutes

Commissioner Clark made a motion, second by Commissioner Loucks to approve the minutes of the March 23, 2023 retreat. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Loucks to approve the minutes of the April 20, 2023 work session. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Loucks to approve the minutes of the May 1, 2023 regular meeting. There was no discussion and the motion passed unanimously.

B. Finance

Commissioner Clark made a motion, second by Commissioner Loucks to approve the monthly financial report. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Loucks to approve the Wake County tax report – March 2023. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Loucks to approve Ordinance 2023-45 – Appropriation of Insurance Proceeds. There was no discussion and the motion passed unanimously.

C. Police

Commissioner Clark made a motion, second by Commissioner Loucks to approve Ordinance 2023-47 – Off-Duty Work Reimbursement. There was no discussion and the motion passed unanimously.

D. Planning

Commissioner Clark made a motion, second by Commissioner Loucks to approve Ordinance 2023-29 – Review Officer Appointment. There was no discussion and the motion passed unanimously.

PUBLIC HEARING

Mayor York opened the public hearing.

Joe Moore spoke about the statutory requirements of assembling and adopting a budget, the budget schedule and process and the budget message. The budget was on the Town's website and books were located at the library, Chamber, Community Center, Town Hall, East Wake Academy and East Wake High School for citizens to view.

Mayor York asked if anyone wished to speak in favor. There were none.

Mayor York asked if anyone wished to speak in opposition. There were none.

Mayor York asked if anyone wished to speak in general. There were none.

Mayor York closed the public hearing.

OLD BUSINESS

A. Planning

i. Woodland Crossing Annexation (Ordinance 2023-42, 0 Parks Village Road)

Michael Clark stated the matter was continued from the May 1, 2023 meeting. The annexation request was for 21.85 acres located at 0 Parks Village Road in the Town's ETJ. The applicant DR Horton intended to build a single-family residential development on the site.

The standards to approve the annexation included:

1. Owner approval
2. Services can be provided
3. Cost/return
4. Public health, safety and welfare

The questions raised at the May meeting were reviewed. One concern raised was the road connection onto Old Bunn Road. Staff contacted NCDOT who reviewed the plans and determined there were no concerns about the location or design of the proposed driveway for the development.

Mike Surasky, with LGB Engineers who is a contractor for the Town of Zebulon, stated he reviewed the location and had no concerns of the driveway as it related to safety.

The applicant's attorney, Ashley Terrazas presented on the case for Davidson Homes. There was discussion about requesting annexation and the development plan. The Board was sent more information about the project and the access road prior to the meeting and that information was reviewed. Ms. Terrazas stated the developer had worked with Town staff since 2021 and discussed the conservation area on the property. The details about the improvements to Parks Village and Old Bunn Road were detailed.

Lucas Helms, a transportation engineer from Ramey Kemp Associates who is the engineer for the developer, spoke about the safety of the access road. Mr. Helms stated the road not only met but exceeded the requirements of NCDOT.

Ms. Terrazas further explained why the Town should accept the annexation and gave a summary of the request.

Michael Clark spoke about how all the standards were met to approve the annexation and staff recommended approval of the annexation. If the annexation was denied by the Board, the applicant could petition to the City of Raleigh to obtain water and sewer connection.

There was discussion about connections to Barrington.

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There was a question about the City of Raleigh approving utility connection if the annexation was denied. Michael Clark stated the City of Raleigh could allow connection, but land would remain in the ETJ and the Town would not receive any tax benefits.

Commissioner Loucks spoke about limiting access points to eliminate accidents and suggested moving the access point to Parks Village Road.

Mr. Lucas explained the development had 45 homes and equated to one car per home during peak hours and would not exceed the requirements on a state-maintained road.

There was a discussion about NCDOT's ability to look at the sites. Michael Clark stated NCDOT was part of the developmental review process, and they review the location of the proposed access drives before the development is constructed.

Commissioner Miles made a motion to deny Ordinance 2023-42. The motion died for lack of a second.

Commissioner Clark made a motion, second by Commissioner Harrison to approve Ordinance 2023-42.

Commissioner Miles spoke about his concerns with the entrance on Old Bunn Road.

Commissioner Harrison stated she agreed with the concerns but could not go against the experts, NCDOT and the engineers' findings.

Commissioner Loucks stated he liked the development and asked why the access point could not be relocated to Parks Village Road. Ms. Terrazas stated that area was the conservation area and Mr. Lucas further spoke about why that area could not be the access point.

Commissioner Baxter stated if the development was annexed the road widening, walking area and buffer would be built by the developer.

There was discussion about safety with the proposed access point.

There was no further discussion and the motion passed 4 to 1 with Commissioners Loucks, Harrison, Clark and Baxter voting in favor and Commissioner Miles voting in opposition.

NEW BUSINESS

A. Planning

i. Zebulon Asphalt Plant Settlement (SUP 2023-01)

Sam Slater presented the information on the Zebulon Asphalt Plant Settlement.

Commissioner Harrison made a motion, second by Commissioner Clark to approve Zebulon Asphalt Plant Settlement SUP 2023-01.

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Commissioner Miles stated the plant could cause potential harm to the environment.

There was no further discussion and the motion passed 4 to 1 with Commissioners Loucks, Harrison, Clark and Baxter voting in favor and Commissioner Miles voting in opposition.

B. Administration

i. Board Appointments

Lisa Markland stated there were two vacancies on the Planning Board with applications received from David Lowry, Michael Germano and Latoya Carter.

Lisa Markland read comments submitted by Latoya Carter who could not be present to speak.

David Lowry and Michael Germano spoke to their Board about their reasons for wanting to serve on the Planning Board.

Commissioner Clark made a motion, second by Commissioner Harrison to reappoint Michael Germano and David Lowry to the Planning Board.

Commissioner Baxter asked staff to contact East Wake TV to create a promotional video for the appointed boards to be able to get more applications.

Commissioner Harrison asked what happened if the seats were left unfilled. Lisa Markland explained the person could continue to serve their current role until someone was appointed.

There was discussion about advertising vacancies on the appointed boards.

There was no further discussion and the motion failed with a vote 2 to 3 with Commissioners Clark and Harrison voting in favor and Commissioners Baxter, Loucks and Miles voting in opposition.

Commissioner Miles spoke about staff finding a way to get more information out about the vacancies. Commissioner Loucks suggested sending the vacancy information to HOAs. Lisa Markland recommended the Board wait until the August meeting so staff had time to prepare a video to attract more people to apply for a position on an appointed Board.

Commissioner Baxter thanked the applicants for their desire to serve on an appointed board.

Dexter Privette spoke about his reasons for wanting to continue his service on the Parks and Recreation Advisory Board.

Joe Moore stated staff recommended the Board place text amendment 2023-01 on the August Public Hearing.

Commissioners Loucks and Baxter stated they were not agreeable to do away with the Board of Adjustment.

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June 5, 2023

Commissioner Harrison wanted to wait until after the promotional video was released to see if there was more interest for serving on the Board of Adjustment.

Commissioner Loucks asked for educational background to be added to the applications.

There was consensus among the Board to wait to schedule the public hearing until after the promotional video was completed.

ii. Governing Board Rules of Procedure: Remote Participation

Sam Slater provided a draft about remote participation.

Commissioner Baxter asked for clarification about limit on remote participation and the restriction where only one member could attend a meeting remotely.

Commissioner Miles spoke about the items he would like revised. Those items being giving notice 11 days prior to a meeting, limiting three meeting per year and the time to reconnect if disconnected during a meeting to be longer than two minutes.

Sam Slater spoke about the differences in emergency needs and planned needs for a remote meeting.

Eric Vernon suggested starting conservative and it could be adjusted later if needed.

There was discussion about meeting types, number of remote participation allowed in a calendar year, and emergency vs. planned meetings.

Mayor York stated there would be a five-minute recess.

The meeting was called back into session at 8:14pm.

C. Budget

Joe Moore stated the Town satisfied all requirements to adopt the Budget ordinance and gave the options before the Board.

Commissioner Baxter stated she still had questions and would like to take the budget to the June 15 work session. Commissioner Harrison agreed and stated she wanted to meet with Joe Moore. There was consensus among the Board to wait until the June 15, 2023 work session.

Commissioner Baxter made a motion, second by Commissioner Harrison to table Ordinance 2023-48 to the June 15, 2023 work session. There was no discussion and the motion passed unanimously.

Commissioner Baxter asked Chris Ray about the overtime in Public Works. Mr. Ray stated most of the overtime in his department was related to their assistance with Town events as well as the vacancies in the department.

There was discussion about vacancies in the department.

D. General

i. Appointment of Tax Collector - Resolution 2023-28

Commissioner Miles asked what the cost would be to have a tax collector in house. Bobby Fitts stated the cost would be approximately \$400,000 to \$500,000 and Wake County did a great job of billing and collecting.

Commissioner Baxter made a motion, second by Commissioner Miles to approve Resolution 2023-28. There was no discussion and the motion passed unanimously.

ii. Budget Amendment Contract Services – Ordinance 2023-46

Commissioner Miles asked about the day-to-day needs of IT and the cost difference between contract and in-house IT.

Lisa Markland spoke about the typical tasks performed by IT and explained the cost difference of having a full-time position versus a contract with Network South having someone in person once per week.

Commissioner Baxter made a motion, second by Commissioner Miles to approve Ordinance 2023-46. There was no discussion and the motion passed unanimously.

iii. Jasper Place Resolution 2023-31

Commissioner Miles asked about the impact adding more roads would have to Public Works' workload. Chris Ray gave details about the work done by his department and the need of a Construction Plan Reviewer to help with the workload.

Commissioner Baxter made a motion, second by Commissioner Loucks to approve Resolution 2023-31. There was no discussion and the motion passed unanimously.

iv. Barrington Phase II A, B, C, F Infrastructure Acceptance - Resolution 2023-31

Commissioner Baxter stated there will be increased needs in departments as the Town grows.

Commissioner Baxter made a motion, second by Commissioner Miles to approve Resolution 2023-31. There was no discussion and the motion passed unanimously.

PROCLAMATIONS

Mayor York read the proclamation for Women's Veterans Day.

BOARD COMMENTS

Commissioner Baxter recognized female Veterans in her life. Commissioner Baxter also spoke about ways to prepare for storm season, the upcoming spring concert, Juneteenth Celebration on June 17, and the construction on S. Arendell Avenue.

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Commissioner Miles thanked staff for their work on the budget, welcomed the new Public Works employee, and encouraged everyone to look on the Town's website for upcoming events.

Commissioners Clark spoke about the Board's work on the budget.

Commissioner Harrison spoke about her experience with Angel Prints and recognized them for their work in the community. A review of her experience with a flag football organization was also detailed for the Parks and Recreation department to look into.

Commissioner Loucks stated he received budget comments after the 3:00pm deadline but would read them at the June 15, 2023 work session. Staff were thanked for their work on the budget.

Mayor York thanked staff for all their work on the budget and spoke about attending the East Wake Academy graduation with Commissioners Clark and Harrison.

MANAGER'S REPORT

Michael Clark gave a monthly development update.

Lisa Markland provided a Human Resources update.

Mayor York stated he was appointed to the Board of Directors of the North Carolina League of Municipalities.

Bobby Fitts reported the following budget transfers:

Governing Board:

Moved \$1,500 from Materials & Supplies to Travel & Training

Finance:

Moved \$6,000 from Salaries to Retiree Insurance;

Moved \$1,000 from Travel & Training to Contract Services – Wake County Tax Collection

Administration:

Moved \$2,500 from Retirement to Advertising

Property & Project Management:

Moved \$3,500 from Salaries to Professional Services;

Operations:

Moved \$3,000 from Salaries to Fuel;

Moved \$1,500 from Insurance & Bonds to Professional Services

Parks & Recreation:

Moved \$3,300 from Community Center Programs - \$2,500 to Summer Camps;

Moved \$350 from Computers - \$150 to Cemetery Landscape;

Moved \$1,500 from Equipment Maintenance to Grounds Maintenance;

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Moved \$500 from Team Uniforms to Athletics

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

Adopted this the 7th day of August 2023.

Glenn L. York—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk

Zebulon Board of Commissioners
Work Session
Minutes
June 15, 2023

Present: Mayor Glenn York, Beverly Clark, Quentin Miles, Shannon Baxter, Jessica Harrison, Larry Loucks, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Ray-Public Works, Sheila Long-Parks and Recreation, Bobby Fitts-Finance, Jacqui Boykin-Police, Michael Clark-Planning, Eric Vernon-Attorney

Mayor York called the meeting to order at 5:00pm.

APPROVAL OF AGENDA

Commissioner Baxter made a motion, second by Commissioner Harrison to approve the agenda. There was no discussion and the motion passed unanimously.

CONSENT

Commissioner Clark made a motion, second by Commissioner Baxter to approve Ordinance 2023-52 - Wake County Fire Reimbursement for Turnout Gear. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Baxter to approve Ordinance 2023-53 - FY '23 Governor's Highway Safety Program Grant Appropriation. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Baxter to approve Resolution 2023-32 - FY '24 Governor's Highway Safety Program Grant Application. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Baxter to approve Ordinance 2023-51 - Community Center HVAC Replacement Budget Amendment. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Baxter to approve Ordinances 2023-49 and 2023-50 - Beaverdam Greenway Project Closeout. There was no discussion and the motion passed unanimously.

WEST HORTON STREET DRAINAGE PROJECT PROFESSIONAL SERVICES AGREEMENT

Joe Moore gave information about the statute for awarding professional service contracts.

Chris Ray stated a request for qualifications was performed for the project. The Town received five proposals and gave details of the selection process. The Consultant Selection Committee decided Kimley-Horn and Associates, Inc. was the most qualified. Staff recommended the Board

approve the agreement for Professional Services contract with Kimley-Horn and Associates, Inc. in the amount of \$384,500 plus an allowance of \$500.00 for eligible reimbursable expenses.

Commissioner Baxter asked for an explanation of the public and stakeholder engagement. Chris Ray stated there would be three meetings with multiple engineers in the downtown area for people to view the diagrams and ask questions.

There was a question about scoring the engineering firms. Chris Ray explained the scores were based upon the qualifications, experience and previous projects.

Commissioner Baxter made a motion, second by Commissioner Harrison to approve the West Horton Street Drainage Project Professional Services Agreement. There was no discussion and the motion passed unanimously.

FISCAL YEAR 2024 BUDGET - ORDINANCE 2023-48

Joe Moore stated at the regular meeting on June 5, 2023 the Board tabled a decision on the FY 2024 Budget Ordinance until June 15, 2023.

The Board may adopt the Budget Ordinance as submitted, modify the Budget Ordinance or table the discussion until a meeting on or before June 30.

Commissioner Baxter thanked staff for all of their hard work on the budget and requested the reorganization of Town Hall be removed from the budget. Commissioner Loucks stated renovations would need to be done eventually but suggested the EMS building be temporarily used to house the Economic Development Department. Commissioner Clark had concerns about moving the Economic Development employees away from the Planning and Finance Departments.

Joe Moore explained the difference between the requested capital budget and recommended capital budget for the facility.

There was discussion about using an intern to do the building design work versus a professional. Joe Moore works with the College of Design at NC State and offered feedback about their concerns using college students to do design work undercutting the professional market.

Commissioner Baxter suggested keeping the IT Director and removing the IT Specialist from the budget. Commissioner Clark expressed concerns about removing the IT Specialist position. There was discussion about hiring an IT Specialist in the middle of the year.

Commissioner Miles stated he wanted to add the Equipment Operator I position to the budget and Commissioner Baxter had concerns about not having a plan reviewer position.

Commissioner Harrison wanted to see the positions that were open filled first then see if the Equipment Operator I and Planner were needed.

Joe Moore explained the Engineer would be doing plan review.

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June 15, 2023

Lisa Markland provided an update about the vacant Public Works' positions.

Commissioner Baxter stated the open positions needed to be filled.

Joe Moore stated the engineer was not funded for the full year and gave a status update on the position.

Commissioner Miles asked about seeing a book of job descriptions before they were advertised. Joe Moore explained staff wanted to ensure the position was funded before a job description was written and spoke about how quickly the Town's needs were changing. It was also unusual for a Board to participate in the development of a job description. At the Board's first budget work session, the Board received general descriptions with the request for new positions.

Lisa Markland stated all the Town's job descriptions were posted on NeoGov. All directors review the job description before a position is advertised.

Commissioner Loucks asked about the salary differences between the Equipment Operator I, II and Crew Leader compared to similar Parks and Recreation positions. Lisa Markland stated she could sit down with Commissioner Loucks to discuss the job descriptions. Commissioner Baxter stated she would like to do that as well.

There was discussion about having a contract agreement with an LLC instead of a person. Eric Vernon stated the agreement allowed a service provider on the job and was a reasonable business objective. Mr. Vernon did not have a concern for the position.

Commissioner Loucks wanted the Board retreat budget reduced to \$50,000 and to see what past retreats cost.

There was discussion about the cell phone reimbursements being too high for employees. Commissioner Loucks stated some cell phone plans were \$25 and was concerned employees were being reimbursed more than they paid for their plan. Commissioner Harrison suggested considering the usage of a personal phone and the wear and tear from using the device.

Commissioner Loucks stated he wanted to keep the Assistant Town Manager in the budget.

There was a question about assessment centers. Joe Moore explained as assessment center would be used to hire the IT Director and would recommend using one to hire the Town Clerk if the position was funded.

Commissioner Baxter stated she spoke to DiAnne Enoch, the President of NCAMC, and the budgeted salary for the Clerk and Board compensation were too low. There was a suggestion to increase the Governing Board's line item by \$23,000 to give \$10,000 to each Commissioner, \$15,000 to the Mayor and \$45,000 to the Clerk with a December 1, 2023 start date. The total would be \$110,000. Commissioner Baxter stated the Clerk's salary should be approximately \$76,000.

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June 15, 2023

Commissioner Harrison had concerns about the Clerk salary being insulting to current employees.

Commissioner Loucks suggested the Clerk be an employee under contract since they reported to the Board.

Joe Moore explained if the Board increased an item, then another item needed to be cut in the same department to find the balance. If it was not balanced, then revenue would need to be moved from another area to create a balanced budget.

Commissioner Baxter stated since IT and Town Clerk duties would be taken off the current HR Director, the HR Technician was not as needed.

Joe Moore spoke about the impact the suggested changes would have on the organization and to understand the workload and unintended consequences of making cuts to positions.

Commissioner Baxter asked to add the National League of Cities (“NLC”) membership along with travel and training for the Board to attend the NLC City Summit in Atlanta. The estimated cost was approximately \$12,500, increasing the budget from \$20,000 to \$32,500.

Joe Moore had concerns about the changes being made on the fly with numerous increases and did not know what was being prioritized. The suggestion was for the Board to capture the savings at the August meeting instead of trying to capture debits and credits at the meeting.

Commissioner Loucks stated the Board could draft a budget resolution showing which items were increased and decreased.

Joe Moore explained the Board may have met individually but this was the first-time staff and citizens were hearing about the changes. When a budget ordinance was adopted, the Board had to note the debits and the credits to be reconciled to make sure the Board was adopting a balanced budget.

Commissioner Baxter asked to add Bee City to the budget for \$1,000 and to increase the Board’s uniform budget.

Commissioner Harrison stated she did not think the uniform budget should be increased from the recommended \$600. Concerns were expressed about the numerous amount of increases for the Governing Body and decreasing the budget for everything else.

Commissioner Clark had concerns about the numerous amount of adjustments made to the recommended budget.

Commissioner Baxter wanted to see how career ladders and compression were addressed for each department and discussed tax increases to make meaningful adjustments to employees’ salaries.

Mayor York stated there would be a 10-minute recess.

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June 15, 2023

The meeting was reconvened at 6:40pm.

Commissioner Loucks said he would summarize all the changes made at the meeting to the budget on a budget spreadsheet. Joe Moore asked to be kept in the loop.

Commissioner Baxter stated she wanted to add the Drug Investigator halfway through the year.

There was discussion about the costs to be added as a member of the Zebulon Chamber of Commerce. Commissioner Loucks stated he would put \$1,000 in the modified budget.

Joe Moore stated if the Board did not adopt the budget, another meeting would need to be scheduled. Lisa Markland explained the soonest a meeting could be scheduled for notification purposes was June 20, 2023.

Commissioner Baxter made a motion, second by Commissioner Miles to call a special called meeting for June 20, 2023 at 5:00pm. There was no discussion and the motion passed unanimously.

Joe Moore asked Commissioner Loucks to share the modifications so he has time to prepare an analysis that can be used for the Board's decision making.

CLOSED SESSION

Mayor York stated the Board needed to go into closed session to “instruct Staff concerning the position to be taken in negotiating the acquisition of real property per GS 143-381.11(a)(5).

Commissioner Baxter made a motion, second by Commissioner Clark to go into closed session. There was no discussion and the motion passed unanimously.

NOTE: In closed session, Commissioner Loucks made a motion, second by Commissioner Miles to come out of closed session. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Miles to give the Town Manager authority to sign the McNabb property contract. There was no discussion and the motion passed unanimously.

Commissioner Harrison made a motion, second my Commissioner Miles to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 7th day of August 2023.

Glenn L. York—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk

Zebulon Board of Commissioners
Special Called Meeting
Minutes
June 20, 2023

Present: Mayor Glenn York, Beverly Clark, Quentin Miles, Shannon Baxter, Jessica Harrison, Larry Loucks, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Stacie Paratore-Deputy Town Clerk, Chris Ray-Public Works, Sheila Long-Parks and Recreation, Bobby Fitts-Finance, Jacqui Boykin-Police, Bob Grossman-Police, Michael Clark-Planning, Sam Slater-Attorney

Mayor York called the meeting to order at 5:00pm.

APPROVAL OF AGENDA

Mayor York asked to amend the agenda to add a closed session at the beginning of the meeting to consult with the Town attorney per GS 143-381.11(a)(3).

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

Commissioner Harrison made a motion, second by Commissioner Clark to go into closed session. There was no discussion and the motion passed unanimously.

NOTE: In closed session, Commissioner Loucks made a motion, second by Commissioner Harrison to come out of closed session. There was no discussion and the motion passed unanimously.

FISCAL YEAR 2024 BUDGET - ORDINANCE 2023-48

Mayor York opened the public comments and asked if anyone wanted to speak.

Mike Weeks stated he was an attorney for 50 years and expressed concerns over the Board's action regarding making changes to the budget after the Public Hearing and that the changes made during deliberations violated North Carolina's open meetings law.

Mayor York asked if anyone else wished to speak. There were none.

Mayor York closed the public comment.

Joe Moore spoke about the statutory requirements for the budget and meetings of public bodies. The budget message and the goals and features of the budget were detailed. Information about the budget development was explained stating the Board's retreats began the process and hearings often ended the process. The budget public hearing on June 5 yielded no comments from the public but after the hearing several new items were introduced into the budget. Mr. Moore explained staff's role in budget development and how the Board and staff were to work in partnership.

Board of Commissioners
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June 20, 2023

The Board's proposed modifications included:

- Increase Board compensation
- Increase Board travel and training expenses
- Increase Board uniforms and clothing account
- Defund occupied position of HR Technician/Deputy Clerk
- Defund IT Specialist position (currently provided through contract)
- Pursue Town designation as Bee City USA.
- Join the National League of Cities organization
- Sponsor Zebulon Chamber of Commerce
- Reduce Board Retreats
- Budget a Drug Investigator position
- Budget an additional Equipment Operator position
- Reduce work cell-phone reimbursement to employees

The FY'24 budget included an increase to Board compensation for the Mayor at \$14,000/year and Commissioners to \$8,000/year. The FY'24 modified budget showed an increase to \$15,000 for the Mayor and \$10,000 for Commissioners with a shortfall of \$11,000. Other Board's compensation in Zebulon's labor shed were shown.

Mr. Moore showed the travel and training recommended budget and the new modified budget for the Board's travel and training expense account explaining there would be a \$23,500 shortfall. It was shown how changes could be made at a line-item level to keep the budget balanced, but funds would need to be increased to accommodate such a large increase. The Board increased their travel and training to include a \$1,000 National League of Cities membership which created a \$24,500 shortfall.

The FY '24 recommended budget included six local day long mini retreats for \$21,000 in the governing Board budget. The budget developed by Commissioner Loucks decreased the budget by \$25,000 from the administrative budget eliminating the retreats and increasing the shortfall to \$28,500.

The FY '24 recommended budget included \$600 for uniforms and it was modified by the Board to include an additional \$500.

Joe Moore explained staff recommended a sustainability assessment that could be performed by an NC State student. The assessment would show how the Bee City USA membership fit into the Town's sustainability goals and the work required to be a full member of Bee City USA. A resolution to join the Bee City USA program could be passed at a Board's regular meeting. The recommendation was to wait until the sustainability assessment was completed.

It was explained no change was necessary to join the Zebulon Chamber of Commerce and the funds could be taken from the strategic plan grants line item. State law had changed about giving money to non-profits, and staff recommended the Board revise their grant policy.

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June 20, 2023

Commissioner Loucks stated he added the Chamber of Commerce dues as a line item in the budget he modified as well as reduced the retreats in the administration line item. It was explained retreats were budgeted in the Governing Board not Administration.

Joe Moore spoke about budget adjustment options and creating a line item. Staff could provide itemized details on what was spent for retreats.

Another item in the modified budget showed defunding the currently occupied HR Technician/Deputy Town Clerk position. It was stated that the current HR workload exceeded the capacity freed up by the IT Director and Town Clerk. The new positions would help to expedite HR processes, allow tangible progress on backburner projects and allow the Town to start on more advanced training. The hours the HR Director and HR Assistant spent on IT, Clerk, meetings and HR work for May were detailed on a graph. There was discussion about areas HR would be able to expand upon in FY '24 once the IT Director and Town Clerk were hired.

Lisa Markland provided details about how the HR department could expand their recruitment efforts.

The Board's modified budget included defunding the currently vacant IT Specialist position. Mr. Moore stated the position was currently filled by a contractor and spoke about the need for an IT Specialist. The IT Director could evaluate the need for an IT Specialist once they were hired.

There was a request in the modified budget to add an Equipment Operator I and Drug Investigator. Mr. Moore recommended the Board wait on both positions and explained why. Hiring an Operations Manager would give some capacity in the Public Works Department and an Equipment Operator I position would not be needed at this time. It was also detailed how a Drug Investigator was not needed since a Special Operations Sergeant would help with gang and drug intervention.

Commissioner Loucks asked if the Town would continue to hire a third-party administrator to perform the insurance assessment. Mr. Moore spoke about the expertise and service they provided and how they were able to negotiate on the Town's behalf to receive aggressive insurance rates. The Board would have a presentation at their August work session about the possibility of self-insurance.

Mayor York stated there would be a 10-minute recess.

The meeting was reconvened at 6:58pm.

Staff recommended the Board approve Ordinance 2023-24 as recommended and evaluate rollover savings in August to fund the Board's travel and training and uniforms. The Board would evaluate cell phone options and the Strategic Plan Grant policy at the August work session. In the second quarterly reports the Board would be provided feedback about the need for a Drug Investigator and Equipment Operator I. The sustainability assessment would be provided later in the year and the Board could assess the Bee City membership at that time.

Board of Commissioners
Minutes
June 20, 2023

Commissioner Baxter stated there was a lot of discussion about line items in the budget and wanted to approve the budget and meet in July to discuss some budget amendments.

Commissioner Harrison also wanted to have more discussions about the budget items and recommended waiting until August to know exactly what was available.

Joe Moore explained there would be more savings than from just uniforms and travel and training for the Board to review.

Commissioner Loucks stated the Board's most important job was reviewing the budget and encouraged citizens to reach out to the Board with questions.

Commissioner Baxter wanted an understanding of what other communities were doing and learn from their successes and failures and stated attending conferences outside of North Carolina could aid in that.

There was consensus among the Board to review the savings from rollover funds in August. Joe Moore stated the rollover numbers would be presented at the August regular meeting.

Commissioner Harrison made a motion, second by Commissioner Clark to approve Ordinance 2023-48.

Commissioner Baxter stated she appreciated staff's work and did not agree with all items in the budget but was looking forward to having more discussion at the August meeting.

Mayor York stated taking from one area and giving to another sent a mixed message to the community. Staff was doing a lot of various duties and not compensated for all the work they did. Mayor York asked the Board to take all of that into consideration when discussing the budget adjustments.

Commissioner Miles thanked staff for their work on the budget.

There was no further discussion and the motion passed unanimously.

Commissioner Loucks made a motion, second my Commissioner Baxter to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 7th day of August 2023.

Glenn L. York—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk



Board of Commissioners
P.O. Box 550 • Raleigh, NC 27602

TEL 919 856 6180
FAX 919 856 5699

SHINICA THOMAS, CHAIR
SUSAN EVANS, VICE-CHAIR
VICKIE ADAMSON
MATT CALABRIA
DON MIAL
CHERYL STALLINGS
JAMES WEST

June 6, 2023

Ms. Lisa Markland
Town Clerk
Town of Zebulon
1003 North Arendell Avenue
Zebulon, North Carolina 27597

Dear Ms. Markland:

The Wake County Board of Commissioners, in regular session on June 5, 2023, approved and accepted the enclosed tax report for the Town of Zebulon.

The attached adopted actions are submitted for your review; no local board action is required.

Sincerely,

A handwritten signature in black ink, appearing to read "Yvonne Gilyard".

Yvonne Gilyard
Clerk to the Board

Wake County Board of Commissioners

Enclosure(s)



Wake County Tax Administration

Rebate Details

04/01/2023 - 04/30/2023

ZEBULON

DATE

05/18/2023

TIME

11:47:58 AM

PAGE

1

REBATE NUMBER	PROPERTY	CITY TAG	LATE LIST	BILLED INTEREST	TOTAL REBATED	PROCESS DATE	ACCOUNT NUMBER	TAX YEAR	YEAR FOR	BILLING TYPE	OWNER
INDIVIDUAL PROPERTY ACCOUNTS											
843938	62.10	0.00	6.21	0.00	68.31	04/11/2023	0006954908	2022	2022	000000	EVANS, DAJA SHADAY
SUBTOTALS FOR INDIVIDUAL PROPERTY ACCOUNTS											
	62.10	0.00	6.21	0.00	68.31		1	Properties Rebated			
TOTAL REBATED FOR ZEBULON											
	62.10	0.00	6.21	0.00	68.31		1	Properties Rebated for City			



Wake County Tax Administration

Rebate Details

04/01/2023 - 04/30/2023

ZEBULON

DATE

05/18/2023

TIME

11:47:58 AM

PAGE

1

REBATE NUMBER	PROPERTY	CITY TAG	LATE LIST	BILLED INTEREST	TOTAL REBATED	PROCESS DATE	ACCOUNT NUMBER	TAX YEAR	YEAR FOR	BILLING TYPE	OWNER
Grand Total:	5,897.28	415.00	314.16	0.00	6,626.44				52	Properties Rebated for All Cities	



Board of Commissioners
P.O. Box 550 • Raleigh, NC 27602

TEL 919 856 6180
FAX 919 856 5699

SHINICA THOMAS, CHAIR
SUSAN EVANS, VICE-CHAIR
VICKIE ADAMSON
MATT CALABRIA
DON MIAL
CHERYL STALLINGS
JAMES WEST

July 11, 2023

Ms. Lisa Markland
Town Clerk
Town of Zebulon
1003 North Arendell Avenue
Zebulon, North Carolina 27597

Dear Ms. Markland:

The Wake County Board of Commissioners, in regular session on July 10, 2023, approved and accepted the enclosed tax report for the Town of Zebulon.

The attached adopted actions are submitted for your review; no local board action is required.

Sincerely,

A handwritten signature in black ink that reads "Yvonne Gilyard".

Yvonne Gilyard
Clerk to the Board
Wake County Board of Commissioners

Enclosure(s)



Wake County Tax Administration

Rebate Details

05/01/2023 - 05/31/2023

ZEBULON

DATE

06/01/2023

TIME

5:15:44 PM

PAGE

1

REBATE NUMBER	PROPERTY	CITY TAG	LATE LIST	BILLED INTEREST	TOTAL REBATED	PROCESS DATE	ACCOUNT NUMBER	TAX YEAR	YEAR FOR	BILLING TYPE	OWNER
INDIVIDUAL PROPERTY ACCOUNTS											
847184	2.88	0.00	0.29	0.00	3.17	05/17/2023	0006865508	2022	2022	000000	HOUSING AUTHORITY COUNTY OF WAKE
847821	7.70	0.00	0.77	0.00	8.47	05/24/2023	0006863065	2021	2021	000000	DUKE ENERGY BUSINESS SERVICES LLC
847820	8.80	0.00	0.88	0.00	9.68	05/24/2023	0006863065	2020	2020	000000	DUKE ENERGY BUSINESS SERVICES LLC
847189	27.42	0.00	2.74	0.00	30.16	05/17/2023	0006956331	2022	2022	000000	HOUSING, AUTHORITY COUNTY-WAKE
847819	10.66	0.00	1.07	0.00	11.73	05/24/2023	0006863065	2019	2019	000000	DUKE ENERGY BUSINESS SERVICES LLC
SUBTOTALS FOR INDIVIDUAL PROPERTY ACCOUNTS	57.46	0.00	5.75	0.00	63.21		5	Properties Rebated			
TOTAL REBATED FOR ZEBULON	57.46	0.00	5.75	0.00	63.21		5	Properties Rebated for City			



Wake County Tax Administration

Rebate Details

05/01/2023 - 05/31/2023

ZEBULON

DATE

06/01/2023

TIME

5:15:44 PM

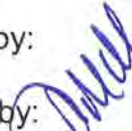
PAGE

1

REBATE NUMBER	PROPERTY	CITY TAG	LATE LIST	BILLED INTEREST	TOTAL REBATED	PROCESS DATE	ACCOUNT NUMBER	TAX YEAR	BILLING FOR	OWNER TYPE
Grand Total:	26,600.74	1,190.00	302.68	0.00	28,093.42			97	Properties	Rebated for All Cities

STAFF REPORT
ORDINANCE 2024-04
UNITED ARTS COUNCIL GRANT
AUGUST 7, 2023

Topic: Ordinance 2024-04 – United Arts Council Grant

Speaker: Sheila Long (if pulled from Consent)
From: Bobby Fitts, Finance Director
Prepared by: Bobby Fitts, Finance Director,
Sheila Long, Parks & Recreation Director
Approved by:  Joseph M. Moore II, PE, Town Manager

Executive Summary:

The dedication of a United Arts grant towards the funding of Special Events.

Background:

The United Arts Council awarded the Town a grant of \$5,000 to support cultural arts opportunities in FY 2024. Awarded funds are authorized by the United Arts Council for live music performances at the Rock the Block downtown concert series.

Discussion:

The Board of Commissioners must recognize grant funding through a Budget Adjustment in order to dedicate those funds toward a particular program. Adoption of the attached ordinance will dedicate funds toward Special Events.

Policy Analysis:

This event is consistent with the goals of the *Vibrant Downtown* and *Small-Town Life* Focus Areas of the *Zebulon 2030* Strategic Plan. The event specifically addresses a recommendation of the *Play Zebulon* Parks and Recreation Master Plan, "Offer comprehensive services through programs, events, facilities, marketing, partnerships, and community engagement".

NCGS 159-15, as part of The Local Government Budget and Fiscal Control Act, allows amendments to the budget ordinance with Board approval.

Staff Recommendation:

Staff recommends approval of Ordinance 2024-04.

Attachments:

1. Ordinance 2024-04

ORDINANCE 2024-04

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund budget as follows:

	INCREASE	DECREASE
REVENUES		
United Arts Council Grant	\$5,000.00	
EXPENDITURES		
Parks & Recreation—Special Events	\$5,000.00	

Section 2. Copies of this amendment shall be furnished to the Town Clerk, and to the Budget Officer, and to the Finance Officer for their direction.

Adopted: August 7, 2023

Effective: August 7, 2023


Glenn L York - Mayor

ATTEST:

Lisa M. Markland, CMC - Town Clerk

STAFF REPORT
RESOLUTION 2024 – 01
FY 2024 LEASE PURCHASE AWARD - KNUCKLEBOOM
AUGUST 7, 2023

Topic: Resolution 2024 - 01 – Lease Purchase Award (Knuckleboom)

From: Bobby Fitts, Finance Director
Prepared by: Bobby Fitts, Finance Director
Chris Ray, Public Works Director
Approved by:  Joseph M. Moore II, PE, Town Manager

Executive Summary:

The Board of Commissioners will consider financing for a heavy equipment purchase.

Background:

The purchase of a knuckleboom was approved with adoption of the FY 2024 Budget. Staff solicited proposals from lenders to finance the acquisitions through an installment-purchase agreement with a 6-year term (7 annual payments with first payment in advance). Requests for Proposals were sent to 24 lending institutions on July 5, 2023. Proposals were due by 11:00AM on Friday, July 21, 2023. U.S. Bancorp Government Leasing & Finance, Inc. was the only bid submitted.

Discussion:

The discussion before the Board is whether to approve the attached resolution recommending U.S. Bancorp Governmental Leasing & Finance, Inc. as the lender on the purchase of the equipment.

Policy Analysis:

Local governments are authorized to purchase real or personal property by installment contracts (NCGS 160A-20). This purchase is consistent with the FY '24 Budget Ordinance.

Financial Analysis:

The following table summarized the rates, fees and total costs received by each lending institution (the single proposal is with budgeted amounts):

Company	Rate	Fees	Total Cost
U.S. Bankcorp Government Leasing & Finance, Inc.	5.92%	\$375.00	\$254,262.09

Staff Recommendation:

Staff recommends approval of U.S. Bancorp Government Leasing & Finance, Inc. for this lease purchase project through adoption of Resolution 2024-01

Attachments:

- 1. Resolution 2024-01

RESOLUTION 2024-01
AWARDING LEASE PURCHASE TO U.S. BANCORP
GOVERNMENT LEASING AND FINANCE, INC.

WHEREAS, The Town of Zebulon ("Borrower") has previously determined to undertake a project for the financing of various equipment (the "Project"), and the Finance Officer has presented a proposal for the financing of such Project; and

WHEREAS, the Town has received multiple bids,

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Town of Zebulon, as follows:

1. The Borrower hereby determines to finance the Project through U.S. Bancorp Government Leasing and Finance Inc. ("Lender"), in accordance with the proposal dated July 17, 2023. The amount financed shall not exceed \$215,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 5.92%, and the financing term shall not exceed six (6) years from closing.
2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the Borrower are hereby authorized and directed to execute and deliver Financing Documents, and to take all such further action as they may consider necessary and desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.
3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Borrower officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.
4. The Borrower shall not take, or omit to take any action, in which its interest payments on this financing become includable in the gross income for federal income tax purposes of the Lender. The Borrower hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of the Internal Revenue Code Section 265(b)(3).

5. The Borrower intends that the adoption of this resolution will be a declaration of the Borrower's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the Lender financing described above. The Borrower intends that funds that have been advanced, or that may be advanced, from the Borrower's general fund, or any other Borrower fund related to the project, for project costs may be reimbursed from the financing proceeds.
6. All prior actions of the Borrower officers in furtherance of the purposes of this resolution are hereby ratified, approved, and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Adopted this 7th day of August 2023 by the Board of Commissioners of the Town of Zebulon.


Glenn L. York – Mayor

SEAL

Lisa M. Markland, CMC – Town Clerk

STAFF REPORT
RESOLUTION 2024 – 02
REIMBURSEMENT RESOLUTION – FINANCING OF
KNUCKLEBOOM
AUGUST 7, 2023

**Topic: Resolution 2024 - 02 – Reimbursement Resolution – Financing of
Knuckleboom**

From: Bobby Fitts, Finance Director
Prepared by: Bobby Fitts, Finance Director
Chris Ray, Public Works Director
Approved by:  Joseph M. Moore II, PE, Town Manager

Executive Summary:

The Board of Commissioners will consider financing for a heavy equipment purchase.

Background:

With the adoption of the FY 2024 budget, funds have been budgeted for purchase of a Knuckleboom with the intent to purchase these through a seven-year financing agreement.

There is the possibility to purchase this piece of equipment before financing is in place by declaring the Town's intent to finance the purchase of the equipment. The time to process financing in a time when stock availability is low, results in purchases taking $\frac{3}{4}$ of a year.

Discussion:

Adoption of Resolution 2024-02 officially declares the Town's intent to finance and purchase a knuckleboom with debt proceeds with the intent to reimburse itself with said proceeds of the debt for expenditures incurred by it prior to the financing of the purchases.

Policy Analysis:

NC General Statute 160A-20 allows a local government to purchase, finance or refinance the purchase of real or personal property by installment contracts that create in some or all of the property purchased a security interest to secure payment of the purchase price.

Staff Recommendation:

Staff recommends approval of Resolution 2024-02.

Attachments:

1. Resolution 2024-02

RESOLUTION 2024 – 02

**DECLARATION OF THE BOARD OF COMMISSIONERS OF THE TOWN OF
ZEBULON OF OFFICIAL INTENT TO REIMBURSE**

WHEREAS, this declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury regulations Section 1.103-18 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section; and

WHEREAS, the undersigned is authorized to declare the official intent of the Town of Zebulon (the "Town") with respect to the matters contained herein.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Town of Zebulon that:

1. **Expenditures to be incurred.** The Town anticipates incurring expenditures (the "Expenditures") for purchase of a Knuckleboom.
2. **Plan of Finance.** The Town intends to finance the cost of the Projects described above with the proceeds of debt to be incurred by the Town in accordance with the contract method of financing under the authority of North Carolina General Statutes Section 160A-20 as amended by Chapter 708 of the 1989 Session Laws.
3. **Maximum amount to be financed.** The maximum amount to be financed by the Town to complete the Projects is \$215,000.
4. **Declaration of Official Intent to Reimburse.** The Town hereby declares its official intent to reimburse itself with the proceeds of the debt for any of the Expenditures incurred by it prior to financing of the Projects.

Adopted this 7th day of August 2023.

ATTEST:

Glenn L. York - Mayor

Lisa M. Markland, CMC - Town Clerk

STAFF REPORT
RESOLUTION 2024-03
BOARD COMPENSATION
AUGUST 7, 2023

Topic: Resolution 2024-03 - Board Compensation

Speaker: Joseph M. Moore II, PE, Town Manager (if pulled from Consent)

From: Joseph M. Moore II, PE, Town Manager

Prepared by: Joseph M. Moore II, PE, Town Manager

Approved by: Joseph M. Moore II, PE, Town Manager

Executive Summary:

The Board of Commissioners will consider authorizing compensation amounts for service as Mayor and Commissioners.

Background:

At their April Work Session, the Board expressed interest in increasing their compensation to \$8,000 for Commissioner and \$14,000 for Mayor. The FY '24 Budget adopted by the Board included funding for their increases.

Discussion:

Resolution 2024-03 codifies the compensation amounts for service as Mayor and Commissioners.

Policy Analysis:

Adoption of the Resolution establishes policy on Board compensation.

Financial Analysis:

Revenue has already been included in the Budget.

Staff Recommendation:

No recommendation on Board compensation.

Attachment(s):

1. Resolution 2024-03

RESOLUTION 2024-03
BOARD OF COMMISSIONERS COMPENSATION

WHEREAS, during the budget process the Board of Commissioners has the ability to set their compensation;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Town of Zebulon that the following compensation is established for fiscal year 2024:

Mayor	\$14,000 per year
Commissioners	\$ 8,000 per year

Adopted the 7th day of August 2023


Glenn L. York—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk

STAFF REPORT
FIRE CONTRACT AMENDMENT
WITH WAKE COUNTY
AUGUST 7, 2023

Topic: Fire Contract Amendment with Wake County

Speaker: Chris Perry, Fire Chief (if removed from Consent Agenda)
From: Chris Perry, Fire Chief
Prepared by: Chris Perry, Fire Chief
Approved by:  Joseph M. Moore, II, PE, Town Manager

Executive Summary:

Consideration of approval of the contract amendment for fire services with Wake County.

Background:

Since 2000, the Town of Zebulon has contracted with Wake County to provide fire services to the unincorporated areas around the corporate limits of Zebulon. The contract includes provision of fire and medical first responder services.

The current agreement for fire protection services expires June 30, 2025. This amendment was initiated by County staff to outline two contract changes:

- 1) To specify the amount of funding provided for this fiscal year, as related to the contract, which was recommended during the County's financial audit, and,
- 2) To include language related to the County's acquisition of body armor and its use for all contracting fire departments.

Discussion:

Adopting the contract specifies the amount of Wake County's cost share for Zebulon to provide fire and medical first responder services, and their provision of body armor.

Fiscal Analysis:

Through this contract, Wake County shares costs of operational and capital fire expenses, per the established cost share formula. For FY24, Wake County's cost share is proposed at 36.95%, based upon the funding methodology, which is the same formula as utilized in the past years. Approval of this contract continues our cost-share arrangement. Non-approval of the contract results in the Town bearing sole responsibility for financing fire protection, including both the operational and capital costs. Wake County total funding towards fire protection for FY24 is anticipated at \$1.2 million.

Policy Analysis:

N.C.G.S. 153A-233 authorizes counties to contract for firefighting or prevention services with cities or other units of local government, and further authorizes appropriation of funds not otherwise limited by law. Wake County contracts with us to provide fire protection in the unincorporated areas around Zebulon. Non-approval of this contract would necessitate that Wake County contract with another service provider to serve this area. This amendment does not change our current service delivery model, it is more administrative in nature.

Staff Recommendation:

Staff recommends approval of attached contract.

Attachments:

1. Proposed Fire Protection Contract Amendment

FIRST AMENDMENT
to
FY 2023 – FY2025
MUNICIPAL FIRE PROTECTION AGREEMENT

TOWN OF ZEBULON

This **FIRST AMENDMENT** made and entered into the 3rd day of July 2023, by and between the County of Wake, a body politic and corporate of the State of North Carolina, hereinafter referred to as “**COUNTY**” and Town of Zebulon hereinafter referred to as “**TOWN**”.

WITNESSETH:

WHEREAS, the **COUNTY** and **TOWN** have an existing Fire Protection Agreement specifying services, terms and conditions under which the **TOWN** provides fire services to the **COUNTY** (“**Agreement**”); and,

WHEREAS, the term of said Agreement is July 1, 2022 through June 30, 2025; and

WHEREAS, The **COUNTY** desires to amend the Agreement to add funds approved in the FY24 adopted budget for the provision of Fire Services under the Agreement; and,

WHEREAS, The **COUNTY** desires to amend the Agreement to add terms related to Body Armor to be provide by the **COUNTY** for the safety of the **TOWN**;

WHEREAS, the **TOWN** has accepted these amended terms and is desirous of a continued relationship with the **COUNTY** to provide fire services.

NOW, THEREFORE, for and in consideration of the premises and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, **COUNTY** and **TOWN** amend the Agreement as follows:

1. *Recitals/Capitalized Terms.* The foregoing recitals are made a part of this Amendment and are incorporated herein by reference. Capitalized terms used in this Amendment and not otherwise defined shall have the meanings ascribed to such terms in the Agreement.

2. *Specific Amendments.* The Agreement is hereby amended as follows:

(a) *Additional FY 24 Funds.* Section 2 of the Agreement is amended to add the following paragraph:

FISCAL YEAR 2024. The approved total department operating appropriation in the Wake County FY 24 adopted budget for the DEPARTMENT is NINE HUNDRED NINETY-FIVE THOUSAND, NINE HUNDRED SEVENTY DOLLARS and ZERO CENTS (\$995,970.00), which shall be the maximum payable to the Department for FY 24, with no minimum amount due in the event of early termination.

(b) *Body Armor.* Section 20 of the Agreement is amended to add the following section:

20.21. BODY ARMOR: The COUNTY shall provide Body Armor to the Department for personal safety and protection. DEPARTMENT agrees to follow the minimum standard for use and care of body armor attached as Appendix A to this Amendment and incorporated herein by reference. For the purpose of this Section, Body Armor is defined as an item of personal protective equipment that provides protection against specific ballistic threats within its coverage area. 20.13 of the Agreement shall apply to disposal of Body Armor.

3. *Affirmation of Agreement Terms.* Except to the extent herein revised, modified or amended, all terms, conditions and provisions of the Agreement are hereby affirmed and ratified in all respects, and shall remain in full force and effect.

4. *Counterparts.* This Amendment may be executed in any number of counterparts and all so executed shall constitute one agreement binding on the Parties, notwithstanding that not all Parties have signed the same counterpart.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the day and year first above written.

THE COUNTY OF WAKE

By: _____ **Date:** _____

Title: _____

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE DIRECTOR

The person responsible for monitoring contract performance requirements is:

Joe Vindigni _____ **Department Head Initials**

TOWN OF ZEBULON

By: _____ **Date:** _____

Title: Joseph M. Moore, II – Town Manager

STAFF REPORT
ORDINANCE 2024-05
0 WEAVERS POND DRIVE
ANNEXATION REQUEST
AUGUST 7, 2023

Topic: Ordinance 2024-05 - Wall Purdy Tract
Annexation
Speaker: Adam Culpepper, Senior Planner
From: Michael J. Clark, AICP, CZO, Planning Director
Prepared by: Adam Culpepper, Senior Planner
Approved by: Joseph M. Moore II, PE, Town Manager

Executive Summary:

The Board of Commissioners will consider the voluntary annexation petition received for the 43.61 acres parcel of land at 0 Weavers Pond Road (PIN 1797701367). This is a legislative case and is associated with the Conditional Rezoning Request for the "Weavers Pointe" residential subdivision.

Background:

The governing board of any municipality may annex areas contiguous to its boundaries upon presentation of a petition signed by the owners of all the real property located within such area (NCGS §160A-31). The Town has certified the annexation request for sufficiency prior to the Public Hearing (See Attachment 2).

The Board of Commissioners held a public hearing at the May 1, 2023, meeting and voted to table the decision, at the request of the petitioner, to August 7, 2023, to allow time to address the Board's concerns regarding the accompanying rezoning request.

Discussion:

The discussion before the Board of Commissioners is whether to annex the subject property into the Town of Zebulon Corporate Limits.

Unified Development Ordinance Section 2.2.2.G provides standards for the Board to consider when rendering a decision. These are as follows:

1. The annexation petition bears the signatures of all landowners within the area to be annexed;
2. The area to be annexed can be adequately served by the same municipal services provided within the Town's primary corporate limits;
3. The debt obligations from serving the subject lands do not exceed the anticipated revenues to the Town; and
4. The public health, safety, and welfare of Town residents and the residents of the lands proposed for annexation will be best served by the annexation.

Policy Analysis:

This annexation petition is consistent with the Comprehensive Plan requiring annexation of properties requesting water and sewer services to the site.

The property is located immediately adjacent to the Town of Zebulon's Corporate Limits, meaning its annexation is keeping with the Growth management Policies of the Comprehensive Plan.

STAFF REPORT
ORDINANCE 2024-05
0 WEAVERS POND DRIVE
ANNEXATION REQUEST
AUGUST 7, 2023

Financial Analysis:

The Town will increase property tax revenue by approximately \$3,770 for annexing the parcel in its current state. The applicant is requesting rezoning the property to R4-C. If approved, the rezoning will allow the applicant to develop 87 single-family detached homes estimated to increase annual property tax revenue to \$108,000.

The subject property is contiguous to the Town's corporate boundaries, within the Fire service boundary, and outside the current service boundary for Public Works, Police, and Code Enforcement. Extended Public Works' services include residential trash and recycling, streetlight electricity, and street maintenance. Police services increase an officer for every 150 homes.

Staff Recommendation:

Staff recommends acceptance of public comment. Furthermore, staff recommends approval of Ordinance 2024-06 for the annexation as it is consistent with Comprehensive Plan policies, and meets the standards of Section 2.2.2.G of the UDO.

Board Options:

1. Approve Annexation: Only if the Board intends to approve the related conditional zoning request.
 - a. Effective upon adoption of Ordinance
 - b. Effective on June 30, 2024, after adoption of Ordinance
 - c. Effective on June 30, 2025, after adoption of Ordinance
2. Additional Consideration: Only if the Board intends to table the related conditional zoning request.
 - a. Table to a future date and time
3. Deny Annexation: Only if the Board intends to deny the related conditional zoning request.

Attachments:

1. Application
2. Certificate of Sufficiency
3. Boundary Survey
4. Aerial Map
5. Zoning Map
6. ETJ Map
7. Land Use Map
8. Site Pictures
9. Public Hearing Notice
10. 150' Radius of Notified by Mailed Property Owners
11. NCGS 160A-31
12. Ordinance 2024-05



APPLICATION FOR ANNEXATION

PART 1. DESCRIPTION OF REQUEST/PROPERTY		
Street Address of the Property: 0 Weavers Pond Drive	Total Acreage: 43.61	
Parcel Identification Number (NC PIN): Please include all 1797701367	Deed Book: 014676	Deed Page(s): 00016
Name of Project (if Applicable) Wall Purdy Rezoning	Current Zoning of the Property: R40W (Wake County)	
Existing Use of the Property: vacant	Proposed Use of the Property: single family residential community with R4-C zoning	
Reason for Annexation Annexation is required as part of rezoning request as parcel is located outside of the Town's current planning jurisdiction		

PART 2. APPLICANT/AGENT INFORMATION		
Name of Applicant/Agent: Weaver's Pond Development Company, LLC		
Street Address of Applicant/Agent: 4020 Wake Forest Road, Suite 102F		
City: Raleigh	State: NC	Zip Code: 27609-5221
Email of Applicant/Agent: jbarron@morningstarlawgroup.com	Telephone Number of Applicant/Agent: 919-590-0371	Fax Number of Applicant/Agent:
Are you the owner of the property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Are you the owner's agent? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Note: If you are not the owner of the property, you <u>must</u> obtain the Owner's consent and signature giving you permission to submit this application.

PART 3. SURVEYOR INFORMATION		
Name of Surveyor: Michael A. Moss, PLS CMP Professional Land Surveyors		
Street Address of Surveyor: 333 S. White St		
City: Wake Forest	State: NC	Zip Code: 27587
Email of Surveyor: mike@cmppls.com	Telephone Number of Property Owner:	Fax Number of Property Owner:
<i>I hereby state that the facts related in this application and any documents submitted herewith are complete, true, correct, and accurate to the best of my knowledge.</i>		
Signature of Surveyor <i>Michael A. Moss</i>	Print Name: Michael A. Moss	Date: 7-20-22



APPLICATION FOR ANNEXATION

PART 4. PROPERTY OWNER INFORMATION

To the Board of Commissioners of the Town of Zebulon, North Carolina:

- 1. We, the undersigned owners of real property, respectfully request that the area described in Part 4 be annexed to the Town of Zebulon, Wake County, North Carolina.
2. The area to be annexed is [checked] contiguous, [] non-contiguous (satellite) to the Town of Zebulon, North Carolina and the boundaries are as contained in the metes and bounds description attached hereto.
3. If contiguous, this annexation will include all intervening rights-of-way for streets, railroads and other areas as stated in G.S. 160A-31(f), unless otherwise stated in the annexation amendment.
4. I/We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A385.1 or G.S. 153A-344.1 must be declared and identified on this petition. I/We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

All individual owners must sign. (If additional signatures are necessary, please attach an additional sheet.)

I hereby state that the facts related in this application and any documents submitted herewith are complete, true, correct, and accurate to the best of my knowledge.

Table with 3 columns: Signature of Owner, Print Name, Date. Contains signatures and names for Wall Purdy Family LLC, Philip Randolph Isley, and Elizabeth Isley Riley, with dates of 7/27/2022.

STATE OF North Carolina
COUNTY OF Wake

Sworn and subscribed before me, Hayden B. Tompkins, a Notary Public for the above State and County, this the 27th day of July, 2022.

Signature of Hayden B. Tompkins, Notary Public

SEAL



4/11/2023
My Commission Expires:



APPLICATION FOR ANNEXATION

PART 4. PROPERTY OWNER INFORMATION

To the Board of Commissioners of the Town of Zebulon, North Carolina:

- 1. We, the undersigned owners of real property, respectfully request that the area described in Part 4 be annexed to the Town of Zebulon, Wake County, North Carolina.
2. The area to be annexed is [checked] contiguous, [] non-contiguous (satellite) to the Town of Zebulon, North Carolina and the boundaries are as contained in the metes and bounds description attached hereto.
3. If contiguous, this annexation will include all intervening rights-of-way for streets, railroads and other areas as stated in G.S. 160A-31(f), unless otherwise stated in the annexation amendment.
4. I/We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A385.1 or G.S. 153A-344.1 must be declared and identified on this petition. I/We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

All individual owners must sign. (If additional signatures are necessary, please attach an additional sheet.)

I hereby state that the facts related in this application and any documents submitted herewith are complete, true, correct, and accurate to the best of my knowledge.

Table with 3 columns: Signature of Owner, Print Name, Date. Row 1: Wall Purdy Family LLC, 7.29.2022. Row 2: Philip Randolph Isley. Row 3: Elizabeth Isley Riley.

STATE OF COUNTY OF

Sworn and subscribed before me, a Notary Public for the above State and County, this the day of, 20.

Notary Public

SEAL

My Commission Expires:



APPLICATION FOR ANNEXATION

COMPLETE IF A CORPORATION:

In witness whereof, said corporation has caused this instrument to be executed by its President and attested by its Secretary by order of its Board of Directors, this the ___ day of ___, 20__.

Corporate Name

SEAL

By: Attest: President (Signature)

Secretary (Signature)

STATE OF NORTH CAROLINA COUNTY OF WAKE

Sworn and subscribed before me, ___, a Notary Public for the above State and County, this the ___ day of ___, 20__.

Notary Public

SEAL

My Commission Expires:

COMPLETE IF IN A LIMITED LIABILITY COMPANY

In witness whereof, Wall Purdy Family, LLC a limited liability company, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this the 28 day of July, 2022. Name of Limited Liability Company

By: Phyllis Purdy

Signature of Member/Manager

STATE OF NORTH CAROLINA COUNTY OF WAKE

Sworn and subscribed before me, Misty Gallman, a Notary Public for the above State and County, this the 28 day of July, 2022.

Notary Public

SEAL



My Commission Expires:



APPLICATION FOR ANNEXATION

COMPLETE IF A CORPORATION:

In witness whereof, said corporation has caused this instrument to be executed by its President and attested by its Secretary by order of its Board of Directors, this the ___ day of ___, 20__.

Corporate Name

SEAL

By: Attest: President (Signature)

Secretary (Signature)

STATE OF NORTH CAROLINA
COUNTY OF WAKE

Sworn and subscribed before me, ___, a Notary Public for the above State and County, this the ___ day of ___, 20__.

Notary Public

SEAL

My Commission Expires:

COMPLETE IF IN A LIMITED LIABILITY COMPANY

In witness whereof, ___ a limited liability company, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this the ___ day of ___, 20__. Name of Limited Liability Company

By:

Signature of Member/Manager

STATE OF NORTH CAROLINA
COUNTY OF WAKE

Sworn and subscribed before me, ___, a Notary Public for the above State and County, this the ___ day of ___, 20__.

Notary Public

SEAL

My Commission Expires:



APPLICATION FOR ANNEXATION

COMPLETE IF IN A PARTNERSHIP

In witness whereof, _____, a partnership, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this the _____ day of _____, 20_____.

Name of Partnership

By: Signature of General Partner

STATE OF NORTH CAROLINA
COUNTY OF WAKE

Sworn and subscribed before me, _____, a Notary Public for the above State and County, this the _____ day of _____, 20_____.

Notary Public

SEAL

My Commission Expires:

Legal Description

Metes and Bounds

BEGINNING AT A NEW IRON PIPE AT THE NORTHEAST CORNER OF THE PROPERTY, SAID CORNER BEING S 00°10'44"W A DISTANCE OF 87.35' FROM AN EXISTING IRON BAR WITH GRID COORDINATES OF N(y)= 771,511.41' E(x)= 2,197,644.87'; THENCE S 00°10'44"W A DISTANCE OF 2010.35' TO A BENT EXISTING IRON BAR; THENCE N 88°12'52"W A DISTANCE OF 416.94' TO A NEW IRON PIPE ON THE EASTERN RIGHT-OF-WAY OF WEAVERS POND DRIVE; THENCE N 88°12'52"W A DISTANCE OF 60.00' TO A NEW IRON PIPE ON THE WESTERN RIGHT-OF-WAY OF WEAVERS POND DRIVE; THENCE N 88°12'52"W A DISTANCE OF 644.22' TO A NEW IRON PIPE; THENCE N 00°13'56"W A DISTANCE OF 421.10' TO A NEW IRON PIPE; THENCE N 29°25'35"E A DISTANCE OF 559.05' TO A NEW IRON PIPE; THENCE N 02°35'08"W A DISTANCE OF 555.92' TO A NEW IRON PIPE; THENCE N 01°13'47"W A DISTANCE OF 277.68' TO A NEW IRON PIPE; THENCE N 23°12'17"E A DISTANCE OF 126.59' TO A NEW IRON PIPE; THENCE N 05°21'34"W A DISTANCE OF 130.41' TO A NEW IRON PIPE; THENCE S 88°38'39"E A DISTANCE OF 444.40' TO A NEW IRON PIPE; THENCE S 89°49'16"E A DISTANCE OF 403.01' TO A NEW IRON PIPE; WHICH IS THE POINT OF BEGINNING, CONTAINING AN AREA OF 1,899,564.67 SQUARE FEET, 43.608 ACRES.

CERTIFIED LIST OF OF PROPERTY OWNERS AND HOME OWNERS ASSOCIATIONS

OWNER	ADDR1	ADDR2	ADDR3
KINMANN, KEVIN A KINMANN, ANGELA L	9005 STOCKFIELD LN	ZEBULON NC 27597-6995	
AVERETTE, JAMES R TRUSTEE AVERETTE, LINDA G TRUSTEE	1701 FERRELL MEADOWS DR	ZEBULON NC 27597-9512	
FENDERSON, CHRISTIAN	2129 BLUE IRIS WAY	ZEBULON NC 27597-9270	
BUNN FAMILY IRREVOCABLE TRUST II	313 OLD BATTLE BRIDGE RD	WENDELL NC 27591-9077	
BALCH, DANIEL M BALCH, CATHY A	9000 STOCKFIELD LN	ZEBULON NC 27597-6994	
WALL PURDY FAMILY LLC ISLEY, PHILIP RANDOLPH	JAMES B BLACK III AGENT	3309 FELTON PL	RALEIGH NC 27612-5001
WALL PURDY FAMILY LLC ISLEY, PHILIP RANDOLPH	JAMES B BLACK III AGENT	3309 FELTON PL	RALEIGH NC 27612-5001
MITCHELL, STEPHEN A	CONNIE BRAYBOY	PO BOX 1275	ZEBULON NC 27597-1275
CRABTREE, HEATHER H CRABTREE, MICHAEL D	1809 FERRELL MEADOWS DR	ZEBULON NC 27597-9414	
BUNN, LENA H HEIRS	C/O LILLIAN M BUNN	3800 CAMP MANGUM WYND	RALEIGH NC 27612-5340
MITCHELL, STEPHEN A	CONNIE BRAYBOY	PO BOX 1275	ZEBULON NC 27597-1275
NARRON, CAROLYN B BUNN, JESSIE THOMAS	2870 WYCLIFF RD	RALEIGH NC 27607-3035	
NARRON, CAROLYN B BUNN, JESSIE THOMAS	2870 WYCLIFF RD	RALEIGH NC 27607-3035	
NARRON, CAROLYN B BUNN, JESSIE THOMAS	2870 WYCLIFF RD	RALEIGH NC 27607-3035	
CEESAY, DAM JAW CEESAY, AWA	2140 BLUE IRIS WAY	ZEBULON NC 27597-9270	
MASON, MARK S	1813 FERRELL MEADOWS DR	ZEBULON NC 27597-9414	
WHITLOW, RICHARD K WHITLOW, SUSAN B	9008 STOCKFIELD LN	ZEBULON NC 27597-6994	
JORDAN, ANGELICA JORDAN, CHAVIS	1644 SAGE TREE DR	ZEBULON NC 27597-6083	
AVERETTE, LINDA G TRUSTEE AVERETTE, JAMES R TRUSTEE	1701 FERRELL MEADOWS DR	ZEBULON NC 27597-9512	
LEVINE, DAVID D	6004 ABELIA CT	ZEBULON NC 27597-9719	
BEDOYA, JOSE JOAN	560 YULEE DR	ZEBULON NC 27597	
CRETENS, SHAWN A CRETENS, JACQUELINE A	1805 FERRELL MEADOWS DR	ZEBULON NC 27597-9414	
SHAHEEN, BRANDON R	2824 ZEBULON RD	ZEBULON NC 27597-8164	
DURDIN, MICHAEL S DURDIN, RICHAEAL ESTHER	1821 FERRELL MEADOWS DR	ZEBULON NC 27597-9414	
BURCHETTE, JEFFREY BURCHETTE, HEATHER	1801 FERRELL MEADOWS DR	ZEBULON NC 27597-9414	
JONES, MILTON P TRUSTEE FEGGAN & ALLIE B JONES FAMILY LVNG RVCBLE TRUST	1829 ZEBULON RD	ZEBULON NC 27597-8146	
SCOTT, NATHANIEL LOVELACE-SCOTT, YAKIMA	584 YULEE DR	ZEBULON NC 27597	
SHUSTER, STEVEN M	2156 BLUE IRIS WAY	ZEBULON NC 27597-9270	
GULATI, NIKHIL GULATI, MEENAKSHI	412 SPOKANE WAY	CARY NC 27519-6746	
REAMS, SHERITA WITHERSPOON REAMS, REGINALD L.	2144 BLUE IRIS WAY	ZEBULON NC 27597-9270	
SELLERS, TIARA DENEEN BRYANT, TRAVIS LEE	1653 SAGE TREE DR	ZEBULON NC 27597-6083	
PEREZ-VARGAS, BRAYAN	2712 ZEBULON RD	ZEBULON NC 27597-8162	
BROWN-GARDNER, COFFEE DENNING GARDNER, DAVARUS T	1648 SAGE TREE DR	ZEBULON NC 27597-6083	
ROBINSON, DAVID L III	604 YULEE DR	ZEBULON NC 27597	
WEAVERS POND DEVELOPMENT CO LLC	9407 BARTONS CREEK RD	RALEIGH NC 27615-9707	
WEAVERS POND DEVELOPMENT CO LLC	9407 BARTONS CREEK RD	RALEIGH NC 27615-9707	
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WEAVERS POND DEVELOPMENT CO LLC	9407 BARTONS CREEK RD	RALEIGH NC 27615-9707	
MILES, QUENTIN O TANNER, JOCELIN C	9004 FERRELL RD	ZEBULON NC 27597-8112	
MOODY, WALTER ELWOOD JR LEITCH, JESSICA GRACE	1585 SAGE TREE DR	ZEBULON NC 27597-6082	
JOYNER, KENNETH	6000 ABELIA CT	ZEBULON NC 27597-9719	
BEZERRA, LUCILENE TORRES JAILLET, ZACHARY AARON	937 GOLDEN PLUM LN	ZEBULON NC 27597-9725	
KNOLL, ERICA RUTH, LILLIAN	933 GOLDEN PLUM LN	ZEBULON NC 27597-9725	
OOGA, ISAAC M OOGA, MARY N	913 GOLDEN PLUM LN	ZEBULON NC 27597-9725	
RORIE, BRETТА NICOLE	917 GOLDEN PLUM LN	ZEBULON NC 27597-9725	
MASON, RAQUEL MASON, KENT	1581 SAGE TREE DR	ZEBULON NC 27597-6082	
SINGH, JASJEET SINGH, PREETI	1408 EVERETTE FIELDS RD	MORRISVILLE NC 27660-7172	
NELSON, WESLEY D NELSON, INDIA SPELL	6001 ABELIA CT	ZEBULON NC 27597-9719	
EDWARDS, IESHA EDWARDS, MICHAEL	1600 SAGE TREE DR	ZEBULON NC 27597-6083	
WEAVERS POND DEVELOPMENT CO LLC	9407 BARTONS CREEK RD	RALEIGH NC 27615-9707	
WEAVERS POND DEVELOPMENT CO LLC	9407 BARTONS CREEK RD	RALEIGH NC 27615-9707	
LOVE, RALPH EDWARD JR LOVE, TIA T	901 GOLDEN PLUM LN	ZEBULON NC 27597-9725	
PELZER, VICTORIA	929 GOLDEN PLUM LN	ZEBULON NC 27597-9725	
WEAVERS POND DEVELOPMENT CO LLC	9407 BARTONS CREEK RD	RALEIGH NC 27615-9707	
MCKOY, DAVID KENYATTA	925 GOLDEN PLUM LN	ZEBULON NC 27597-9725	
YOUNG, LOUIS ANTHONY YOUNG, KIMBERLY DEWON	909 GOLDEN PLUM LN	ZEBULON NC 27597-9725	
KILKUSKIE, INELL M STANTON	4176 WEAVERS POND DR	ZEBULON NC 27597-6271	
HALEY, JOSHUA HALEY, RACHEL J	1804 SAGE TREE DR	ZEBULON NC 27597-6083	
RACKLEY, MELANIE	4189 WEAVERS POND DR	ZEBULON NC 27597-6271	
SPELLER, ZACHARY SPELLER, DE VEDA	6028 SILVER SPRUCE WAY	ZEBULON NC 27597-9727	
ESDALE, JOSE ESDALE, FIDELIA	4164 WEAVERS POND DR	ZEBULON NC 27597-6271	
OCHOA TORRES, SUSANA IRENE RAMIREZ TORRES, LUIS ALEXIS	869 GOLDEN PLUM LN	ZEBULON NC 27597-9724	

OSAFO, ALEX	4173 WEAVERS POND DR	ZEBULON NC 27597-6271
HILLS, TASHA CALHOUN	893 GOLDEN PLUM LN	ZEBULON NC 27597-9724
RICHARDSON, CHRYSTAL	885 GOLDEN PLUM LN	ZEBULON NC 27597-9724
GONZALEZ, STEVEN RODRIGUEZ, JENNIFER	5025 SILVER SPRUCE WAY	ZEBULON NC 27597-9727
WILSON, LASHEENA N WILSON, RUFUS H JR	1577 SAGE TREE DR	ZEBULON NC 27597-6082
TUCK, SARAH	921 GOLDEN PLUM LN	ZEBULON NC 27597-9725
MARTINEZ, JOSEPH V JR MARTINEZ, AMANDA L	5028 SILVER SPRUCE WAY	ZEBULON NC 27597-9727
BRYAN, ALICIA	4180 WEAVERS POND DR	ZEBULON NC 27597-6271
NEWKIRK, GENIA LARESE	897 GOLDEN PLUM LN	ZEBULON NC 27597-9724
FIGUEROA, ARMANDO ODOM, KAYLEIGH	905 GOLDEN PLUM LN	ZEBULON NC 27597-9725
WEAVERS POND DEVELOPMENT CO LLC	9407 BARTONS CREEK RD	RALEIGH NC 27615-9707
WEAVERS POND DEVELOPMENT CO LLC	9407 BARTONS CREEK RD	RALEIGH NC 27615-9707
WITHROW, KENNETH W WITHROW, REBECCA	1829 SAGE TREE DR	ZEBULON NC 27597-6083
BANKS, STEPHANIE BANKS, TAVIAN	1616 SAGE TREE DR	ZEBULON NC 27597-6083
DAN RYAN BUILDERS - NORTH CAROLINA LLC	2099 GATHER RD STE 600	ROCKVILLE MD 20850-4018
VIERA, MELANIE G LANGLEY, TEHREL M	1649 SAGE TREE DR	ZEBULON NC 27597-6083
MCCLARY, SHANTELE HAWKINS, TIFFANY	1621 SAGE TREE DR	ZEBULON NC 27597-6083
AL-AWAR, SHADY	1817 FERRELL MEADOWS DR	ZEBULON NC 27597-9414
PARKER-MINCEY, JEREMY	600 YULEE DR	ZEBULON NC 27597
FLORES, DAVID FLORES, PAOLA	4168 WEAVERS POND DR	ZEBULON NC 27597-6271
MADDEN, KAMERON MADDEN, DAVELLE	1836 SAGE TREE DR	ZEBULON NC 27597-6083
ROTHMAN, JENNIFER KUZO	2133 BLUE IRIS WAY	ZEBULON NC 27597-9270
HILL, DIEVA SESSOMS, KELVIN JR	2148 BLUE IRIS WAY	ZEBULON NC 27597-9270
CHAUHAN, RAJAT	412 EUPHORIA CIR	CARY NC 27519-5556
THOMPSON, ASHLEY JOLANE	1825 SAGE TREE DR	ZEBULON NC 27597-6083
LONIE, COURTNEY DUHAMEL, JUSTIN	1809 SAGE TREE DR	ZEBULON NC 27597-6083
CUTTINO, GRACE	1837 SAGE TREE DR	ZEBULON NC 27597-6083
COPPEDGE, TARNISHA	2128 BLUE IRIS WAY	ZEBULON NC 27597-9270
HOSKINSON, CHRISTOPHER MICHAEL HOSKINSON, LAURA	1641 SAGE TREE DR	ZEBULON NC 27597-6083
JONES, ANTHONY JR	5024 SILVER SPRUCE WAY	ZEBULON NC 27597-9727
TOLER, DARRYL KENYETTA TOLER, KYRA UNDERDUE	1628 SAGE TREE DR	ZEBULON NC 27597-6083
BURNS, PRINCE SEAN ANTHO BURNS, SHANA M	1632 SAGE TREE DR	ZEBULON NC 27597-6083
LOPEZ, ALDO ALFREDO TEYTUD DE, SANTIAGO ISAMAR	1613 SAGE TREE DR	ZEBULON NC 27597-6083
MOORE, RON STEVAN MOORE, LEZEL K	1617 SAGE TREE DR	ZEBULON NC 27597-6083
MENDOZA, CARLA	1657 SAGE TREE DR	ZEBULON NC 27597-6083
BAKER, LAUREN ASTER ROBERTSON, WHITNEY	2157 BLUE IRIS WAY	ZEBULON NC 27597-9270
MONTANEZ, KAROL ILEANA BRUNO COLLAZO, GIAN CARLO CUSTODIO	1633 SAGE TREE DR	ZEBULON NC 27597-6083
CARRILLO, BERNARDO	10713 NC HIGHWAY 210	FOUR OAKS NC 27524-9459
MAJETTE, WENDELL DANTE MAJETTE, CHRISTY LEWIS	2136 BLUE IRIS WAY	ZEBULON NC 27597-9270
MASON, KYLE EVERETT MASON, JESSICA	1624 SAGE TREE DR	ZEBULON NC 27597-6083
MCGEE, THOMASINA ELIZABETH	2132 BLUE IRIS WAY	ZEBULON NC 27597-9270
BELLAMY, DANYAE SHARELL BELLAMY, DANIEL	1852 SAGE TREE DR	ZEBULON NC 27597-6083
HINES, DONTAVIOUS J	4172 WEAVERS POND DR	ZEBULON NC 27597-6271
ALVAREZ, JORGE ANTONIO URRUT DE LA CRUZ, ALFONSINA DE JESUS	1640 SAGE TREE DR	ZEBULON NC 27597-6083
WATKINS, DONTE BELL, DONNIECE	2152 BLUE IRIS WAY	ZEBULON NC 27597-9270
PACHECO-AGUILAR, NADIA	1612 SAGE TREE DR	ZEBULON NC 27597-6083
CURRENT OCCUPANT	2632 ZEBULON RD	ZEBULON NC 27597-8164
CURRENT OCCUPANT	2820 ZEBULON RD	ZEBULON NC 27597-8164
CURRENT OCCUPANT	0 ZEBULON RD	ZEBULON NC 27597-8164
CURRENT OCCUPANT	8008 FERRELL RD	ZEBULON NC 27597-8112
CURRENT OCCUPANT	2702 ZEBULON RD	ZEBULON NC 27597-8164
CURRENT OCCUPANT	2704 ZEBULON RD	ZEBULON NC 27597-8164
CURRENT OCCUPANT	2708 ZEBULON RD	ZEBULON NC 27597-8164
CURRENT OCCUPANT	8917 FERRELL RD	ZEBULON NC 27597-8112
CURRENT OCCUPANT	568 YULEE DR	ZEBULON NC 27597
CURRENT OCCUPANT	0 WEAVERS POND DR	ZEBULON NC 27597-6271
CURRENT OCCUPANT	0 GOLDEN PLUM LN	ZEBULON NC 27597-9725
CURRENT OCCUPANT	6005 ABELIA CT	ZEBULON NC 27597-9719
CURRENT OCCUPANT	560 YULEE DR	ZEBULON NC 27597
CURRENT OCCUPANT	0 YULEE DR	ZEBULON NC 27597
CURRENT OCCUPANT	0 SAGE TREE DR	ZEBULON NC 27597-6083
CURRENT OCCUPANT	2148 BLUE IRIS WAY	ZEBULON NC 27597-9270
CURRENT OCCUPANT	2153 BLUE IRIS WAY	ZEBULON NC 27597-9270
CURRENT OCCUPANT	1858 SAGE TREE DR	ZEBULON NC 27597-6083

ZEBULON

NORTH CAROLINA

1003 N. Arendell Avenue
Zebulon, NC 27597
919.823.1800

www.townofzebulon.org

Certificate of Sufficiency
Pin # 1797701367 – 0 Weavers Pond Drive

To the Board of Commissioners of the Town of Zebulon, North Carolina:

I, Lisa M. Markland, Clerk to the Zebulon Board of Commissioners, do hereby certify that I have investigated the petition attached hereto, and have found as a fact that said petition is signed by all the owners or their legal representative of real property lying in the area described therein, in accordance with G.S. 160A-31.

In witness whereof, I have here unto set my hand and affixed the seal of the Town of Zebulon, this 24th day of April 2023.



Lisa M. Markland, CMC—Town Clerk

J. L. JORDAN PARKER, JR. CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY PERFORMED UNDER MY SUPERVISION FROM REFERENCES AS NOTED HEREON, THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION SHOWN IN THE REFERENCES, THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS GREATER THAN 1:10000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED, WITHIN THE ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL.

THIS _____ DAY OF _____, 2022.

PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-3645

THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-3635

WAKE COUNTY, NORTH CAROLINA

I CERTIFY THAT I AM (WE ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON, WHICH IS IN THE SUBDIVISION JURISDICTION OF THE COUNTY OF WAKE AND THAT I (WE), HEREBY, ADOPT THIS PLAT WITH MY (OUR) FREE CONSENT.

OWNER: _____
DATE: _____

NORTH CAROLINA, _____ COUNTY, _____ A NOTARY PUBLIC OF THE COUNTY AND STATE AFORESAID, CERTIFY

PERSONALLY APPEARED BEFORE ME THIS DAY AND ACKNOWLEDGED THE EXECUTION OF THE FOREGOING INSTRUMENT, WITNESS MY HAND AND OFFICIAL SEAL, THIS DAY OF _____, 2022.

NOTARY PUBLIC
MY COMMISSION EXPIRES _____

N/A
WALL PURDY
FAMILY, LLC
D.B. 14676, PG. 16
REF. #1797.04-78-3206
156,392 AC. +/-
REMAINING BY DEED

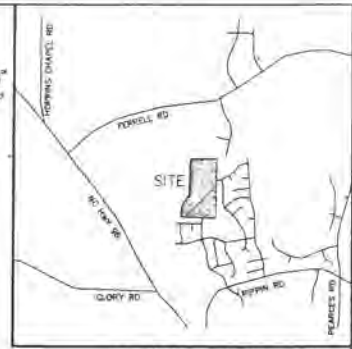
N/A
JAMES B. ANKREY, JR.
S.B. 14548, PG. 1458
B.M. 2009, PG. 1822
P.W. #1797.04-71-3541

N/A
N.C. 771011.41
(*) 2187844.87

N/A
WEAVERS POND
DEVELOPMENT, LLC
S.B. 14847, PG. 119
B.M. 2020, PG. 2068
P.W. #1797.04-71-4251

N/A
WALL PURDY
FAMILY, LLC
D.B. 14676, PG. 16
REF. #1797.04-78-3206
156,392 AC. +/-
REMAINING BY DEED

TRACT 1
43,608 AC.



VICINITY MAP

- LEGEND:**
- EP - EXISTING IRON PIPE
 - CE - EXISTING IRON BAR
 - BEIP - BENT IRON PIPE
 - BEIB - BENT IRON BAR
 - CM - CONCRETE MONUMENT
 - EX - EXISTING P.W. MARK
 - SPW - SET P.W. MARK
 - NP - NEW IRON PIPE SET
 - NPW - NEW IRON PIPE SET
 - CB - CABLE TV BOX
 - EB - ELECTRIC BOX
 - TE - TELEPHONE PEDESTAL
 - PF - POWER POLE
 - OH - OVERHEAD LAMP
 - LF - LIGHT POLE
 - WM - WATER METER
 - WV - WATER VALVE
 - SC - SEWER CLEAN-OUT
 - CC - CONCRETE
 - CB - CATCH BASIN
 - W - WASTE
 - TM - TIME METER
 - HO - HOME OWNERS ASSOCIATION PRIVATE DRAINAGE EASEMENT
 - CV - COMMUNICATION VAULT



PLANNING DIRECTOR AND REVIEW OFFICER OF WAKE COUNTY, CERTIFY THAT THIS PLAT DOES NOT CONSTITUTE A SUBDIVISION AND THAT IT MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING, BECAUSE OF ITS "EXEMPT" STATUS, THE COUNTY HAS NOT REVIEWED THIS PLAT FOR COMPLIANCE WITH APPLICABLE LOT STANDARDS AND OTHER SUBDIVISION REGULATIONS (e.g., ROAD STANDARDS). PROSPECTIVE PURCHASERS SHOULD BE AWARE THAT PLANS FOR BUILDING AND DEVELOPMENT MAY BE DENIED FOR LOTS THAT DO NOT MEET APPLICABLE COUNTY STANDARDS.

APPROVAL EXPIRES IF NOT RECORDED ON OR BEFORE _____

DATE _____ PLANNING DIRECTOR/REVIEW OFFICER _____

NOTES:

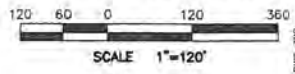
- 1) AREA COMPUTED BY COORDINATE METHOD.
- 2) THERE IS NO NCOS MONUMENT WITHIN 2000' OF THIS PROPERTY.
- 3) THIS PROPERTY MAY BE SUBJECT TO NEUSE RIVER RIPARIAN BUFFER RULES, CALL N.C. DIVISION OF WATER QUALITY TO VERIFY (919-791-4200).
- 4) NO BUILDING IS PERMITTED WITHIN 20' OF A WATERSUPPLY WATERSHED BUFFER.

LINE	BEARING	DISTANCE
L-1	S 00°10'44" W	87.35'

LINE TYPE LEGEND



EXEMPT SUBDIVISION FOR
WEAVERS POND DEVELOPMENT, LLC
OWNER: WALL PURDY FAMILY, LLC
REF: D.B. 14676, PG. 16
LITTLE RIVER TOWNSHIP
WAKE COUNTY, NORTH CAROLINA



MAY 27, 2022
ZONED R-40W
PIN #1797.04-61-3206



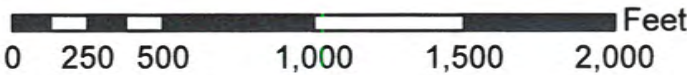
CAWTHORNE, MOSS & PANCIERA, P.C.
PROFESSIONAL LAND SURVEYORS, C-1525, 333 S. WHITE STREET, P.O. BOX 1253, WAKE FOREST N.C., 27588, (919) 556-3148



[WEAVERS POND SUBD DWG-179]

Attachment 4 - Aerial Map



Planning
ZEBULON
NORTH CAROLINA



-  Subject Property (0 Weavers Pond Dr)
-  Parcels

Attachment 5 - Zoning Map

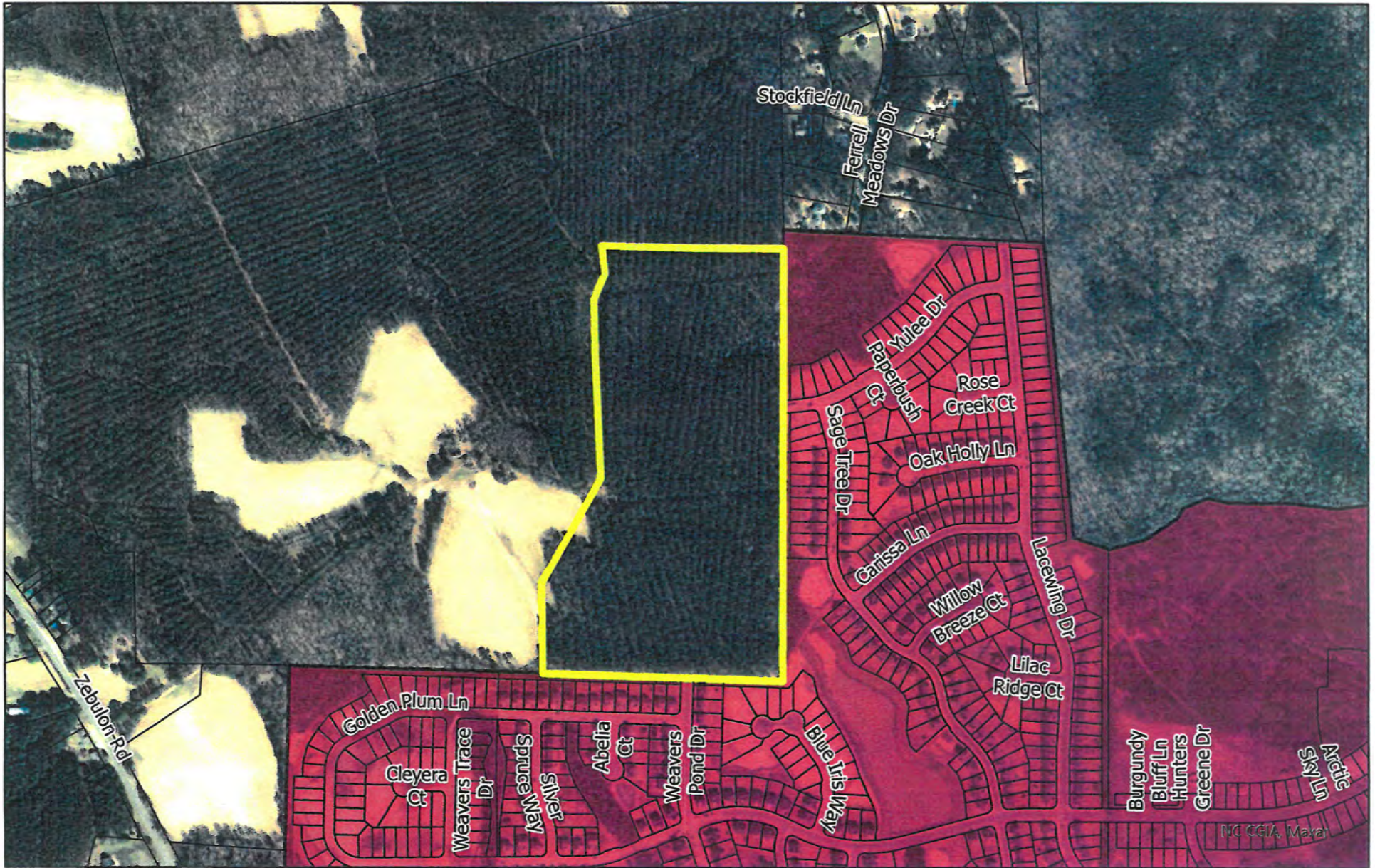


Planning
ZEBULON
NORTH CAROLINA

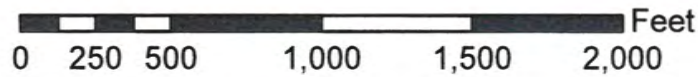


- Parcels
- Subject Property (0 Weavers Pond Dr)
- Zoning Districts**
 - R4, Residential Neighborhood
 - R-13 SUD, Residential 13 - Special Use Districts

Attachment 6 - ETJ Map

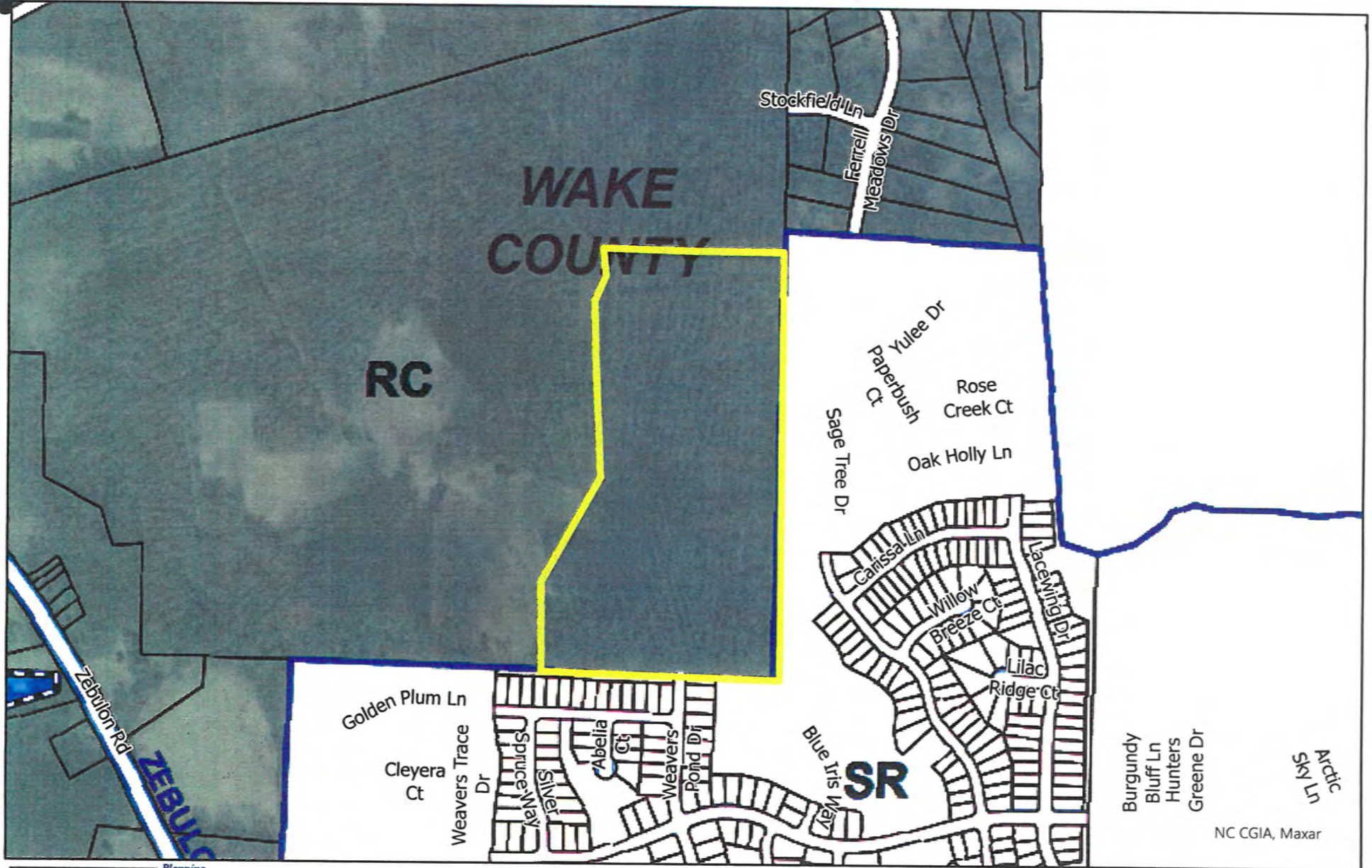


Planning
ZEBULON
NORTH CAROLINA



- Subject Property (0 Weavers Pond Dr)
- Corporate Limits
- Zebulon ETJ
- Parcels

Attachment 7 - Land Use Map



Planning
ZEBULON
 NORTH CAROLINA



Subject Property (0 Weavers Pond Dr)

Parcels

Future Land Use

Suburban Residential (SR)

Rural Conservation (RC)

NC CGIA, Maxar

Attachment 8 - Site Pictures



View of property at the end of Yulee Dr

Attachment 8 - Site Pictures



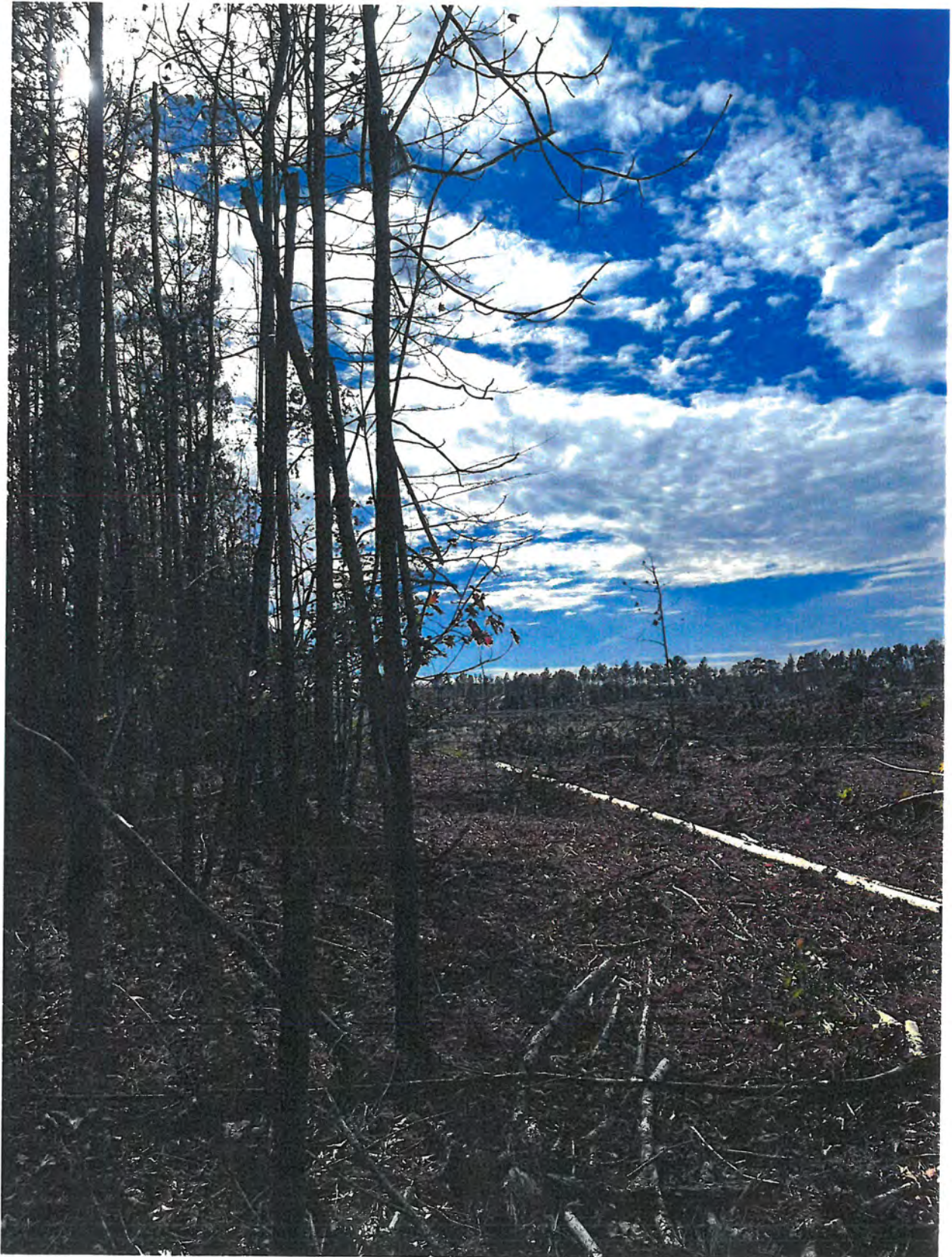
View north on property near Yulee Dr

Attachment 8 - Site Pictures



View west on property

Attachment 8 - Site Pictures



View south on property (remaining trees on the left)

Attachment 8 - Site Pictures



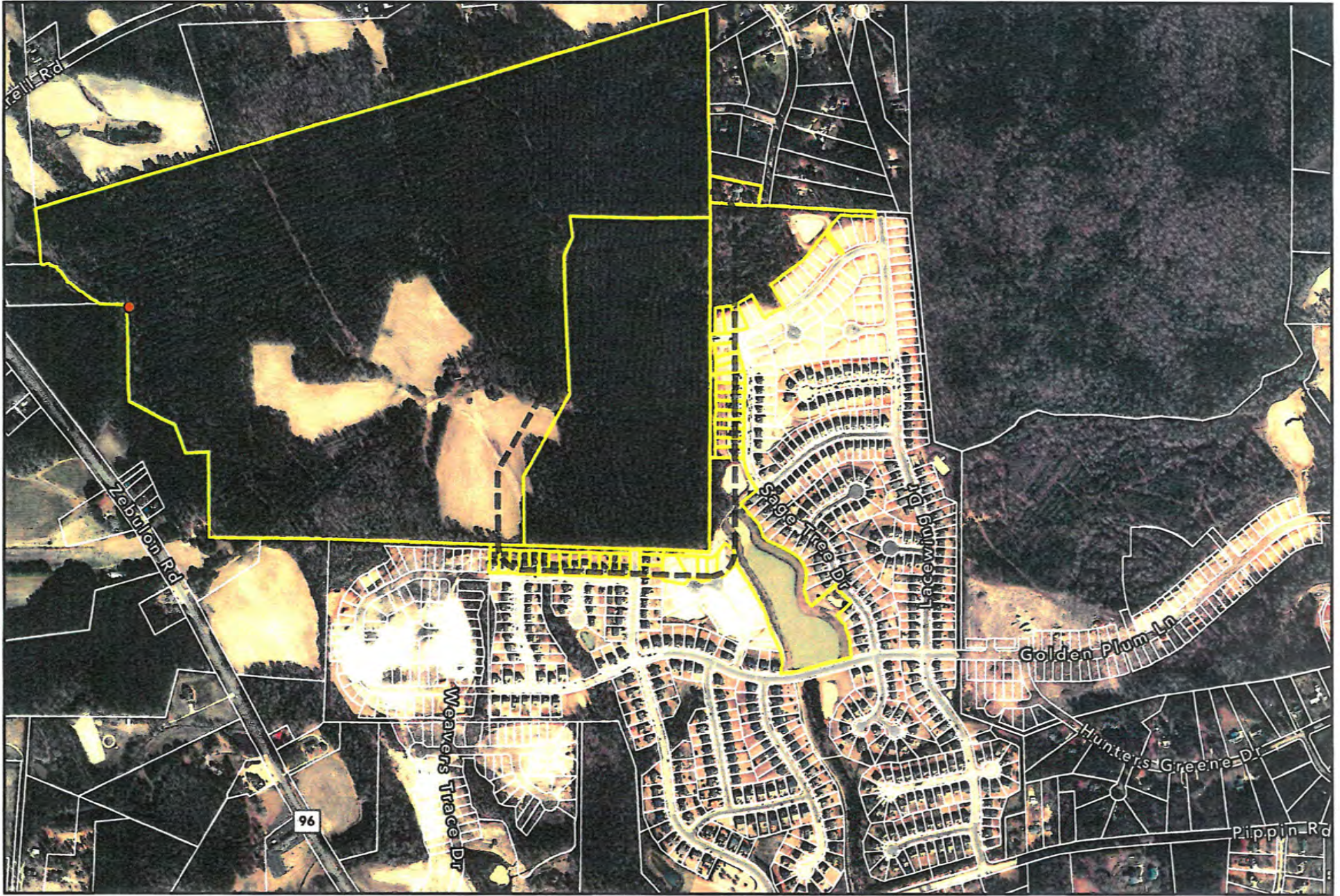
Existing buffer between Weaver's Pond and Subject Property

Notice of Public Hearing

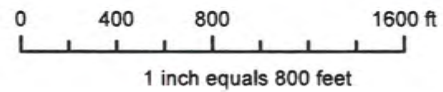
Notice is hereby given pursuant to the provisions of Article 2.2.2 of the Town of Zebulon Unified Development Ordinance that a public hearing will be held on **May 1, 2023 at 6:00 PM** at the **Zebulon Municipal Complex, 1003 N. Arendell Avenue**, and will be conducted by the Board of Commissioners of the Town of Zebulon for the purpose of considering the following items:

Annexation – 0 Weavers Pond Rd PIN #1797701367 A request by applicants Morningstar Law Group and Weavers Pond Development Company LLC for annexation into the Town of Zebulon's Corporate Limits.

Public comments may be submitted to Deputy Town Clerk Stacie Paratore at SParatore@TownofZebulon.org no later than 12:00 Noon on the day of the hearing to be read into the record. Links will be provided along with the full application packet and documentation on the Planning Department web page at <https://www.townofzebulon.org/departments/planning/public-hearing-information> For questions or additional information, please contact us at (919) 823-1808.



Attachment 10 - 150-Foot Radius Map



Disclaimer
iMaps makes every effort to produce and publish the most current and accurate information possible. However, the maps are produced for information purposes, and are NOT surveys. No warranties, expressed or implied, are provided for the data therein, its use, or its interpretation.

§ 160A-31. Annexation by petition.

(a) The governing board of any municipality may annex by ordinance any area contiguous to its boundaries upon presentation to the governing board of a petition signed by the owners of all the real property located within such area. The petition shall be signed by each owner of real property in the area and shall contain the address of each such owner.

(b) The petition shall be prepared in substantially the following form:

DATE:

To the _____ (name of governing board) of the (City or Town) of _____

1. We the undersigned owners of real property respectfully request that the area described in paragraph 2 below be annexed to the (City or Town) of _____
2. The area to be annexed is contiguous to the (City or Town) of _____ and the boundaries of such territory are as follows:

(b1) Notwithstanding the provisions of subsections (a) and (b) of this section, if fifty-one percent (51%) of the households in an area petitioning for annexation pursuant to this section have incomes that are two hundred percent (200%) or less than the most recently published United States Census Bureau poverty thresholds, the governing board of any municipality shall annex by ordinance any area the population of which is no more than ten percent (10%) of that of the municipality and one-eighth of the aggregate external boundaries of which are contiguous to its boundaries, upon presentation to the governing board of a petition signed by the owners of at least seventy-five percent (75%) of the parcels of real property in that area. A municipality shall not be required to adopt more than one ordinance under this subsection within a 36-month period.

(b2) The petition under subsection (b1) of this section shall be prepared in substantially the following form:

DATE:

To the _____ (name of governing board) of the (City or Town) of _____

1. We the undersigned owners of real property believe that the area described in paragraph 2 below meets the requirements of G.S. 160A-31(b1) and respectfully request that the area described in paragraph 2 below be annexed to the (City or Town) of _____
2. The area to be annexed is contiguous to the (City or Town) of _____, and the boundaries of such territory are as follows:

(c) Upon receipt of the petition, the municipal governing board shall cause the clerk of the municipality to investigate the sufficiency thereof and to certify the result of the investigation. For petitions received under subsection (b1) or (j) of this section, the clerk shall receive the evidence provided under subsection (l) of this section before certifying the sufficiency of the petition. Upon receipt of the certification, the municipal governing board shall fix a date for a public hearing on the question of annexation, and shall cause notice of the public hearing to be published once in a newspaper having general circulation in the municipality at least 10 days prior to the date of the public hearing; provided, if there be no such paper, the governing board shall have notices posted in three or more public places within the area to be annexed and three or more public places within the municipality.

(d) At the public hearing persons resident or owning property in the area described in the petition and persons resident or owning property in the municipality shall be given an opportunity to be heard. The governing board shall then determine whether the petition meets the requirements of this section. Upon a finding that the petition that was not submitted under subsection (b1) or (j) of this section meets the requirements of this section, the governing board shall have authority to pass an ordinance annexing the territory described in the petition. The governing board shall have authority to make the annexing

ordinance effective immediately or on the June 30 after the date of the passage of the ordinance or the June 30 of the following year after the date of passage of the ordinance.

(d1) Upon a finding that a petition submitted under subsection (j) of this section meets the requirements of this section, the governing body shall have the authority to adopt an annexation ordinance for the area with an effective date no later than 24 months after the adoption of the ordinance.

(d2) Upon a finding that a petition submitted under subsection (j) of this section meets the requirements of this section, the governing body shall have the authority to adopt an annexation ordinance for the area with an effective date no later than 24 months after the adoption of the ordinance.

(1) If the Local Government Commission certifies the estimate, the municipality is not required to annex the area and no petition to annex the area may be submitted under subsection (b1) of this section for 36 months following the certification. During the 36-month period, the municipality shall make ongoing, annual good faith efforts to secure Community Development Block Grants or other grant funding for extending water and sewer service to all parcels in the areas covered by the petition. If sufficient funding is secured so that the estimated capital cost to the municipality for extending water and sewer service, less the funds secured, would result in an annual debt service payment cost to the municipality of less than five percent (5%) of the municipality's annual water and sewer systems revenue for the most recent fiscal year, then the governing body shall within 30 days adopt an annexation ordinance for the area with an effective date no later than 24 months after the adoption of the ordinance.

(2) If the Local Government Commission notifies the governing board that the estimates are not reasonable based on established governmental accounting principles and that a reasonable estimate of the annual debt service payment is less than five percent (5%) of the municipality's annual water and sewer systems revenue for the most recent fiscal year, then the governing body shall within 30 days of the notification adopt an annexation ordinance for the area with an effective date no later than 24 months after the adoption of the ordinance.

(d3) Municipal services shall be provided to an area annexed under subsections (b1) and (j) of this section in accordance with the requirements of Part 7 of this Article.

(e) From and after the effective date of the annexation ordinance, the territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in such municipality and shall be entitled to the same privileges and benefits as other parts of such municipality. Real and personal property in the newly annexed territory on the January 1 immediately preceding the beginning of the fiscal year in which the annexation becomes effective is subject to municipal taxes as provided in G.S. 160A-58.10. If the effective date of annexation falls between June 1 and June 30, and the effective date of the privilege license tax ordinance of the annexing municipality is June 1, then businesses in the area to be annexed shall be liable for taxes imposed in such ordinance from and after the effective date of annexation.

(f) For purposes of this section, an area shall be deemed "contiguous" if, at the time the petition is submitted, such area either abuts directly on the municipal boundary or is separated from the municipal boundary by the width of a street or street right-of-way, a creek or river, or the right-of-way of a railroad or other public service corporation, lands owned by the municipality or some other political subdivision, or lands owned by the State of North Carolina. A connecting corridor consisting solely of a street or street right-of-way may not be used to establish contiguity. In describing the area to be annexed in the annexation ordinance,

the municipal governing board may include within the description any territory described in this subsection which separates the municipal boundary from the area petitioning for annexation.

(g) The governing board may initiate annexation of contiguous property owned by the municipality by adopting a resolution stating its intent to annex the property, in lieu of filing a petition. The resolution shall contain an adequate description of the property, state that the property is contiguous to the municipal boundaries and fix a date for a public hearing on the question of annexation. Notice of the public hearing shall be published as provided in subsection (c) of this section. The governing board may hold the public hearing and adopt the annexation ordinance as provided in subsection (d) of this section.

(h) A city council which receives a petition for annexation under this section may by ordinance require that the petitioners file a signed statement declaring whether or not vested rights with respect to the properties subject to the petition have been established under G.S. 160D-108 or G.S. 160D-108.1. If the statement declares that such rights have been established, the city may require petitioners to provide proof of such rights. A statement which declares that no vested rights have been established under G.S. 160D-108 or G.S. 160D-108.1 shall be binding on the landowner and any such vested right shall be terminated.

(i) A municipality has no authority to adopt a resolution or petition itself under this Part for annexation of property it does not own or have any legal interest in. For the purpose of this subsection, a municipality has no legal interest in a State-maintained street unless it owns the underlying fee and not just an easement.

(j) Using the procedures under this section, the governing board of any municipality may annex by ordinance any distressed area contiguous to its boundaries upon presentation to the governing board of a petition signed by at least one adult resident of at least two-thirds of the resident households located within such area. For purposes of this subsection, a "distressed area" is defined as an area in which at least fifty-one percent (51%) of the households in the area petitioning to be annexed have incomes that are two hundred percent (200%) or less than the most recently published United States Census Bureau poverty thresholds. The municipality may require reasonable proof that the petitioner in fact resides at the address indicated.

(k) The petition under subsection (j) of this section shall be prepared in substantially the following form:

DATE:

To the _____ (name of governing board) of the (City or Town) of _____

1. We the undersigned residents of real property believe that the area described in paragraph 2 below meets the requirements of G.S. 160A-31(j) and respectfully request that the area described in paragraph 2 below be annexed to the (City or Town) of _____
2. The area to be annexed is contiguous to the (City or Town) of _____, and the boundaries of such territory are as follows:

(l) For purposes of determining whether the percentage of households in the area petitioning for annexation meets the poverty thresholds under subsections (b1) and (j) of this section, the petitioners shall submit to the municipal governing board any reasonable evidence that demonstrates the area in fact meets the income requirements of that subsection. The evidence presented may include data from the most recent federal decennial census, other official census documents, signed affidavits by at least one adult resident of the household attesting to the household size and income level, or any other documentation verifying the incomes for a majority of the households within the petitioning area. Petitioners may select to submit name, address, and social security number to the clerk, who shall in turn submit the information to the Department of Revenue. Such information shall be kept

confidential and is not a public record. The Department shall provide the municipality with a summary report of income for households in the petitioning area. Information for the report shall be gleaned from income tax returns, but the report submitted to the municipality shall not identify individuals or households. (1947, c. 725, s. 8; 1959, c. 713; 1973, c. 426, s. 74; 1975, c. 576, s. 2; 1977, c. 517, s. 4; 1987, c. 562, s. 1; 1989 (Reg. Sess., 1990), c. 996, s. 3; 2011-57, s. 3; 2011-396, s. 10; 2022-62, s. 44.)

Return to: Town of Zebulon
Lisa Markland
1003 N. Arendell Avenue
Zebulon, NC 27597
Attention: Town Clerk

Ordinance 2024-05

AN ORDINANCE TO EXTEND THE CORPORATE LIMIT OF THE TOWN OF ZEBULON, NORTH CAROLINA

0 Weavers Pond Drive – Wall Purdy Tract Pin Number 1797701367

WHEREAS, the Town of Zebulon has been petitioned under G.S. 160A-31 to annex the area as described below; and

WHEREAS, the Town of Zebulon has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at 1003 N. Arendell Avenue at 6:00 PM on May 1, 2023 after due notice by publication in the Wake Weekly on April 21, 2023 and April 28, 2023;

WHEREAS, the Town of Zebulon finds that the petition meets the requirements of G.S. 160A-31;

NOW, THEREFORE, BE IT ORDAINED, the Board of Commissioners of the Town of Zebulon, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-31, the attached following described territory (see attachment) to include the adjoining public right of way (see also

attached map) is hereby annexed and made part of the Town of Zebulon as of August 7, 2023;

Section 2. Upon and after August 7, 2023, the described territory (see attachment) and its citizens and property shall be subject to all laws, ordinances and regulations in force in the Town of Zebulon and shall be entitled to the same privileges and benefits as other parts of the Town of Zebulon. Said territory shall be subject to municipal taxes according to G.S. 160A-31

Section 3. The Mayor or Mayor Pro Tem of the Town of Zebulon shall cause to be recorded in the office of the Register of Deeds of Wake County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the County Board of Elections, as required by G.S. 163-288.1

Adopted this the 7th day of August 2023.

(SEAL)

Glenn L. York —Mayor


ATTEST:

APPROVED AS TO FORM:

Lisa M. Markland, CMC—Town Clerk

Eric A. Vernon—Town Attorney

STAFF REPORT
CONDITIONAL ZONING
ORDINANCE 2024-06
0 WEAVERS POND DR
AUGUST 7, 2023

Topic: Ordinance 2024-06 - 0 Weavers Pond Dr
Speaker: Adam Culpepper, Senior Planner
From: Michael J. Clark, AICP, CZO, Planning Director
Prepared by: Adam Culpepper, Senior Planner
Approved by:  Joseph M. Moore II, PE, Town Manager

Executive Summary:

The Board of Commissioners will consider a Conditional Zoning Map Amendment for 0 Weavers Pond Dr (PIN# 1797701367).

Background:

Weaver's Pond Development Company, LLC, requests rezoning a 43.61-acre parcel from R-40W (Wake County zoning) to Residential Neighborhood - Conditional (R4-C) District for the development of an 87-lot residential subdivision. The development would connect to the adjacent Weaver's Pond subdivision through the extension of Weavers Pond Dr and Yulee Dr. The property is currently outside of the Town's Planning Jurisdiction and is seeking annexation simultaneously with this rezoning request.

A Joint Public Hearing was held on March 13, 2023. At the May 1, 2023, meeting the Board voted to table the decision at the request of the petitioner to August 7, 2023.

Discussion:

The Unified Development Ordinance (§2.2.6.K) provides the following standards as the basis for the Board's on the rezoning request:

1. The proposed conditional rezoning advances the public health, safety, or welfare;
2. The proposed conditional rezoning is appropriate for its proposed location, and is consistent with the purposes, goals, objectives, and policies of the Town's adopted policy guidance;
3. The conditional rezoning is reasonable and in the public interest;
4. The concept plan associated with the conditional rezoning is consistent with this Ordinance; and
5. Any other factors the Board of Commissioners may determine to be relevant.

Policy Analysis:

Comprehensive Land Use Plan:

The Future Land Use and Character Map designates the future use of the property as Rural Conservation (RC) because part of the original tract of land is within the watershed protection area designated for the Little River Reservoir. The property was subdivided and the area requesting rezoning is not within the watershed protection area.

Approval of this rezoning application would amend the Future Land Use and Character Map for this parcel to Suburban Residential (SR) which is intended to be less dense and preserve more open space than what is typical in an urban residential setting.

STAFF REPORT
CONDITIONAL ZONING
ORDINANCE 2024-06
0 WEAVERS POND DR
AUGUST 7, 2023

Unified Development Ordinance:

The Applicant proposes limiting the uses to single-family detached dwelling, community garden, park (public or private) and utility, minor. The Applicant has proposed site design and architecture conditions for the Board to consider (see Attachments).

All conditions and details on the concept plan meet the spirit and intent of the UDO. If approved, the applicant would proceed with Technical Review Committee (TRC) review of final site plan and construction drawings before development can begin.

Financial Analysis:

Rezoning the property to R4-C will allow the applicant to develop 87 single-family detached homes. The median tax value of a single-family residence in Zebulon is \$216,181.¹ The development is estimated to generate approximately \$108,000 annually.

The subject property is contiguous to the Town's corporate boundaries. If approved, the homes would require the extension of Public Works, Police, and Code Enforcement services. The proposed development is within the current Fire service boundary.

Public Works service includes trash and recycling, streetlight electricity, and street maintenance. Police service estimates every 150 new homes generate the need for a new police officer.

Planning Board Recommendation:

At the April 10, 2023, meeting, the Planning Board recommend denial of the request by a 4-3 vote, noting the lack of a vehicle connection to Ferrell Meadows Drive and increased traffic through Weaver's Pond did not meet Standard #3.

Staff Recommendation:

Staff recommends approval of Ordinance 2024-06 for the proposed conditional rezoning request as amended by the applicant, finding that the request is consistent with the Standards of Section 2.2.6.K of the UDO and the Housing Section of the Comprehensive Land Use Plan.

Board Options

1. Approve Conditional Zoning as presented.
2. Approve Conditional Zoning as amended.
3. Deny the Conditional Zoning and resend the Annexation.

Attachments:

1. Application, Site Plan, Renderings, and TIA
2. Future Land Use and Character Map
3. Aerial Map
4. Zoning Map
5. Little River Watershed Map
6. Site Pictures
7. Ordinance 2024-06

¹ Wake County Tax Administration, January 1, 2022.



PART 1. DESCRIPTION OF REQUEST/PROPERTY		
Street Address of the Property: 0 Weavers Pond Dr		Acreage: 43.61
Parcel Identification Number (NC PIN): 1797701367	Deed Book: 014676	Deed Page(s): 00016
Existing Zoning of the Property: R40W (Wake County)	Proposed Zoning of the Property: R4-C	
Existing Use of the Property: Vacant Parcel	Proposed Use of the Property: Single family detached	
Reason for Conditional Rezoning: The purpose of the rezoning is to facilitate a single family detached residential community containing up to 2.0 dwelling units per acre with associated amenities and open space consistent with the requirements of the Town of Zebulon Unified Development Ordinance.		

PART 2. APPLICANT/AGENT INFORMATION		
Name of Applicant/Agent: Weaver's Pond Development Company, LLC		
Street Address of Applicant/Agent: 4020 Wake Forest Rd, STE 102F		
City: Raleigh	State: North Carolina	Zip Code: 27609-5221
Email of Applicant/Agent: jbarron@morningstarlawgroup.com	Telephone Number of Applicant/Agent: 919-590-0371	Fax Number of Applicant/Agent:
Are you the owner of the property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Are you the owner's agent? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Note: If you are not the owner of the property, you <u>must</u> obtain the Owner's consent and signature giving you permission to submit this application.

PART 3. PROPERTY OWNER INFORMATION		
Name of Property Owner: Wall Purdy Family LLC		
Street Address of Property Owner: 3309 Felton Pl.		
City: Raleigh	State: North Carolina	Zip Code: 27612-5001
Email of Property Owner: jbblack3@gmail.com	Telephone Number of Property Owner: 919-880-2029	Fax Number of Property Owner:

I hereby state that the facts related in this application and any documents submitted herewith are complete, true, correct, and accurate to the best of my knowledge.

Signature of Applicant:	Print Name: Weaver's Pond Development Company, LLC; Grey Berry, Agent	Date:
Signature of Owner: 	Print Name: Phyllis Purdy	Date: 11-2-23



LEGISLATIVE CONSIDERATIONS - CONDITIONAL REZONING

The applicant shall propose site-specific standards and conditions that take into account the following considerations, which are considerations that are relevant to the legislative determination of whether or not the proposed conditional zoning district rezoning is in the public interest. These considerations do not exclude the legislative consideration of any other factor that is relevant to the public interest. Failure to adequately address the findings below may result in denial of the application. Please attach additional pages if necessary. The petition is justified based on the facts as they relate to the Standards in Section 2.2.6.K of the UDO as follows:

1. Please explain how the proposed Conditional Rezoning advances the public health, safety, or welfare
The subject property is currently zoned R40W in Wake County. The proposed conditional rezoning to R4-C will bring much needed housing to the area while conserving the rural aesthetics of the district as designated in the Future Land Use an Character map.
2. Please explain how the proposed conditional rezoning is appropriate for its proposed location, and is consistent with the purposes, goals, objectives, and policies of the town's adopted policy guidance;
The Zebulon Comprehensive Plan Future Land Use and Character map designates the subject property as a Rural Conservation (RC) district. The applicant acknowledges that the proposed rezoning requires an amendment to the Comprehensive Plan. However, the applicant submits the change is reasonable and in the public interest. First, the subject property abuts Weaver's Pond to the south and east. Weaver's Pond has been developed to include single family detached qualifies as lots that are complimentary to those proposed in this R4-C rezoning request.
3. Please explain how an approval of the conditional rezoning is reasonable and in the public interest;
The proposed conditional rezoning will bring much needed housing to the area and will do so in a manner that is complimentary to the existing Weaver's Pond community, which borders the subject property to the south and the east.
4. Please explain how the concept plan associated with the conditional rezoning is consistent with this Ordinance; and
The concept plan associated with the conditional rezoning is consistent with the provisions of Chapter 5 and Chapter 6 of the UDO, along with the other relevant provisions. The plan has been developed to include access and circulation consistent with the ordinance requirements. Further, the concept plan will ensure a high quality development that addresses the open space, design and other key features of the UDO.
5. Please explain how the proposed conditional rezoning addresses any other factors as the Board of Commissioners may determine to be relevant. These include but are not limited to the proposed uses requested and any requested deviations and proposed alternative means of compliance.
The proposed rezoning provides conditions that require the proposed development to meet or exceed the requirements of the Town of Zebulon's Unified Development Ordinance. The conditions can be found on the attached conditions page.



PROPOSED CONDITIONAL USES

An application has been duly filed requesting that the property described in this application be rezoned from R40W (Wake County) to R4-C. It is understood and acknowledged that if the property is rezoned as requested, the property described in this request will be perpetually bound to the use(s) authorized and subject to such conditions as imposed, unless subsequently changed or amended as provided for in the Unified Development Ordinance. It is further understood and acknowledged that final plans for any specific development to be made pursuant to any such Conditional Zoning shall be submitted for site or subdivision plan approval. Use additional pages as needed.

The Rezoned Lands may be used for, and only for, the uses listed immediately below. The permitted uses are subject to the limitations and regulations stated in the Use Table and any additional limitations or regulations stated below. For convenience, some relevant sections of the Unified Development may be referenced; such references do not imply that other sections of the Unified Development Ordinance do not apply.

1.	single family detached dwelling	25.	
2.	community garden	26.	
3.	park (public or private)	27.	
4.	utility, minor	28.	
5.		29.	
6.		30.	
7.		31.	
8.		32.	
9.		33.	
10.		34.	
11.		35.	
12.		36.	
13.		37.	
14.		38.	
15.		39.	
16.		40.	
17.		41.	
18.		42.	
19.		43.	
20.		44.	
21.		45.	
22.		46.	
23.		47.	
24.		48.	



OWNER'S CONSENT FORM

Name of Project: The Wall Purdy Tract Submittal Date: _____

OWNER'S AUTHORIZATION

I hereby give CONSENT to Weaver's Pond Development Company, LLC; Grey Berry, Agent (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in is the subject of this application. I acknowledge and agree that, pursuant to Section 2.2.6 M. of the Town of Zebulon Unified Development Ordinance, that lands subject to a conditional rezoning shall be subject to all the standards, conditions, and plans approved as part of that application. These standards, plans, and approved conditions are perpetually binding on the land as an amendment to this Ordinance and the Official Zoning Map, and may only be changed in accordance with the procedures established in this Ordinance. Development located outside the Town of Zebulon's corporate limits shall comply with all Town policies related to annexation and the extension of utilities. I understand that all other applicable standards and regulations of the UDO will remain applicable to the subject lands unless specifically listed as conditions or deviations as part of this request. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Zebulon to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

Phyllis Purdy
Signature of Owner

Phyllis Purdy
Print Name

7-28-2022
Date

CERTIFICATION OF PROPERTY OWNER

I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Zebulon, North Carolina, and will not be returned.

Phyllis Purdy
Signature of Owner

Phyllis Purdy
Print Name

7-28-2022
Date

*Owner of record as shown by the Wake County Revenue Department (www.wakegov.com). An option to purchase does not constitute ownership. If ownership has been recently transferred, a copy of the deed must accompany this form.

Attachment 1 - CZ 2023-02 - REVISED CONDITIONS

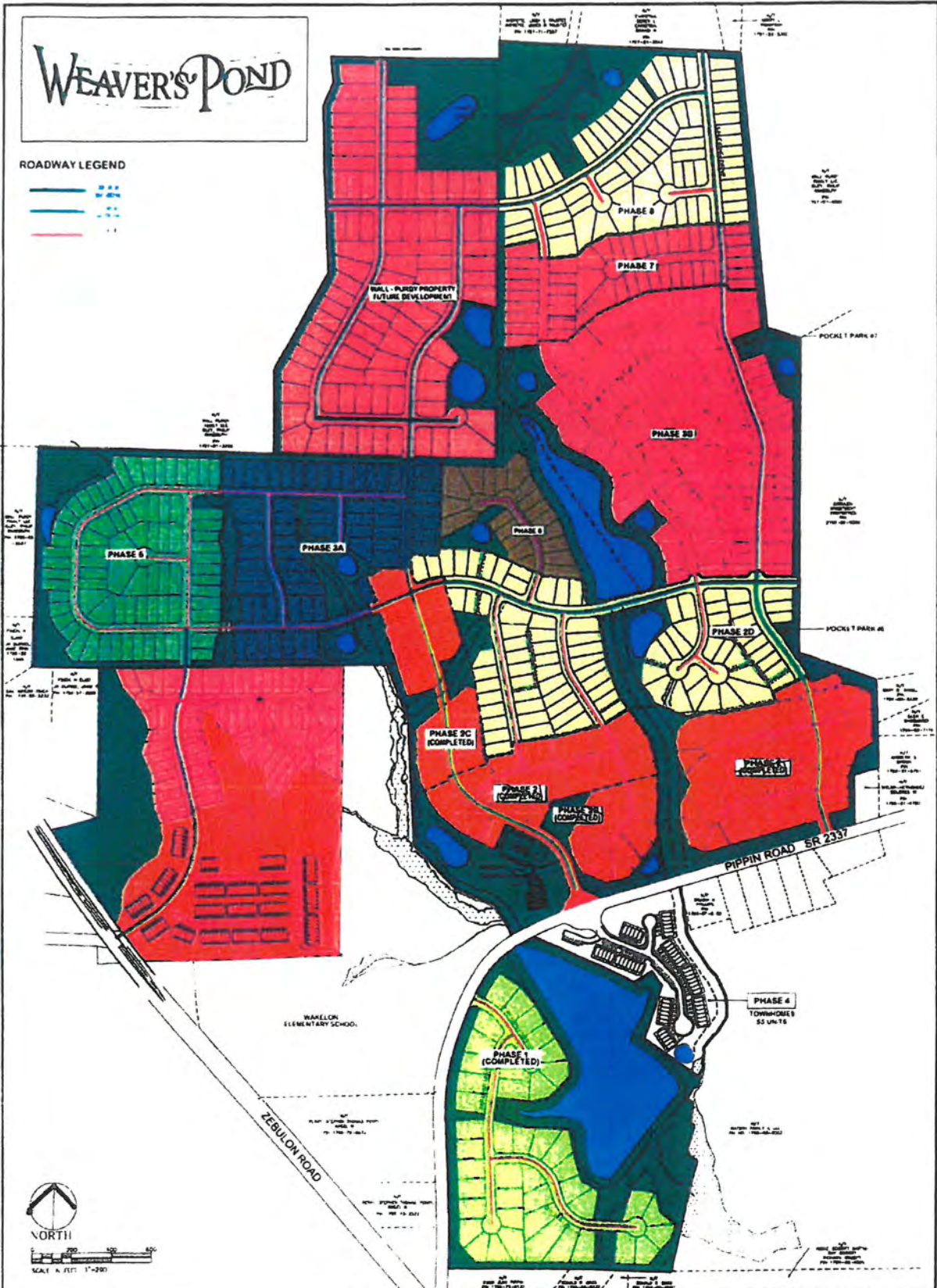
1. ALL LOTS SHALL BE A MINIMUM OF 8,700 SQUARE FEET.
2. ALL LOT WIDTHS SHALL BE A MINIMUM OF 70'.
3. ALL DWELLINGS WILL HAVE A MINIMUM TWO-CAR GARAGE.
4. GARAGE DOORS WILL HAVE WINDOWS AND CARRIAGE HARDWARE.
5. GARAGES: GARAGE DOORS SHALL BE RECESSED BEHIND THE FRONT PLAIN OF THE HOME A MINIMUM OF 8". WHERE A HOME PROVIDES A FRONT PORCH, THE GARAGE MAY EXTEND BEYOND THE FRONT PLAIN OF THE HOME, PROVIDED THE FRONT PORCH EXTENDS BEYOND THE FRONT PLAIN OF THE GARAGE A MINIMUM OF 1'.
6. SIDE LOADED GARAGES SHALL BE REQUIRED ON A MINIMUM OF 20% OF THE HOMES CONSTRUCTED. SIDE LOADED GARAGES AND "J" DRIVEWAYS SHALL BE ALLOWED A SIDE SETBACK OF 5'.
7. FOR ALL LOTS, THE ENTIRE YARD WILL BE SODDED.
8. EXTERIOR BUILDING MATERIALS: EXTERIOR SIDING WILL BE PRIMARILY FIBER CEMENT WITH BRICK OR STONE ACCENTS. THE USE OF VINYL SIDING SHALL BE PROHIBITED, EXCEPT FOR TRIM ELEMENTS OF THE DWELLING UNIT FACADE. SIDING STYLES WILL INCLUDE HORIZONTAL, SHAKE, OR BOARD AND BATTEN DESIGN. AT LEAST TWO (2) OF THE FOLLOWING MATERIALS SHALL BE USED ON EACH UNIT FIBER-CEMENT, MASONRY BRICK, BRICK VENEER, MASONRY STONE, STONE VENEER, OR SYNTHETIC STONE.
9. FOUNDATIONS: FOUNDATIONS SHALL BE RAISED ABOVE THE FINISHED GRADE – AS MEASURED ALONG THE FRONT, STREET FACING FINISHED GRADE OF THE BUILDING PAD - A MINIMUM OF 18". FOUNDATION TYPES TO BE MAY INCLUDE, STEM WALL, RAISED SLAB, OR CRAWL SPACE.
10. AMENITIES WILL INCLUDE A DOG PARK, WALKING TRAILS, AND MAINTAINED OPEN SPACE. ALL OPEN SPACE AND AMENITIES WILL BE MAINTAINED BY THE HOA
11. A MINIMUM OF 8" ROOF OVERHANG SHALL BE PROVIDED ALONG THE FRONT AND BACK OF EACH DWELLING UNIT.
12. A 10-FOOT UNDISTURBED BUFFER WILL BE MAINTAINED AROUND THE DEVELOPMENT. WHERE EXISTING PLANTS DO NOT MEET THE REQUIREMENTS OF THE UDO, PLANTINGS WILL BE SUPPLEMENTED TO MEET THE REQUIREMENT.
13. REQUIRED DECORATIVE FEATURES EACH UNIT SHALL UTILIZE AT LEAST ONE OF THE FOLLOWING: A DECORATIVE FRONT DOOR (MINIMUM 25% GLAZING); WINDOW TRANSOM, DOOR SIDELIGHTS, OR DOOR TRANSOM.
14. WINDOW TREATMENTS: WINDOWS ON FRONT ELEVATIONS SHALL OFFER EITHER TRIM OR SHUTTERS. TRIM ALONG HEADERS AND SILLS SHALL BE A MINIMUM OF 3" WIDE. SHUTTERS ARE DECORATIVE AND

Attachment I, CZ 2023-02 REVISED CONDITIONS

- MAY OR MAY NOT BE "OPERATIONAL". SHUTTERS SHALL HAVE A MINIMUM WIDTH OF 18".
15. PORCHES: FRONT PORCHES SHALL EXTEND BEYOND THE FRONT PLAIN OF THE GARAGE ON 20% OF THE HOMES CONSTRUCTED. FRONT PORCHES SHALL BE ALLOWED TO EXTEND BEYOND THE FRONT SETBACK OF THE BUILDING ENVELOPE A MAXIMUM OF 10'.
 16. FRONT PORCHES SHALL WRAP AROUND THE CORNER OF THE FRONT FAÇADE ON A MINIMUM OF 20% OF THE HOMES CONSTRUCTED.
 17. ALL HOMES WILL HAVE A REAR PATIO OR DECK OF AT LEAST 100 SQUARE FEET.
 18. ACCESSORY BUILDINGS SHALL BE CONSTRUCTED OF MATERIALS THAT MATCH THE SINGLE-FAMILY DWELLING.
 19. IN ORDER TO PROMOTE VARIATION IN HOME APPEARANCE, NO FRONT ELEVATION OR PRIMARY SIDING COLOR SHALL BE CONSTRUCTED WITHIN TWO HOUSES OF AN IDENTICAL ELEVATION OR PRIMARY SIDING COLOR ON THE SAME SIDE OF THE STREET OR ACROSS THE STREET. FOR CORNER LOTS, NO IDENTICAL ELEVATION OR PRIMARY SIDING COLOR WILL BE CONSTRUCTED DIAGONALLY ACROSS AN INTERSECTION.
 20. HOMEOWNERS ASSOCIATION WILL LIMIT THE NUMBER OF RENTAL HOMES TO A MAXIMUM OF 10%. THIS RESTRICTION SHALL BE RECORDED IN HOA COVENANTS, CONDITIONS AND RESTRICTIONS.
 21. ALL HOME DESIGN AND CONSTRUCTION SHALL CONFORM TO SECTION 5.2 OF THE TOWN OF ZEBULON'S UNIFIED DEVELOPEMNT ORDINACE.

WEAVER'S POND

ROADWAY LEGEND



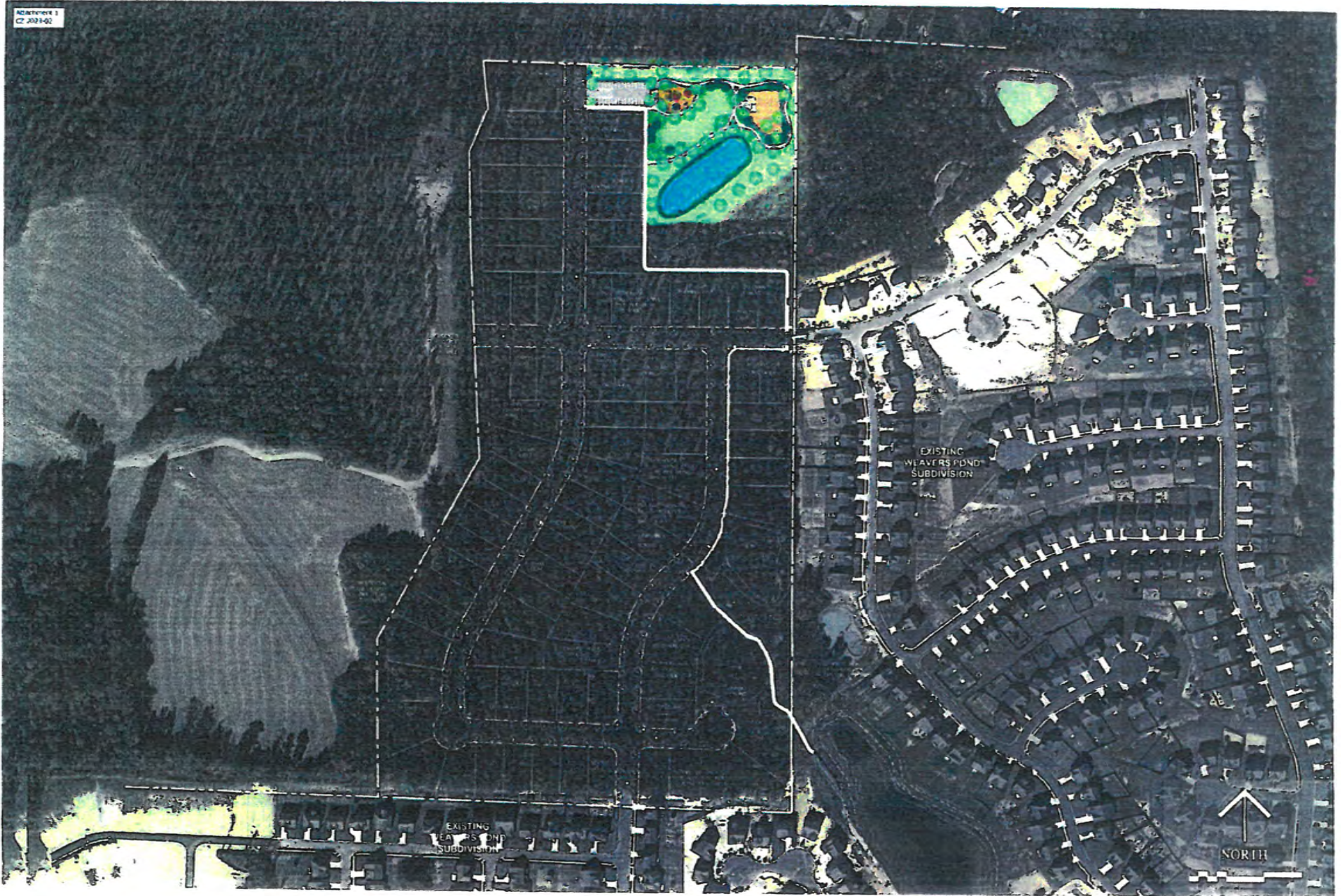
NORTH
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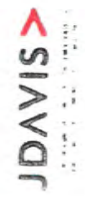
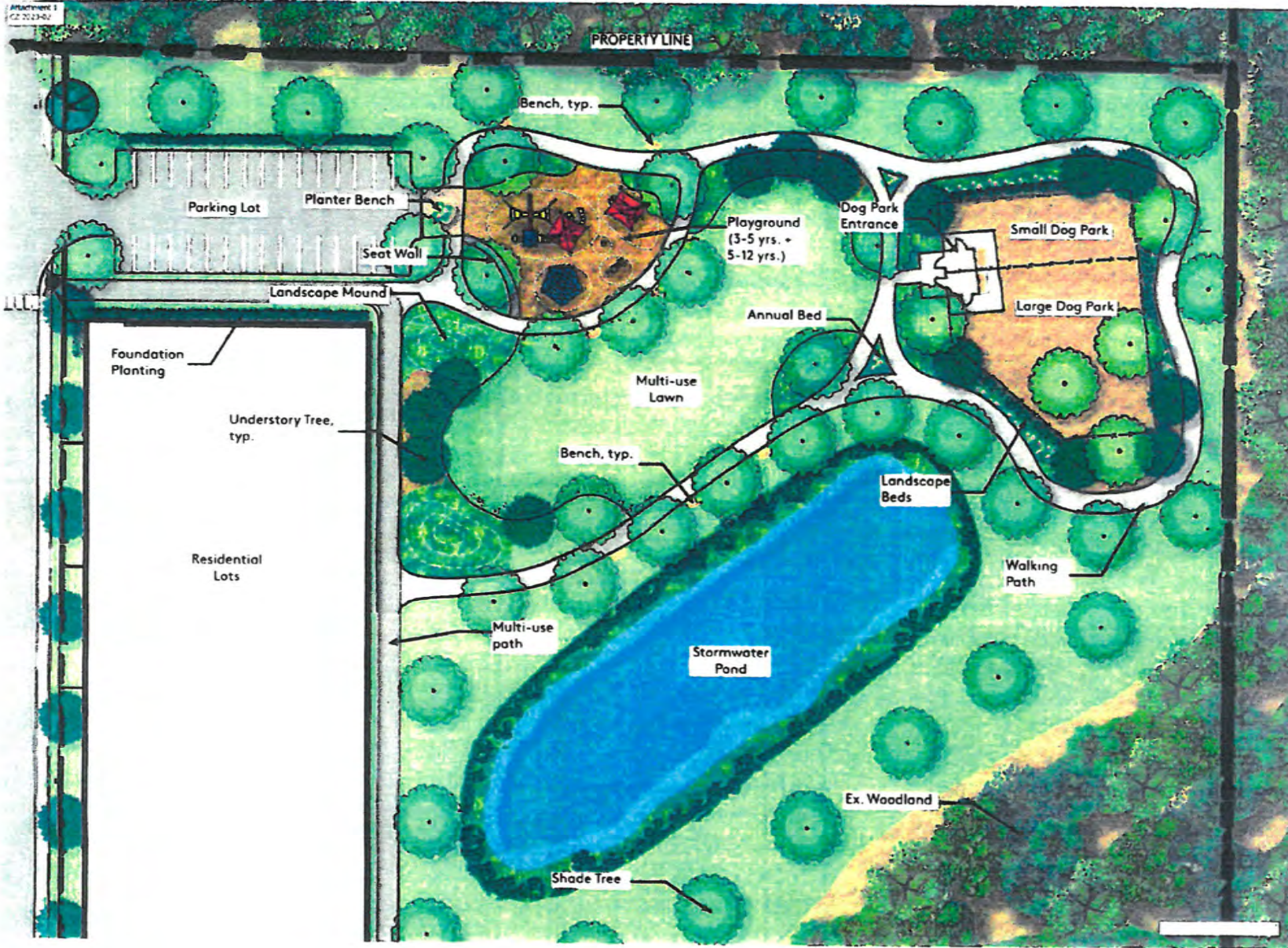
PLD
Professional Land Development Corporation

WEAVER'S POND
MASTER PLAN

PROJECT FDCMPSUP
ISSUED 24 MARCH 2023
DWG NO MP.1

ALTERNATE 1
CZ 2021-05

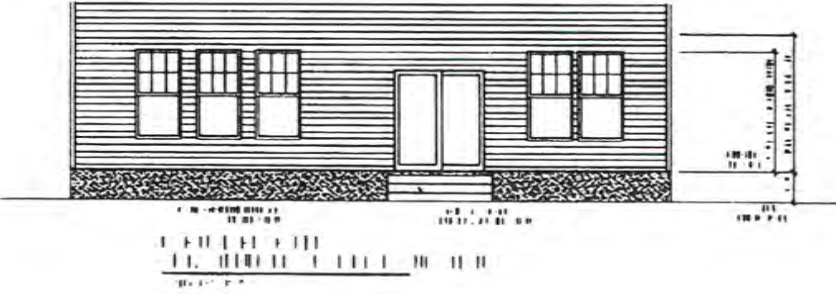
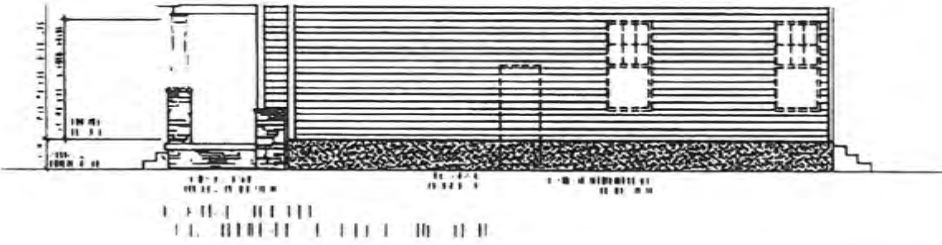
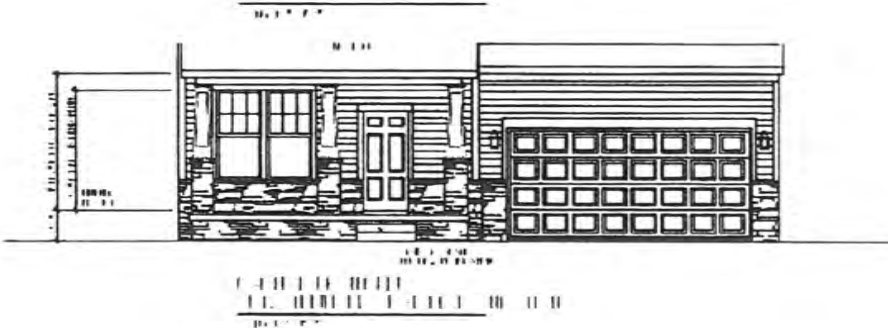




PRELIMINARY AMENITY
CONCEPT PLAN
FOR FUTRELL DEVELOPMENT, LLC
2620 ZEBULON ROAD, ZEBULON NC, 27597



Attachment 1
CZ 2023-02

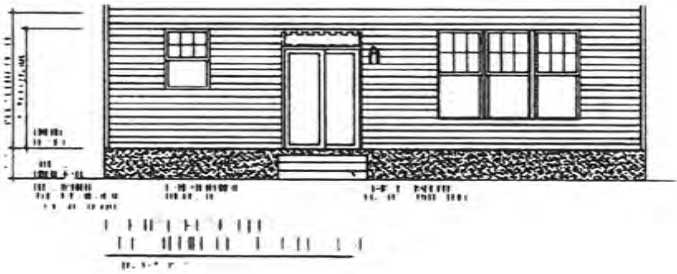
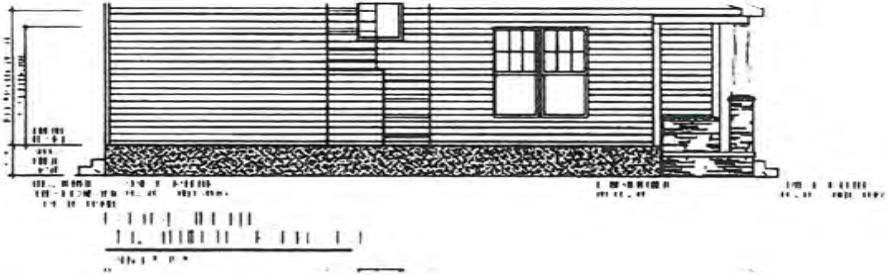
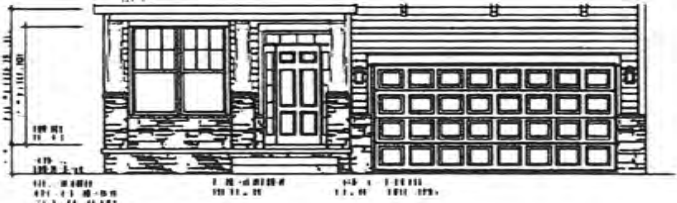


Attachment 1
CZ 2023-02



ELEV

Attachment 1
CZ 2023-02



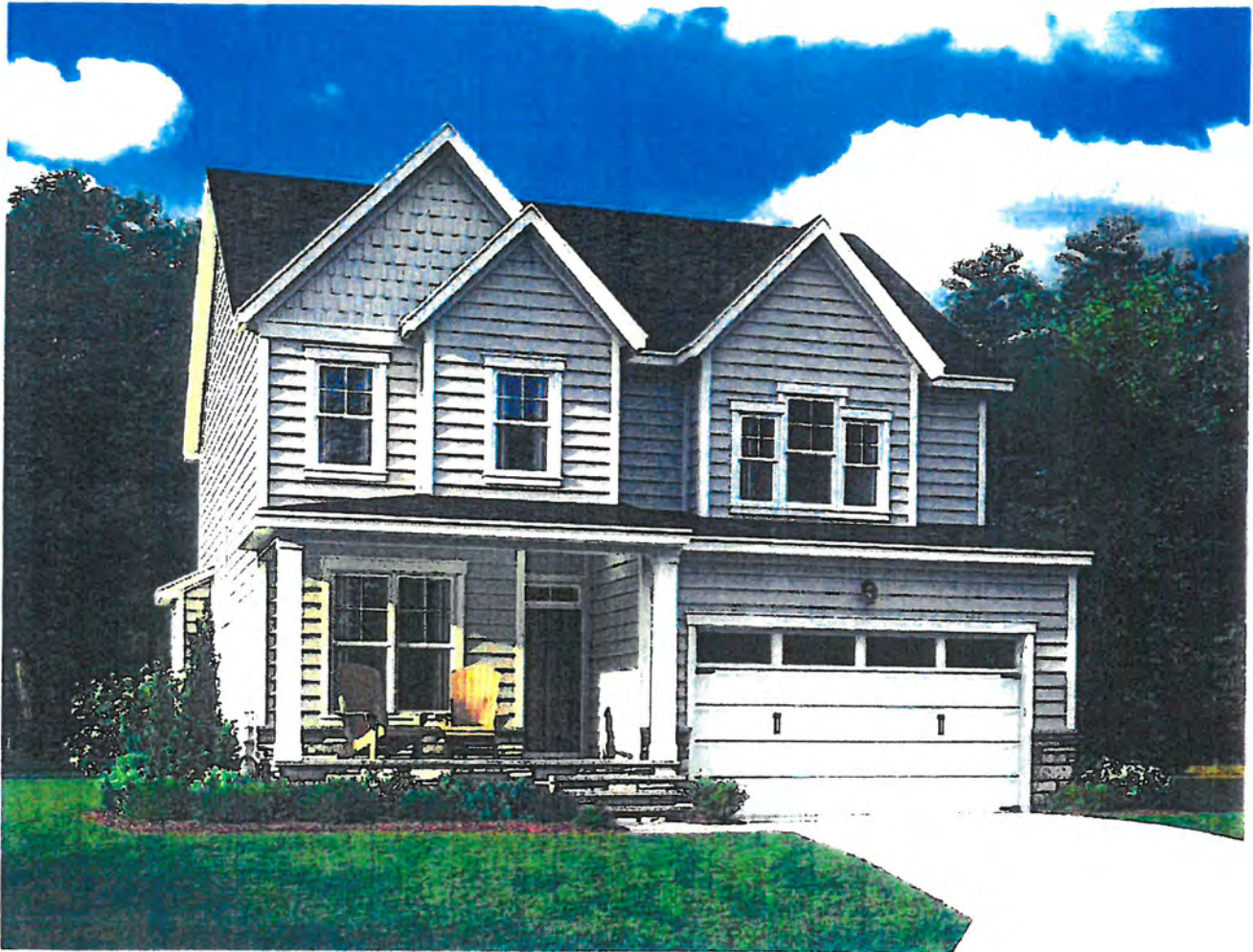
Attachment 1
CZ 2023-02



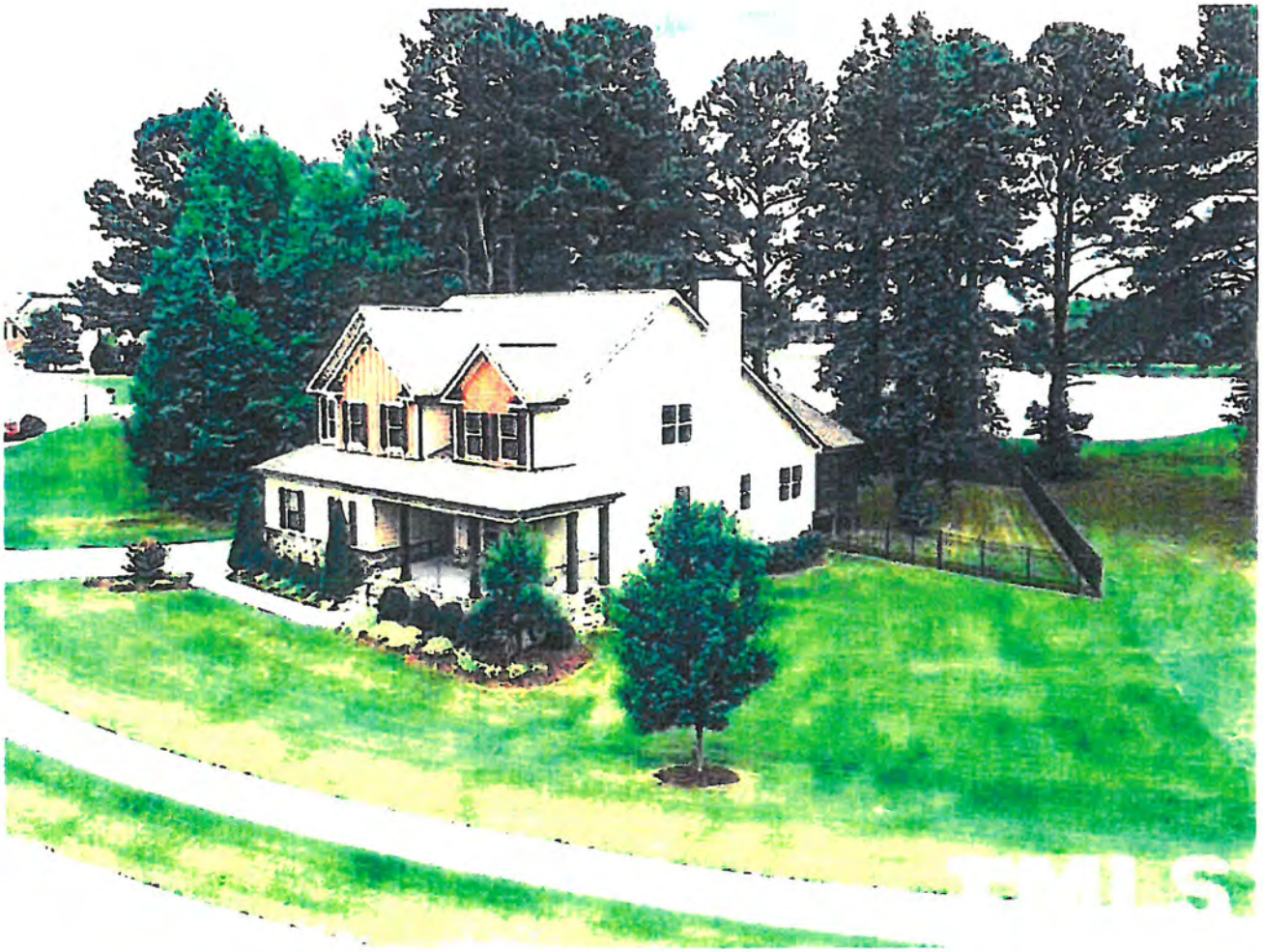
Attachment 1
CZ 2023-02



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Attachment 1
CZ 2023-02



Attachment 1
CZ 2023-02



Attachment 1
CZ 2023-02

RAMEY KEMP ASSOCIATES

TOGETHER WE ARE LIMITLESS

5808 Farrington Pk
Raleigh, NC 27609

July 29, 2022

Mr. Meade Bradshaw
Assistant Planning Director
Town of Zebulon
1003 N. Arendell Avenue
Zebulon, NC 27597
P: (919) 269-7455
E: mbradshaw@townofzebulon.org

Subject: **Traffic Assessment**
Weaver's Pointe - Zebulon, North Carolina

Dear Mr. Bradshaw:

This letter provides a summary of a Traffic Assessment prepared for the Weaver's Pointe residential development located north of Pippin Road and east of NC 96 (Zebulon Road) in Zebulon, North Carolina. Refer to the attachments for the site location map. The purpose of the study is to determine how traffic generated by the proposed development is expected to impact the surrounding roadways and intersections.

The proposed additional phase is expected to consist of 105 single-family homes and is anticipated to be completed by 2024. Site access will be provided via connections to the existing Weaver's Pond and Weaver's Ridge developments via Yulee Drive and Golden Plum Lane.

Refer to the attachments for a copy of the preliminary site plan and for an illustration of the existing lane configurations within the study area.

Study Area

Based on coordination with the Town of Zebulon (Town) and the North Carolina Department of Transportation (NCDOT), the study area consists of the following intersections:

- NC 96 (Zebulon Road) & Pippin Road
- NC 96 (Zebulon Road) & Glory Road
- Pippin Road & Pearces Road

Analysis Scenarios

All capacity analyses were performed utilizing Synchro (Version 10.3). All study intersections were analyzed during the weekday AM and PM peak hours and PM school peak hours under the following proposed traffic scenarios:

- 2022 Existing Traffic Conditions
- 2025 (Build +1) No-Build Traffic Conditions
- 2025 (Build +1) Build Traffic Conditions



Attachment 1
CZ 2023-02

2022 Existing Traffic Volumes

Through coordination with the Town and NCDOT, existing peak hour traffic volumes were determined based on previously conducted turning movement counts collected as part of the Weaver's Pond and Weaver's Ridge traffic studies. Previously collected turning movement counts were grown from the year collected to the 2022 existing analysis year using a 3% annual growth rate.

Peak hour turning movement counts were conducted at the following study intersections during the weekday AM and PM peak hours at the listed dates:

- NC 96 (Zebulon Road) & Pippin Road - August 30th, 2017
- NC 96 (Zebulon Road) & Glory Road - April 10th, 2019
- Pippin Road & Pearces Road - October 3rd, 2017

It should be noted that the Weaver's Pond development is currently fully build-out with the exception of Phase 5 (73 single-family homes). Therefore, the traffic associated with the currently built portion of the development was added to the grown traffic counts to accurately model existing traffic conditions. Refer to Table 1 below, for a breakdown of the expected trip generation of Weaver's Pond and how the expected development trips were applied in this study.

Table 1: Weaver's Pond Development Traffic

Land Use (ITE Code)	Intensity	Daily Traffic (vpd)	AM Peak Hour Trips (vph)		PM Peak Hour Trips (vph)	
			Enter	Exit	Enter	Exit
Weaver's Pond Full Buildout (From Weaver's Pond TIA)						
Single-Family Housing (210)	525 DU	5,000	99	295	331	194
Townhouse (230)	55 DU	400	4	20	19	10
Total		5,400	103	315	350	204
Weaver's Pond Phase 5 (To Be Built)						
Single-Family Housing (210) (Approx. 14% of Total SFH)	73 DU	695	14	41	46	27
Existing Development (Currently Built)						
Existing Weaver's Pond Development (As of 2022)		4,705	89	274	304	177

Volumes were balanced along NC 96 (Zebulon Road) to account for any variance associated with the different count dates. Volumes were not balanced along Pippin Road due to the reasonable imbalance in comparison to the land uses between the intersections along Pippin Road. A copy of the count data is attached to this report. Refer to the attachments for an illustration of the 2022 existing weekday AM and PM peak hour traffic volumes.



Attachment 1
CZ 2023-02

Background Traffic Volumes

Based on a review of traffic growth patterns and adjacent development information, background traffic volumes were determined by projecting 2022 existing traffic volumes to the 2025 build-out year using a 3% annual growth rate. It should be noted that the balanced 2022 existing traffic volumes were not rebalanced after the growth rate was applied for the 2025 projected traffic volumes, which can result in minor vehicles imbalances due to rounding. Refer to the attachments for an illustration of the 2025 projected peak hour traffic volumes. Through coordination with the Town and NCDOT, the following adjacent developments were identified to be included in this study:

- Weaver’s Pond (Phase 5)
- Weaver’s Ridge
- Taryn Lake & Taryn Creek
- Pearces Road

Refer to the attachments for an illustration of the adjacent development peak hour traffic volumes.

It should be noted that per the completed traffic study for Weaver’s Ridge, it was assumed that a portion of the Weaver’s Pond development site traffic would be rerouted to utilize the future site driveway along NC 96 (Zebulon Road). Refer to the attachments for an illustrations of this rerouted development traffic.

Future Improvements

Through coordination with the Town and NCDOT, it was determined that the future improvements associated with Weaver’s Ridge should be considered in the analysis of future conditions. Geometric improvements are expected at both study intersections along NC 96 by these developments.

2025 No-Build Traffic Volumes

The 2025 no-build traffic volumes were determined by projecting the 2022 existing peak hour traffic to the year 2025, and adding the adjacent development trips. Refer to the attachments for an illustration of the 2025 no-build peak hour traffic volumes.

Trip Generation

Average weekday daily, AM peak hour, and PM peak hour trips for the proposed development were estimated using methodology contained within the ITE *Trip Generation Manual*, 11th Edition. Refer to Table 2, for a detailed breakdown of the proposed site trip generation.

Table 2: Trip Generation Summary

Land Use (ITE Code)	Intensity	Daily Traffic (vpd)	AM Peak Hour Trips (vph)		PM Peak Hour Trips (vph)	
			Enter	Exit	Enter	Exit
Single-Family Housing (210)	105 units	1,055	20	58	66	38



Attachment 1
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It is estimated that the proposed development will generate approximately 1,055 total site trips on the roadway network during a typical 24-hour weekday period. Of the daily traffic volume, it is anticipated that 78 trips (20 entering and 58 exiting) will occur during the weekday AM peak hour and 104 trips (66 entering and 38 exiting) will occur during the weekday PM peak hour.

Trip Distribution and Assignment

The primary site trips are distributed based on the locations of existing traffic patterns, population centers adjacent to the study area, and engineering judgment. A summary of the overall distributions is below:

- 50% to/from the south via NC 96 (Zebulon Road)
- 25% to/from the south via NC 96 (Zebulon Road)
- 20% to/from the north via Pearces Road
- 5% to/from the south via Pearces Road

It should be noted that the regional distributions were based on the approved distributions from the Weaver’s Pond and Weaver’s Ridge traffic studies. Refer to the attachments for illustrations of the site trip distribution and site trip assignment, respectively.

2025 Build Traffic

To estimate the 2025 build traffic conditions with the site fully built-out, the total site trips were added to the 2025 no-build traffic volumes. Refer to the attachments for an illustration of the 2025 build peak hour traffic volumes.

Capacity Analysis

Study intersections were analyzed using the methodology outlined in the Highway Capacity Manual (HCM), 6th Edition published by the Transportation Research Board. Capacity and level of service are the design criteria for this traffic study. A computer software package, Synchro (Version 10.3), was used to complete the analyses for most of the study area intersections. Please note that the unsignalized capacity analysis does not provide an overall level of service for an intersection; only delay for an approach with a conflicting movement.

The HCM defines capacity as “the maximum hourly rate at which persons or vehicles can reasonably be expected to traverse a point or uniform section of a lane or roadway during a given time period under prevailing roadway, traffic, and control conditions.” Level of service (LOS) is a term used to represent different driving conditions and is defined as a “qualitative measure describing operational conditions within a traffic stream, and their perception by motorists and/or passengers.” Level of service varies from Level “A” representing free flow, to Level “F” where breakdown conditions are evident. Refer to Table 3 for HCM levels of service and related average control delay per vehicle for both signalized and unsignalized intersections. Control delay as defined by the HCM includes “initial deceleration delay, queue move-up time, stopped delay, and final acceleration delay”. An average control delay of 50 seconds at a signalized intersection results in LOS “D” operation at the intersection.

Attachment 1
CZ 2023-02

Table 3 Highway Capacity Manual - Levels-of-Service and Delay

UNSIGNALIZED INTERSECTION		SIGNALIZED INTERSECTION	
LEVEL OF SERVICE	AVERAGE CONTROL DELAY PER VEHICLE (SECONDS)	LEVEL OF SERVICE	AVERAGE CONTROL DELAY PER VEHICLE (SECONDS)
A	0-10	A	0-10
B	10-15	B	10-20
C	15-25	C	20-35
D	25-35	D	35-55
E	35-50	E	55-80
F	>50	F	>80

The study intersections were analyzed under 2022 existing, 2025 no-build, and 2025 build traffic conditions with lane configurations and traffic control shown in Tables 4-6. Refer to Tables 4-6 for a summary of the analysis results. The Synchro capacity analysis reports are attached to this report.

Attachment 1
CZ 2023-02

Table 4: Analysis Summary of NC 96 (Zebulon Road) and Pippin Road

ANALYSIS SCENARIO	APPROACH	LANE CONFIGURATIONS	WEEKDAY AM PEAK HOUR LEVEL OF SERVICE		WEEKDAY PM PEAK HOUR LEVEL OF SERVICE	
			Approach	Overall (seconds)	Approach	Overall (seconds)
2022 Existing Conditions	WB	1LT-R1	C	B (18)	D	C (22)
	NB	1TH, 1RT	B		C	
	SB	1LT, 1TH	B		B	
2025 No-Build Conditions	WB	1LT-R1	C	C (21)	D	C (26)
	NB	1TH, 1RT	B		C	
	SB	1LT, 1TH	B		B	
2025 Build Conditions	WB	1LT-R1	C	C (22)	D	C (27)
	NB	1TH, 1RT	C		C	
	SB	1LT, 1TH	B		B	

- 1 Level of service for major-street left-turn movement.
- 2 Level of service for minor-street approach

Capacity analysis of 2022 existing, 2025 no-build, and 2025 build traffic conditions indicates that this intersection is expected to operate at an overall LOS C or better during the weekday AM and PM peak hours under all analysis scenarios. Additionally, all intersection approaches are expected to operate at LOS D or better during the weekday AM and PM peak hours. Due to the expected acceptable operation of this intersection upon buildout of the proposed development, no improvements are recommended at this intersection by the development.



Attachment 1
CZ 2023-02

Table 5: Analysis Summary of NC 96 (Zebulon Road) and Glory Road / Weaver's Ridge Site Drive

ANALYSIS SCENARIO	APPROACH	LANE CONFIGURATIONS	WEEKDAY AM PEAK HOUR LEVEL OF SERVICE		WEEKDAY PM PEAK HOUR LEVEL OF SERVICE	
			Approach	Overall (seconds)	Approach	Overall (seconds)
2022 Existing Conditions	EB NB SB	1 LT-RT 1 LT-TH 1 TH-RT	C ² A ¹ -	N/A	C ² A ¹ -	N/A
2025 No-Build Conditions	EB WB NB SB	1 LT- <u>TH</u> -RT <u>1 LT</u> , 1 TH-RT 1 LT-TH, <u>1 RT</u> 1 <u>LT</u> -TH-RT	D ² F ² A ¹ A ¹	N/A	E ² F ² A ¹ A ¹	N/A
2025 Build Conditions	EB WB NB SB	1 LT- <u>TH</u> -RT <u>1 LT</u> , 1 TH-RT 1 LT-TH, <u>1 RT</u> 1 <u>LT</u> -TH-RT	D ² F ² A ¹ A ¹	N/A	F ² F ² A ¹ A ¹	N/A
2025 Build Conditions Signalized to meet UDO	EB WB NB SB	1 LT- <u>TH</u> -RT <u>1 LT</u> , 1 TH-RT 1 LT-TH, <u>1 RT</u> 1 <u>LT</u> -TH-RT	D D B B	B (17)	D D A B	B (13)

Improvements and/or revised lane configurations by Weaver's Ridge are shown underlined.

Improvements and/or revised lane configurations by the development are shown in **bold**.

1. Level of service for major-street left-turn movement
2. Level of service for minor-street approach.

Capacity analysis of 2022 existing traffic conditions indicates that the major-street left-turn movement on NC 96 (Zebulon Road) are expected to operate at LOS A during the weekday AM and PM peak hours and that the minor-street approach of Glory Road are expected to operate at LOS C during the weekday AM and PM peak hours.

Under future traffic conditions, the Weaver's Ridge development is expected to construct the westbound approach of this intersection and provide a dedicated northbound right-turn lane on NC 96 (Zebulon Road). Under 2025 no-build and 2025 build traffic conditions, the major-street left-turn movement on NC 96 (Zebulon Road) are expected to operate at LOS A during the weekday AM and PM peak hours. The eastbound minor-street approach of Glory Road is expected to operate at LOS D during the weekday AM peak hour and at LOS E/F during the weekday PM peak hour. The westbound minor-street approach of Weaver's Ridge Site Drive is expected to operate at LOS F during both the weekday AM and PM peak hours.

Per the Town's UDO, if a site access operates at LOS D or worse, additional site access points may need to be considered. It should be noted that the proposed Weaver's Pointe development has interconnectivity with the northern section of the Weaver's Pond development which two (2) site access points along Pippin Road. Drivers will likely use an alternative site access if they experience significant delay at the more convenient site access.



In order to meet the Town’s UDO, improvements must be identified to improve the intersection to an acceptable level-of-service. Signalization and/or additional capacity along NC 96 (Zebulon Road) would be necessary for significant improvement at the intersection. A traffic signal was considered at this intersection and 2025 build peak hour traffic volumes were analyzed utilizing the criteria contained in the *Manual on Uniform Traffic Control Devices* (MUTCD). A traffic signal was warranted during both the weekday AM and PM peak hours under 2025 build traffic conditions; however, it is not expected that this intersection would satisfy the 8-hour and 4-hour warrants, which NCDOT favors for installation of a traffic signal. These longer period warrants are not typically met for residential and school areas due to the distinct peak traffic periods for these types of development. For these reasons, signalization is not recommended at this intersection. A traffic signal was analyzed at the intersection to meet the Town’s UDO requirements. With a signal, the intersection is expected to operate at LOS D with all approaches operating at LOS D or better during the weekday AM and PM peak hours.

Based on a review of SimTraffic simulations, queues for the westbound minor-street approach are expected to be fairly minor and excessive queuing is not expected on this approach upon buildout of the proposed development without signalization. Therefore, no improvements are recommended at this intersection by the proposed development.

Table 6: Analysis Summary of Pippin Road and Pearces Road

ANALYSIS SCENARIO	A P P R O A C H	LANE CONFIGURATIONS	WEEKDAY AM PEAK HOUR LEVEL OF SERVICE		WEEKDAY PM PEAK HOUR LEVEL OF SERVICE	
			Approach	Overall (seconds)	Approach	Overall (seconds)
2022 Existing Conditions	EB	1 LT-TH-RT	B ²	N/A	C ²	N/A
	WB	1 LT-TH-RT	B ²		C ²	
	NB	1 LT-TH-RT	A ¹		A ¹	
	SB	1 LT-TH-RT	A ¹		A ¹	
2025 No-Build Conditions	EB	1 LT-TH-RT	C ²	N/A	C ²	N/A
	WB	1 LT-TH-RT	C ²		C ²	
	NB	1 LT-TH-RT	A ¹		A ¹	
	SB	1 LT-TH-RT	A ¹		A ¹	
2025 Build Conditions	EB	1 LT-TH-RT	C ²	N/A	D ²	N/A
	WB	1 LT-TH-RT	C ²		C ²	
	NB	1 LT-TH-RT	A ¹		A ¹	
	SB	1 LT-TH-RT	A ¹		A ¹	

1. Level of service for major-street left-turn movement.
2. Level of service for minor-street approach.

Capacity analysis of 2022 existing, 2025 no-build, and 2025 build traffic conditions indicates that the major-street left-turn movements on Pearces Road are expected to operate at LOS A during the weekday AM and PM peak hours and that the minor-street approaches of Pippin Road are expected to operate at LOS D or better during the weekday AM and PM peak hours under all analysis scenarios. Due to the expected acceptable operation of this intersection upon buildout of the proposed development, no improvements are recommended at this intersection by the development.

Attachment 1
CZ 2023-02

Recommendations

Based on the findings of this study, the planned future geometric improvements committed by other developments are expected to accommodate future traffic conditions upon buildout of the proposed development. See a more detailed description of the recommended improvements below. Refer to the attachments for an illustration of the committed roadway improvements by other developments and future lane configurations expected within the study area.

Improvements by Weaver’s Ridge

NC 96 (Zebulon Road) and Glory Road / Weaver’s Ridge Site Drive

- Provide site access via westbound approach with one ingress lane and two egress lanes striped as one left-turn lane and one shared through/right-turn lane.
- Provide designated northbound right-turn lane with at least 100 feet of storage and appropriate decel and taper.
- Provide designated southbound left-turn lane with at least 50 feet of storage and appropriate decel and taper.
- Monitor intersection for signalization

Improvements by Weaver’s Pointe

NC 96 (Zebulon Road) and Glory Road / Weaver’s Ridge Site Drive

- Monitor intersection for signalization.

Attachment 1
CZ 2023-02

Findings and Summary

Based on the findings of this study, specific geometric improvements have been identified and are recommended to accommodate future traffic conditions and to mitigate the development’s proportional impact on the surround transportation network.

If you should have any questions, please feel free to contact me at (919) 872-5115.

Sincerely,



Caroline Cheeves, P.E.
Traffic Engineering Project Manager
Infrastructure Consulting Services, Inc.
dba

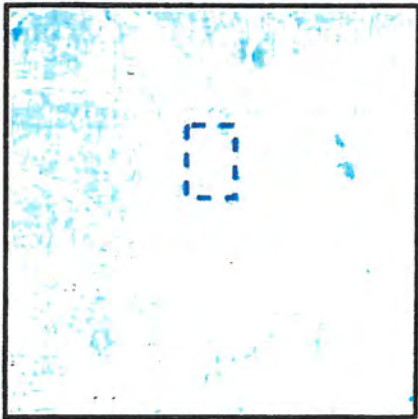
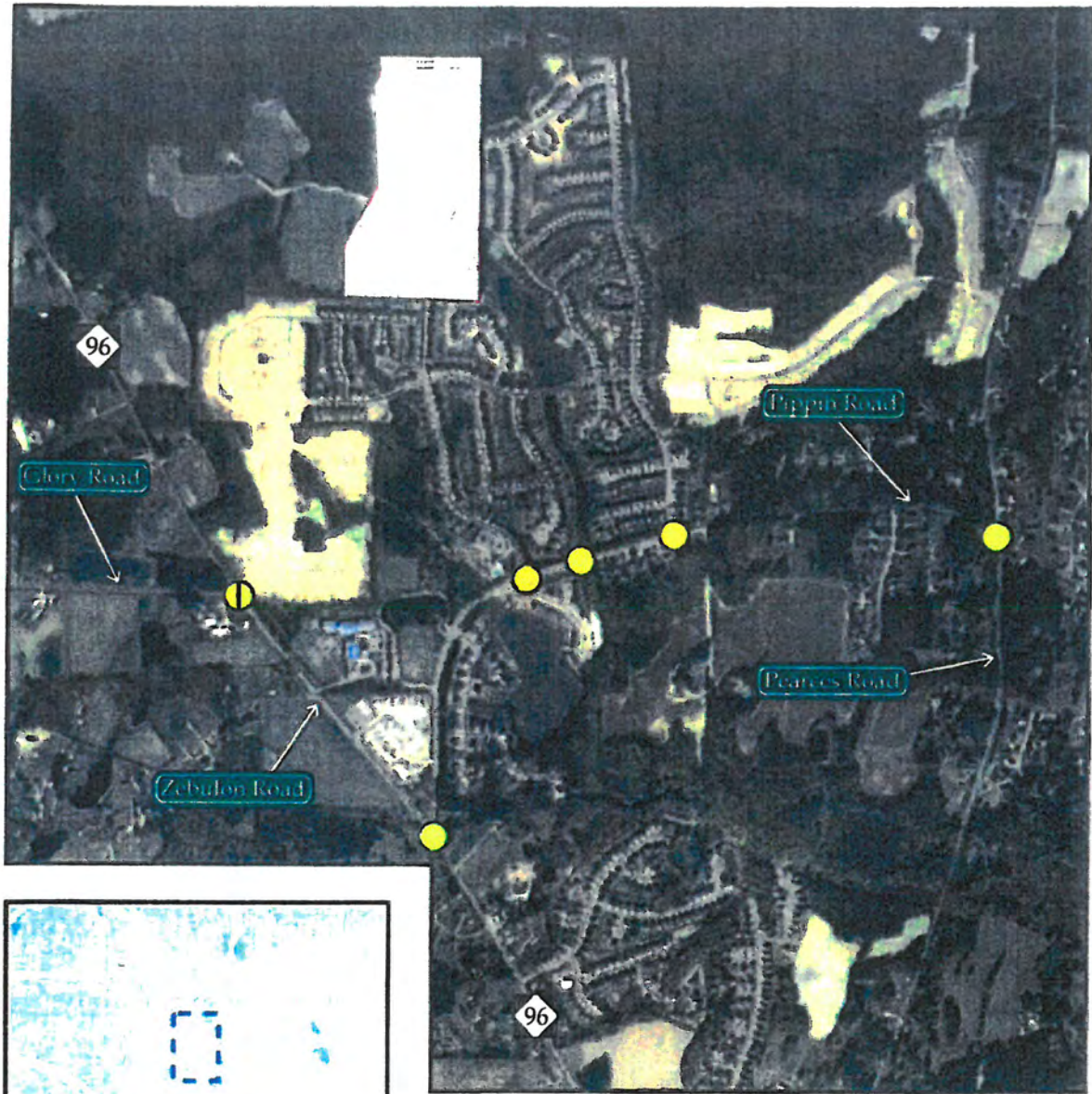
Ramey Kemp Associates
License # F-1489



- Attachments:
- Figures
 - Traffic Counts
 - Adjacent Development Information
 - Synchro Reports
 - MUTCD Signal Warrant Analysis


Attachment 1, CZ 2023-02 - REVISED Traffic Counts

Intersection	Approach	TIA 2022 Volumes		3/23/2023		Difference		Percentages	
		AM	PM	AM	PM	AM	PM	AM	PM
Pippin Rd & NC 96	SB	624	607	414	578	-210	-29	-34%	-5%
	WB	270	218	217	147	-53	-71	-20%	-33%
	NB	497	776	510	644	13	-132	3%	-17%
	EB	0	0	0	0	0	0		
	Total	1391	1601	1141	1369	-250	-232	-18%	-14%
NC 96 & Glory Rd	SB	619	604	334	548	-285	-56	-46%	-9%
	WB	0	0	32	18	32	18		
	NB	452	617	500	438	48	-179	11%	-29%
	EB	5	4	4	9	-1	5	-20%	125%
	Total	1076	1225	870	1013	-206	-212	-19%	-17%
Pearces Rd & Pippin Rd	SB	346	256	237	175	-109	-81	-32%	-32%
	WB	79	96	83	112	4	16	5%	17%
	NB	82	349	130	275	48	-74	59%	-21%
	EB	106	87	65	83	-41	-4	-39%	-5%
	Total	613	788	515	645	-98	-143	-16%	-18%




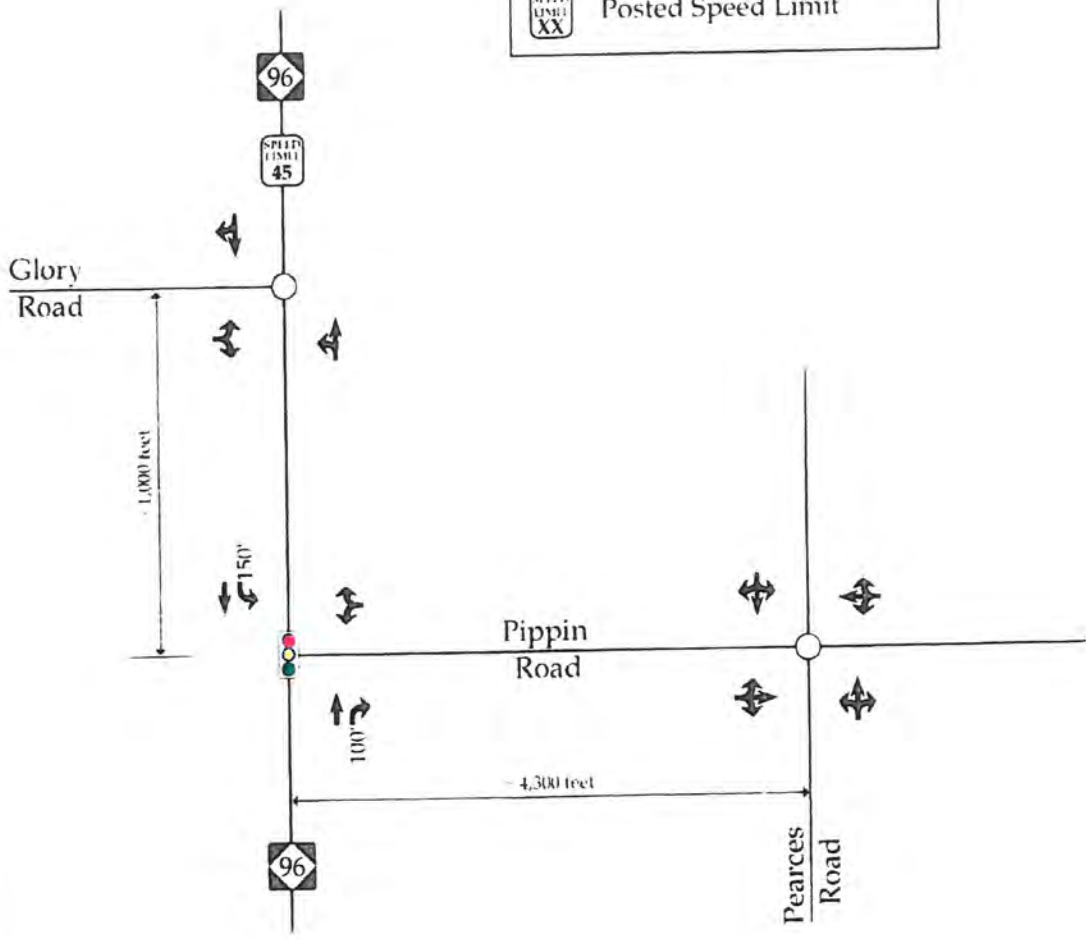
LEGEND

- Study Intersection
- Proposed Site Access
- Study Area

	Weaver's Point Zebulon, NC	Site Location Map	
		Scale: Not to Scale	

LEGEND

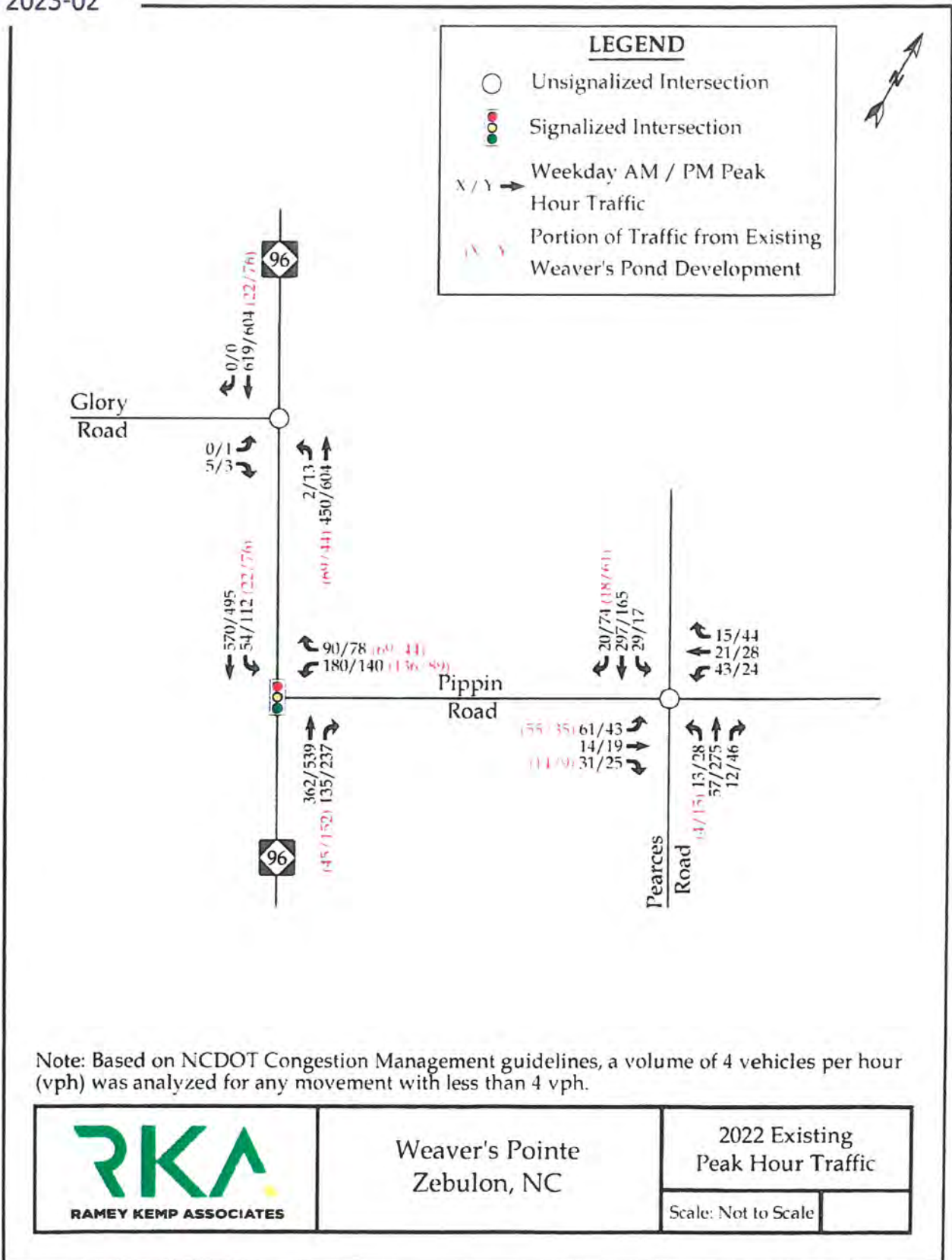
- Unsignalized Intersection
- ➔ Existing Lane
- x Storage (In Feet)
-  Posted Speed Limit



Weaver's Pointe
Zebulon, NC

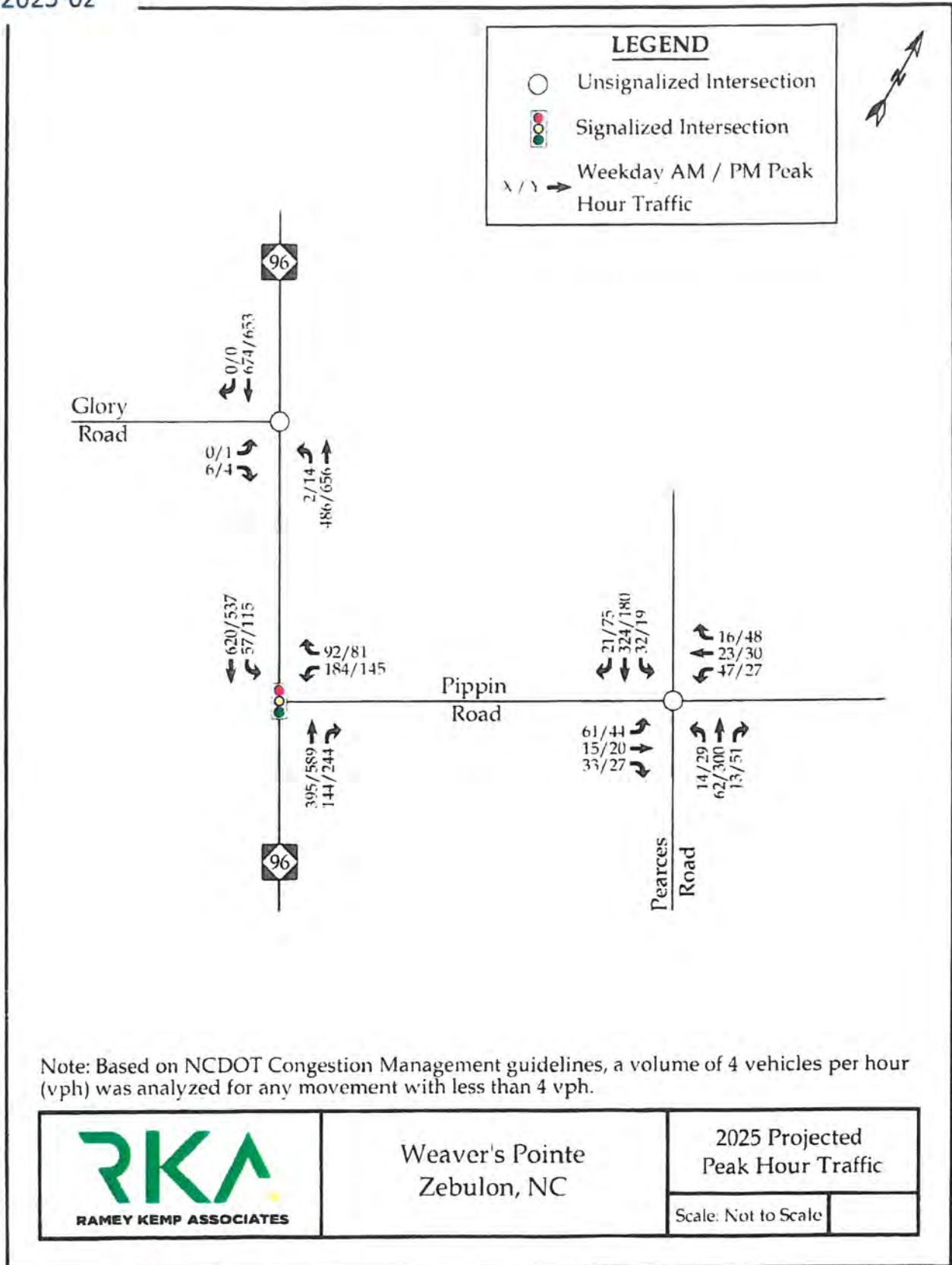
2022 Existing
Lane Configurations

Scale: Not to Scale



Note: Based on NCDOT Congestion Management guidelines, a volume of 4 vehicles per hour (vph) was analyzed for any movement with less than 4 vph.

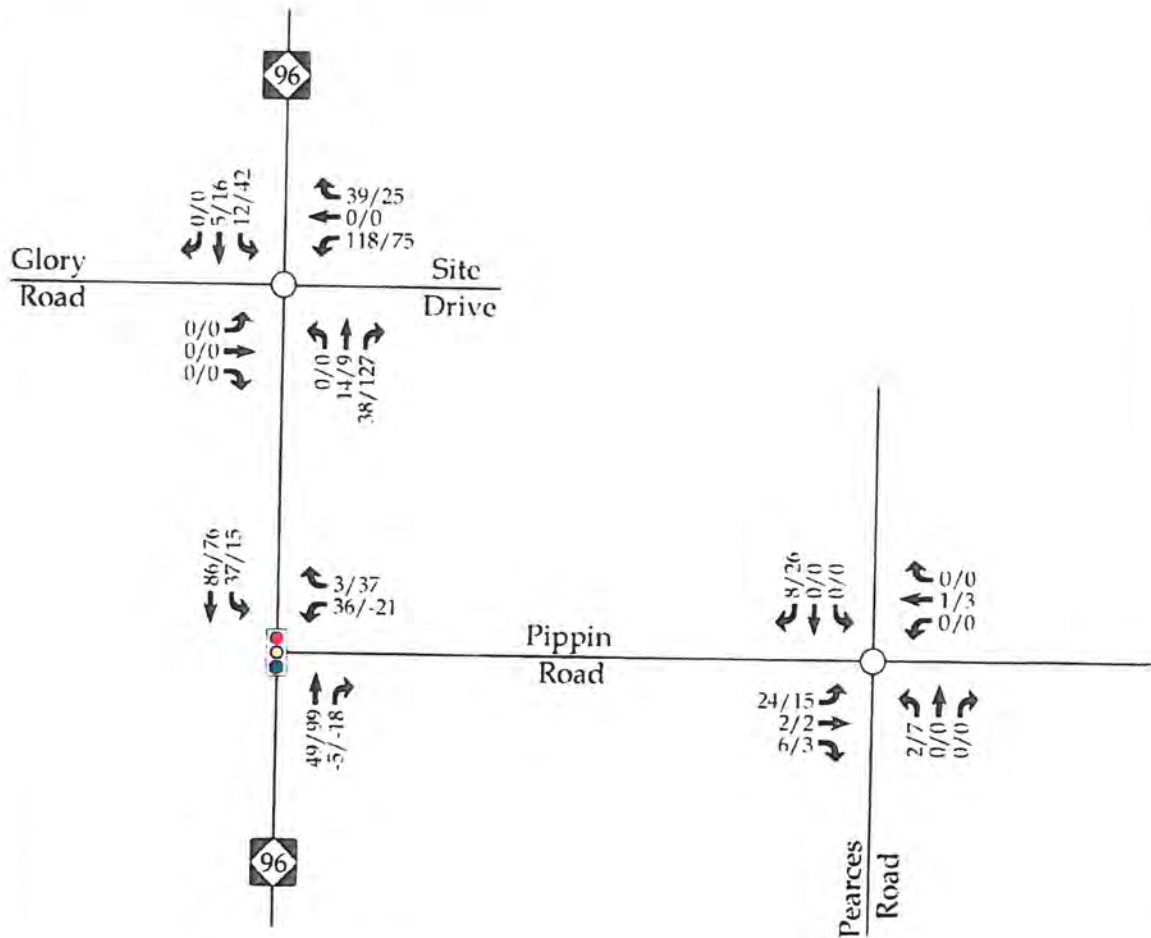
	Weaver's Pointe Zebulon, NC	2022 Existing Peak Hour Traffic	
		Scale: Not to Scale	



LEGEND

- Unsignalized Intersection
- 🚦 Signalized Intersection
- X / Y → Weekday AM / PM Peak Hour Adjacent Development Trips

*Note: Negative numbers are the result of rerouted Weaver's Pond traffic with the addition of the Weaver's Ridge site driveway on NC 96

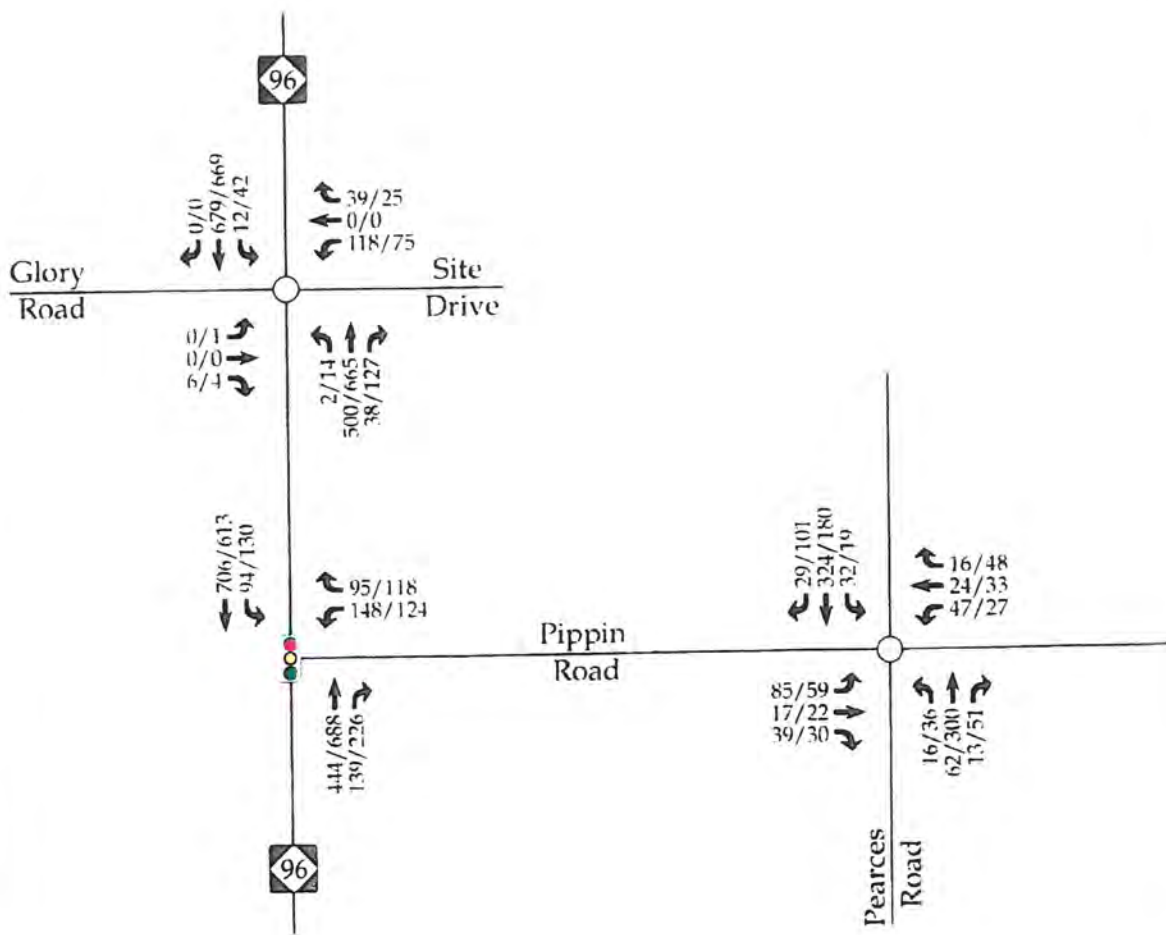


	Weaver's Pointe Zebulon, NC	Peak Hour Adjacent Development Trips	
		Scale: Not to Scale	[]


Attachment 1
CZ 2023-02

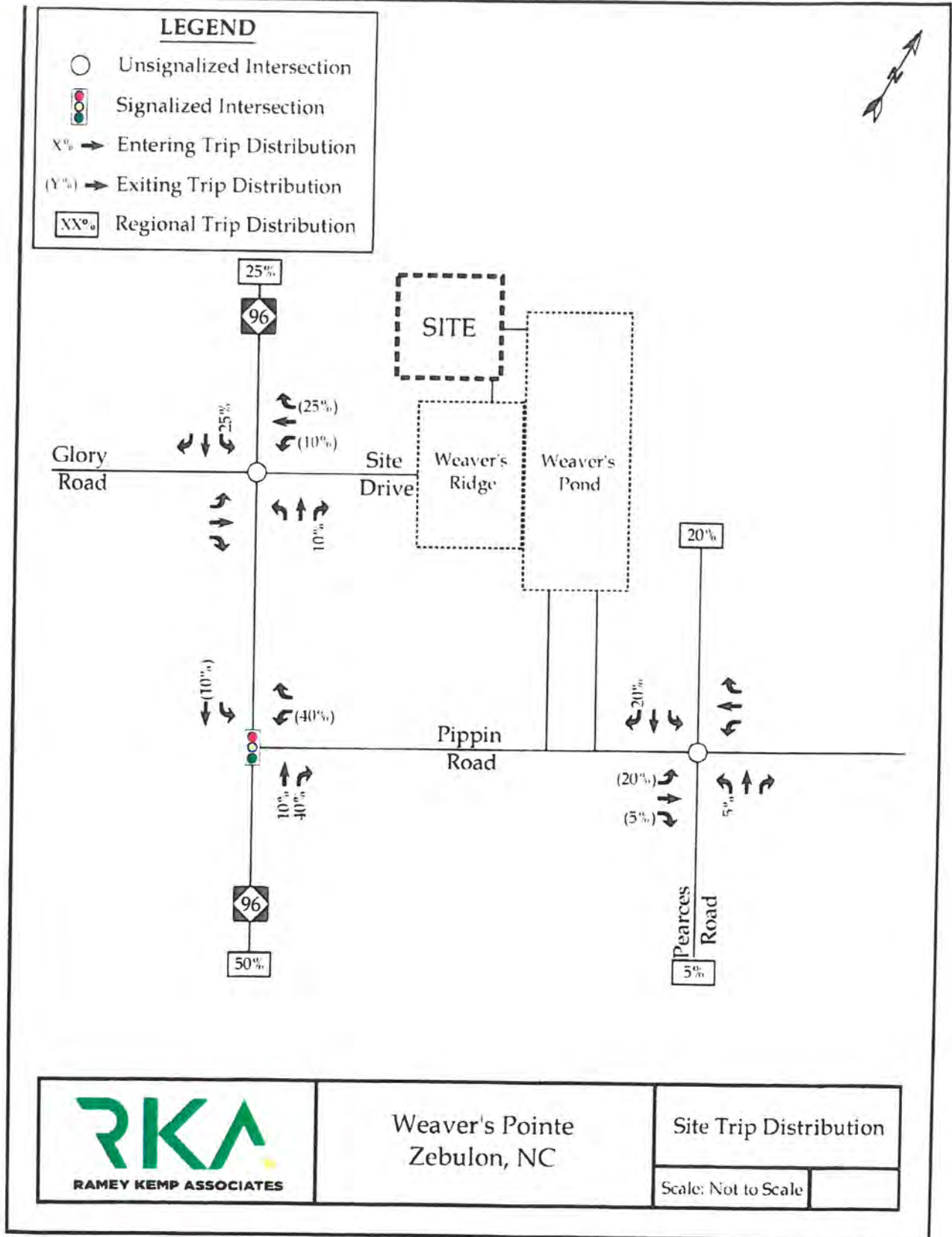
LEGEND

- Unsignalized Intersection
- ◫ Signalized Intersection
- X / Y → Weekday AM / PM Peak Hour Traffic



Note: Based on NCDOT Congestion Management guidelines, a volume of 4 vehicles per hour (vph) was analyzed for any movement with less than 4 vph.

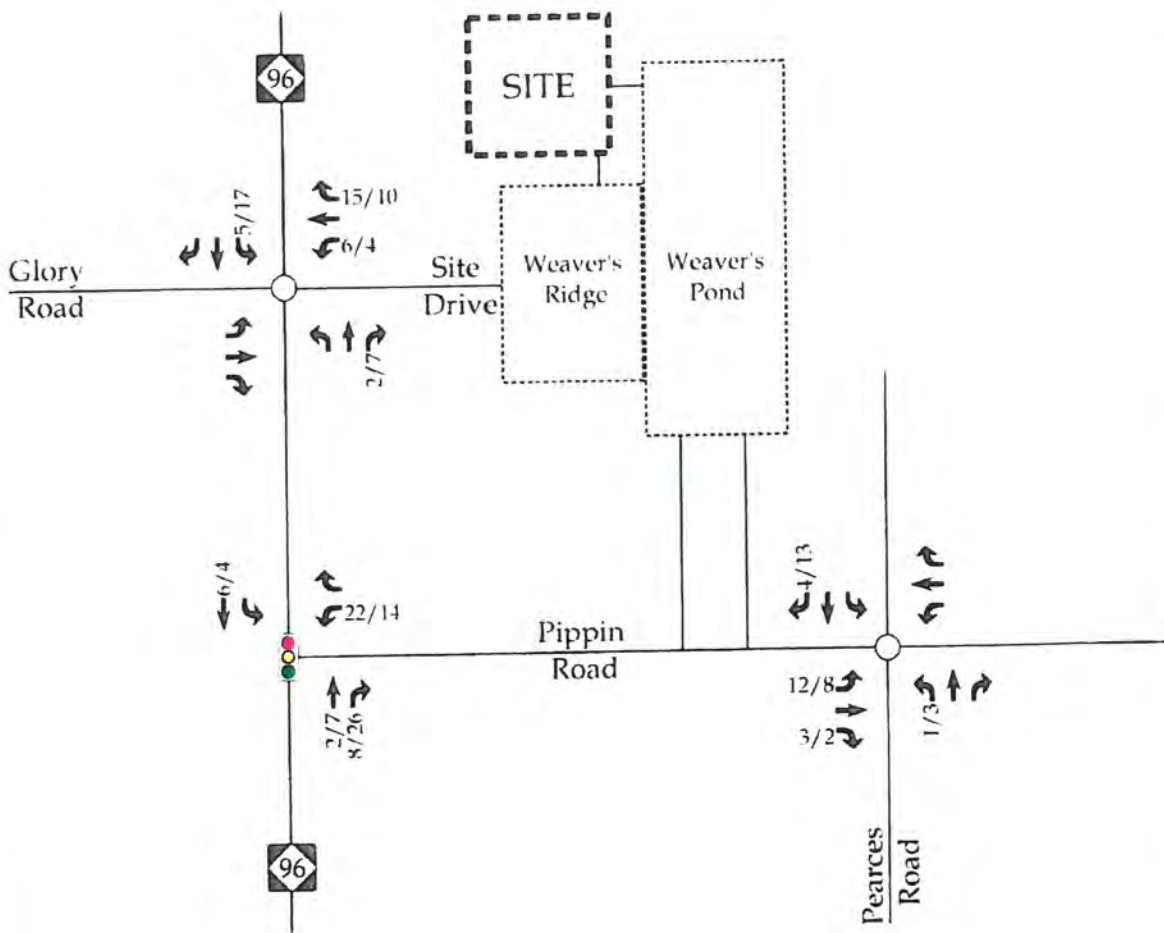
	Weaver's Pointe Zebulon, NC	2025 No-Build Peak Hour Traffic	
		Scale: Not to Scale	




Attachment 1
CZ 2023-02

LEGEND

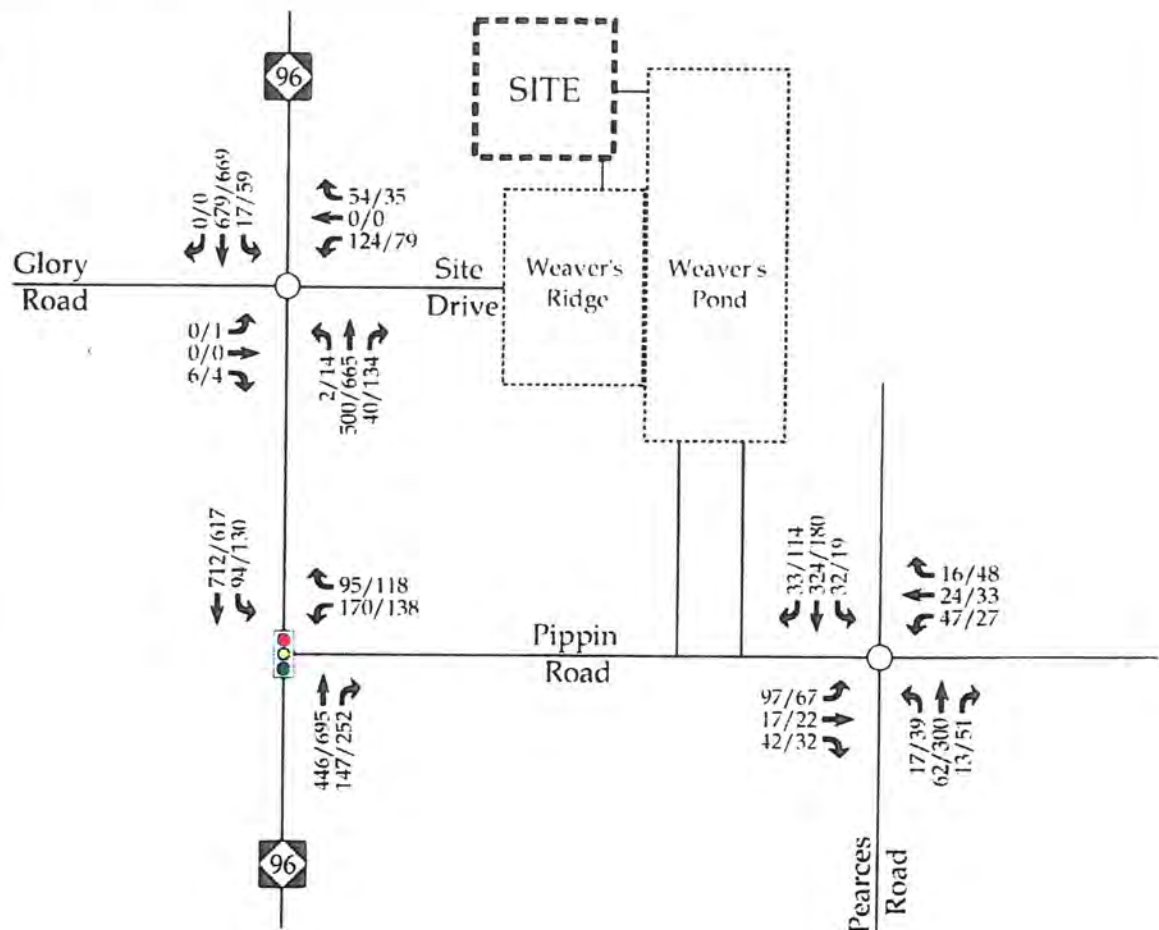
- Unsignalized Intersection
- ⬆️⬆️⬆️ Signalized Intersection
- X / Y → Weekday AM / PM Peak Hour Site Trips



	Weaver's Pointe Zebulon, NC	Site Trip Assignment	
		Scale: Not to Scale	

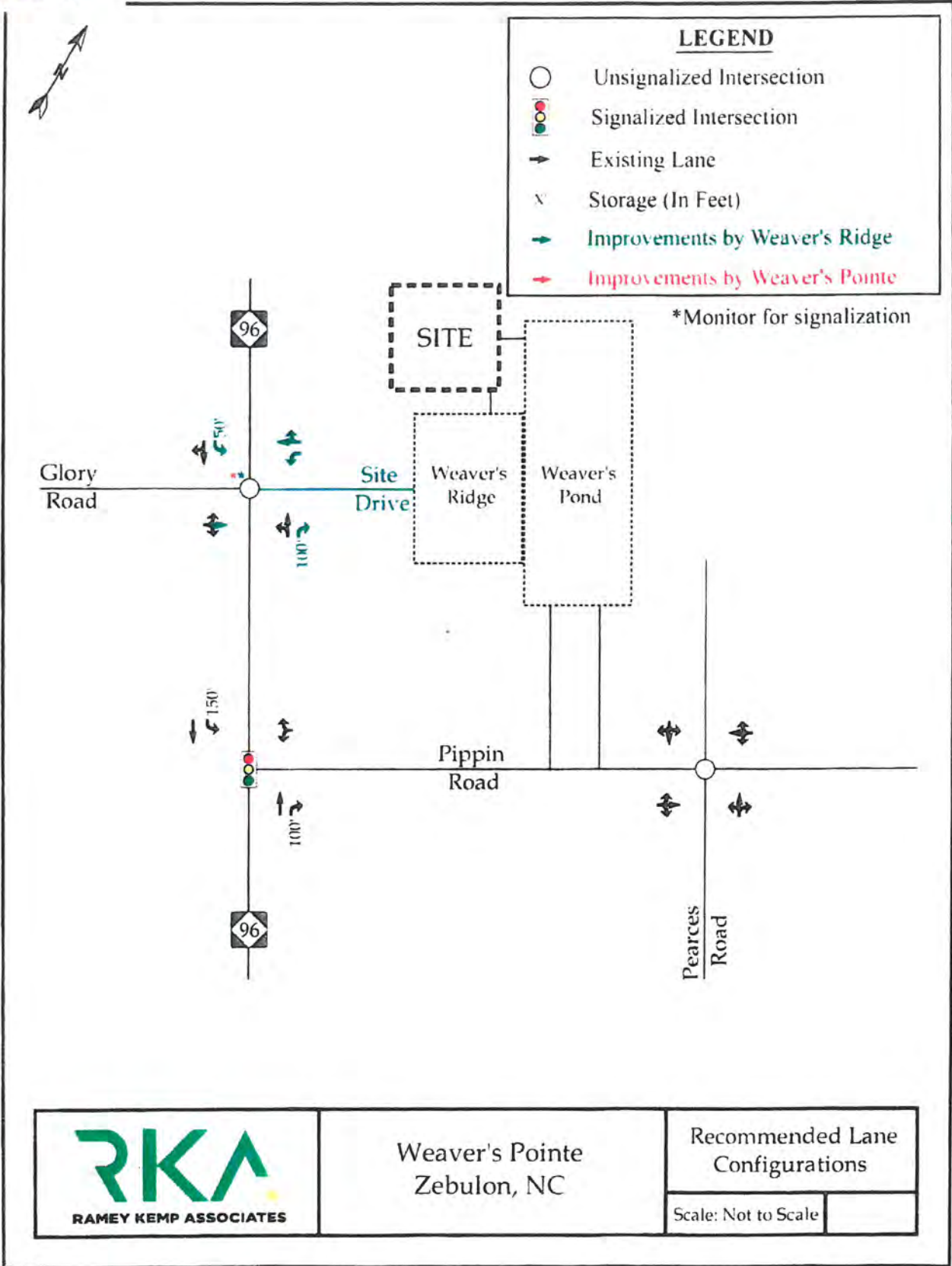
LEGEND

- Unsignalized Intersection
- 🚦 Signalized Intersection
- X / Y → Weekday AM / PM Peak Hour Traffic



Note: Based on NCDOT Congestion Management guidelines, a volume of 4 vehicles per hour (vph) was analyzed for any movement with less than 4 vph.

	Weaver's Pointe Zebulon, NC	2025 Build Peak Hour Traffic	
		Scale: Not to Scale	



Weaver's Pointe
Zebulon, NC

Recommended Lane
Configurations

Scale: Not to Scale



5808 Faringdon Place, Suite 100
Raleigh, NC 27609
PH: 919 872-5115

File Name : NC 96 and Pippin Road
Site Code : 00083017
Start Date : 8/30/2017
Page No : 1

Groups Printed- Cars & Trucks

Start Time	Pippin Road From North					NC 96 From East					From South					NC 96 From West							
	Right	Thru	Left	Trucks		Right	Thru	Left	Trucks		Right	Thru	Left	Trucks		Right	Thru	Left	Trucks				
06 00 AM	3	0	4	0	7	1	50	0	2	51	0	0	0	0	0	0	41	1	8	42	10	100	110
06 15 AM	3	0	3	0	6	5	55	0	0	60	0	0	0	0	0	0	52	0	2	52	2	118	120
06 30 AM	1	0	12	0	13	3	84	0	3	87	0	0	0	0	0	0	82	2	1	84	4	184	188
06 45 AM	6	2	17	1	25	6	90	0	3	96	0	0	0	0	0	0	91	1	4	92	8	213	221
Total	13	2	36	1	51	15	279	0	8	294	0	0	0	0	0	0	266	4	15	270	24	615	639
07 00 AM	9	0	22	0	31	16	70	3	1	89	0	0	0	0	0	0	81	8	6	89	7	209	216
07 15 AM	11	0	21	0	32	6	75	0	0	81	0	0	0	0	0	0	71	4	2	75	2	188	190
07 30 AM	5	0	14	0	19	22	89	1	3	112	0	0	0	0	0	0	121	6	1	127	4	258	262
07 45 AM	5	0	7	0	12	9	62	0	3	71	0	0	0	0	0	0	152	6	5	158	8	241	249
Total	30	0	64	0	94	53	296	4	7	353	0	0	0	0	0	0	425	24	14	449	21	896	917
08 00 AM	4	0	8	0	12	20	86	0	5	106	0	0	0	0	0	0	107	8	8	115	13	233	246
08 15 AM	4	0	9	0	13	27	70	0	2	97	0	0	0	0	0	0	89	8	5	97	7	207	214
08 30 AM	4	0	9	0	13	27	57	0	2	84	0	0	0	0	0	0	86	16	5	102	7	199	206
08 45 AM	4	0	16	1	20	38	62	0	4	100	0	0	0	0	0	0	72	11	4	83	9	203	212
Total	16	0	42	1	58	112	275	0	13	387	0	0	0	0	0	0	354	43	22	397	36	842	878
09 00 AM	8	1	70	0	79	50	56	0	9	106	0	0	0	0	0	0	77	11	6	88	15	273	288
09 15 AM	9	0	34	0	43	17	43	0	1	60	0	0	0	0	0	0	80	12	4	92	5	195	200
09 30 AM	5	0	13	0	18	13	64	0	4	77	0	0	0	0	0	0	56	3	4	59	8	154	162
09 45 AM	3	0	4	0	7	7	45	0	6	52	0	0	0	0	0	0	72	1	5	73	11	132	143
Total	25	1	121	0	147	87	208	0	20	295	0	0	0	0	0	0	285	27	19	312	39	754	793
10 00 AM	4	0	6	1	10	10	40	0	3	50	0	0	0	0	0	0	55	4	4	59	8	119	127
10 15 AM	4	0	6	0	10	4	54	0	3	58	0	0	0	0	0	0	36	2	4	38	7	106	113
10 30 AM	7	0	13	0	20	4	48	0	3	52	0	0	0	0	0	0	56	4	1	60	4	132	136
10 45 AM	6	0	6	0	12	6	45	0	6	51	0	0	0	0	0	0	54	5	2	59	8	122	130
Total	21	0	31	1	52	24	187	0	15	211	0	0	0	0	0	0	201	15	11	216	27	479	506
11 00 AM	0	0	9	0	9	9	43	0	3	52	0	0	0	0	0	0	54	6	5	60	8	121	129
11 15 AM	2	0	7	1	9	7	43	0	4	50	0	0	0	0	0	0	52	6	3	58	8	117	125
11 30 AM	5	0	12	1	17	9	45	0	2	54	0	0	0	0	0	0	49	3	2	52	5	123	128
11 45 AM	4	0	10	0	14	10	45	0	4	55	0	0	0	0	0	0	42	3	6	45	10	114	124
Total	11	0	38	2	49	35	176	0	13	211	0	0	0	0	0	0	197	18	16	215	31	475	506
12 00 PM	3	0	10	2	13	12	52	0	5	64	0	0	0	0	0	0	50	1	3	51	10	128	138
12 15 PM	6	0	10	1	16	9	65	0	5	74	0	0	0	0	0	0	48	3	2	51	8	141	149
12 30 PM	3	0	12	0	15	13	50	0	3	63	0	0	0	0	0	0	44	4	3	48	6	126	132
12 45 PM	3	0	12	0	15	11	46	0	3	57	0	0	0	0	0	0	43	0	3	43	6	115	121
Total	15	0	44	3	59	45	213	0	16	258	0	0	0	0	0	0	185	8	11	193	30	510	540



5808 Faringdon Place, Suite 100
Raleigh, NC 27609
PH. 919 872-5115

File Name : NC 96 and Pippin Road
Site Code : 00083017
Start Date : 8/30/2017
Page No : 2

Groups Printed- Cars & Trucks

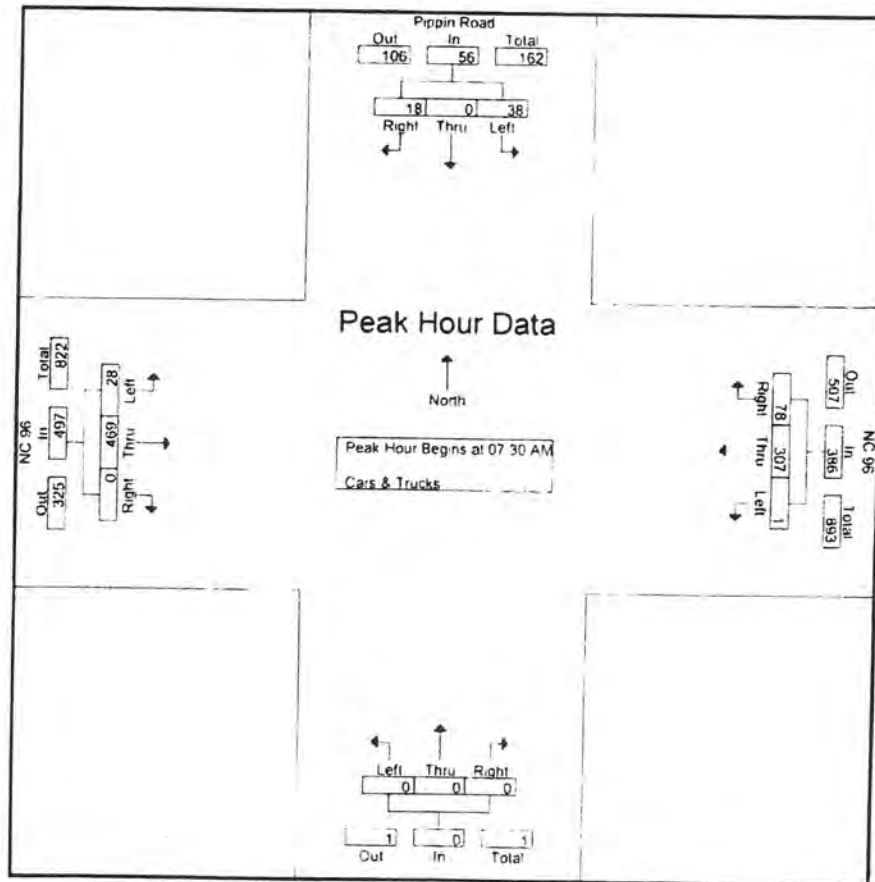
Start Time	Pippin Road From North				NC 96 From East				From South				NC 96 From West				Total	Total	Total				
	Right	Thru	Left	TRUCKS	Right	Thru	Left	TRUCKS	Right	Thru	Left	TRUCKS	Right	Thru	Left	TRUCKS							
01 00 PM	5	0	2	0	7	3	59	0	4	62	0	0	0	0	0	0	54	3	5	57	9	126	135
01 15 PM	3	0	5	1	8	3	62	0	2	65	0	0	0	0	0	0	48	5	6	53	9	126	135
01 30 PM	1	0	5	1	6	16	73	0	12	89	0	0	0	0	0	0	56	3	2	59	15	154	169
01 45 PM	3	0	5	0	8	6	61	0	6	67	0	0	0	0	0	0	36	5	5	41	11	116	127
Total	12	0	17	2	29	28	255	0	24	283	0	0	0	0	0	0	194	16	18	210	44	522	566
02 00 PM	3	0	11	1	14	9	78	0	6	87	0	0	0	0	0	0	65	4	4	69	11	170	181
02 15 PM	6	0	8	0	14	7	63	0	5	70	0	0	0	0	0	0	72	3	6	75	11	159	170
02 30 PM	6	0	6	1	12	5	71	0	3	76	0	0	0	0	0	0	67	3	8	70	12	158	170
02 45 PM	8	0	8	1	16	12	79	0	2	91	0	0	0	0	0	0	89	3	7	92	10	199	209
Total	23	0	33	3	56	33	291	0	16	324	0	0	0	0	0	0	293	13	25	306	44	686	730
03 00 PM	5	0	10	0	15	15	82	0	1	97	0	0	0	0	0	0	68	7	3	75	4	187	191
03 15 PM	2	0	12	1	14	31	93	0	4	124	0	0	0	0	0	0	79	5	6	84	11	222	233
03 30 PM	6	0	9	0	15	26	77	0	3	103	0	0	0	0	0	0	79	6	7	85	10	203	213
03 45 PM	6	0	25	1	31	20	75	0	1	95	0	0	0	0	0	0	72	6	0	78	2	204	206
Total	19	0	56	2	75	92	327	0	9	419	0	0	0	0	0	0	298	24	16	322	27	816	843
04 00 PM	12	0	48	1	60	17	90	0	4	107	0	0	0	0	0	0	97	9	7	106	12	273	285
04 15 PM	4	0	11	0	15	12	114	0	2	126	0	0	0	0	0	0	90	4	5	94	7	235	242
04 30 PM	11	0	18	1	29	9	119	0	4	128	0	0	0	0	0	0	81	6	2	87	7	244	251
04 45 PM	8	0	20	0	28	11	123	0	2	134	0	0	0	0	0	0	73	10	3	83	5	245	250
Total	35	0	97	2	132	49	446	0	12	495	0	0	0	0	0	0	341	29	17	370	31	997	1028
05 00 PM	4	0	4	0	8	13	94	0	4	107	0	0	0	0	0	0	83	6	2	89	6	204	210
*** BREAK ***																							
05 30 PM	4	0	7	1	11	18	125	0	1	143	0	0	0	0	0	0	95	6	1	101	3	255	258
05 45 PM	12	0	14	0	26	24	125	0	3	149	0	0	0	0	0	0	127	9	1	136	4	311	315
Total	20	0	25	1	45	55	344	0	8	399	0	0	0	0	0	0	305	21	4	326	13	770	783
06 00 PM	7	0	10	0	17	18	107	0	0	125	0	0	0	0	0	0	95	8	3	103	3	245	248
06 15 PM	6	0	13	2	19	13	108	0	3	121	0	0	0	0	0	0	76	8	2	84	7	224	231
06 30 PM	7	0	7	0	14	9	86	0	2	95	0	0	0	0	0	0	104	4	1	108	3	217	220
*** BREAK ***																							
Total	20	0	30	2	50	40	301	0	5	341	0	0	0	0	0	0	275	20	6	295	13	686	699
Grand Total	260	3	634	20	897	668	3591	4	166	4270	0	0	0	0	0	0	3615	262	194	3881	380	9048	9428
Approch %	29	0.3	70.7			15.6	84.3	0.1			0	0	0	0	0	0	53.2	6.8			4	96	
Total %	2.9	0	7		9.9	7.4	35.6	0		47.2	0	0	0	0	0	0	40	2.9		42.9	4	96	



5808 Faringdon Place, Suite 100
Raleigh, NC 27609
PH: 919 872-5115

File Name : NC 96 and Pippin Road
Site Code : 00083017
Start Date : 8/30/2017
Page No : 3

Start Time	Pippin Road From North				NC 96 From East				From South				NC 96 From West				Int. Total
	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	
Peak Hour Analysis From 06:00 AM to 11:45 AM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:30 AM																	
07:30 AM	5	0	14	19	22	89	1	112	0	0	0	0	0	121	6	127	258
07:45 AM	5	0	7	12	9	62	0	71	0	0	0	0	0	152	6	158	241
08:00 AM	4	0	8	12	20	86	0	106	0	0	0	0	0	107	8	115	233
08:15 AM	4	0	9	13	27	70	0	97	0	0	0	0	0	89	8	97	207
Total Volume	18	0	38	56	78	307	1	386	0	0	0	0	0	469	28	497	939
% App. Total	32.1	0	67.9		20.2	79.5	0.3		0	0	0	0	0	94.4	5.6		
PHF	900	000	679	737	722	862	250	862	000	000	000	000	000	771	875	786	910

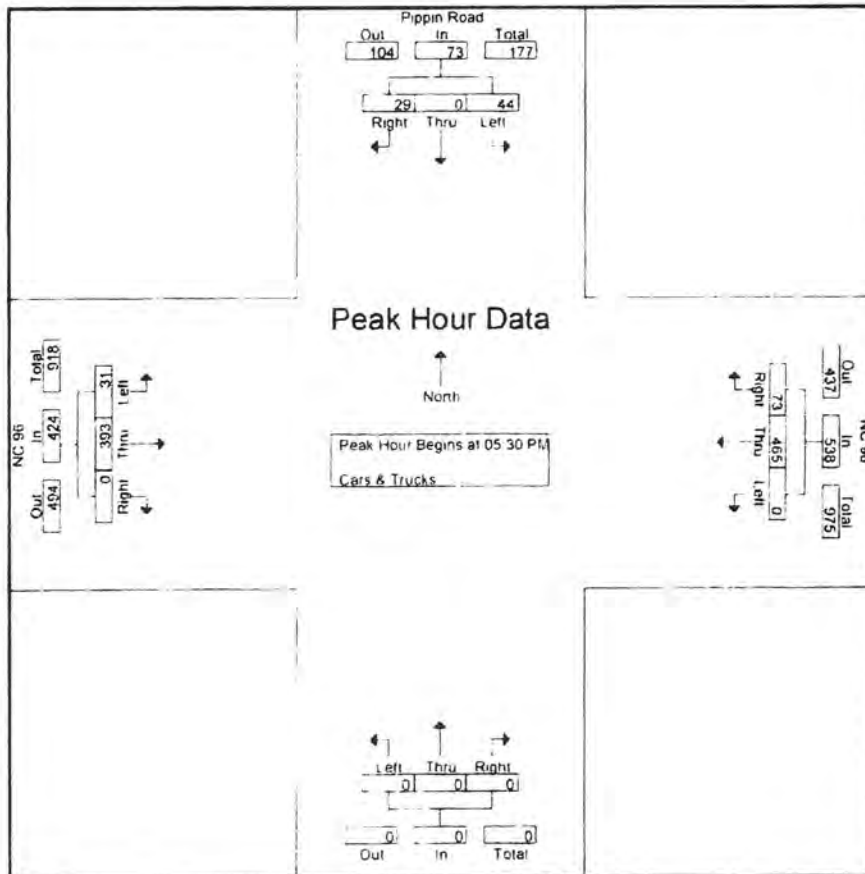




5808 Faringdon Place, Suite 100
Raleigh, NC 27609
PH: 919 872-5115

File Name : NC 96 and Pippin Road
Site Code : 00083017
Start Date : 8/30/2017
Page No : 4

Start Time	Pippin Road From North				NC 96 From East				From South				NC 96 From West				
	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Int. Total
Peak Hour Analysis From 12:00 PM to 06:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 05:30 PM																	
05:30 PM	4	0	7	11	18	125	0	143	0	0	0	0	0	95	6	101	255
05:45 PM	12	0	14	26	24	125	0	149	0	0	0	0	0	127	9	136	311
06:00 PM	7	0	10	17	18	107	0	125	0	0	0	0	0	95	8	103	245
06:15 PM	6	0	13	19	13	108	0	121	0	0	0	0	0	76	8	84	224
Total Volume	29	0	44	73	73	465	0	538	0	0	0	0	0	393	31	424	1035
% App. Total	39.7	0	60.3		13.6	86.4	0		0	0	0		0	92.7	7.3		
PHF	604	000	786	702	760	930	000	903	000	000	000	000	000	774	861	779	832





5808 Farringdon Place, Suite 100
Raleigh NC 27609
PH 919 872-5115

File Name : NC 96 and Glory Road
Site Code : 00041019
Start Date : 4/10/2019
Page No : 1

Groups Printed- Cars & Trucks

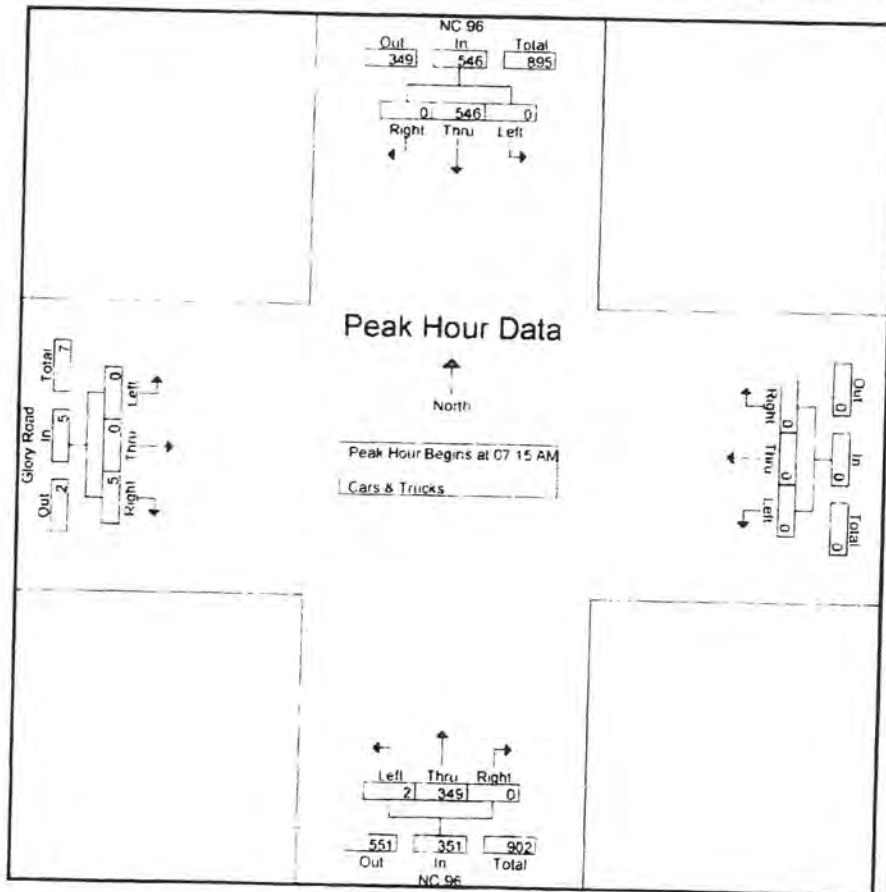
Start Time	NC 96 From North					From East					NC 96 From South					Glory Road From West					Total	Total	Total
	Right	Thru	Left	TRKS	App. Tot	Right	Thru	Left	TRKS	App. Tot	Right	Thru	Left	TRKS	App. Tot	Right	Thru	Left	TRKS	App. Tot			
07 00 AM	0	92	0	3	92	0	0	0	0	0	0	90	2	4	92	0	0	1	0	1	7	185	192
07 15 AM	0	114	0	5	114	0	0	0	0	0	0	107	0	2	107	1	0	0	0	1	7	222	229
07 30 AM	0	153	0	1	153	0	0	0	0	0	0	82	1	3	83	1	0	0	0	1	4	237	241
07 45 AM	0	151	0	6	151	0	0	0	0	0	0	83	0	4	83	2	0	0	0	2	10	236	246
Total	0	510	0	15	510	0	0	0	0	0	0	362	3	13	365	4	0	1	0	5	28	880	908
08 00 AM	0	128	0	4	128	0	0	0	0	0	0	77	1	1	78	1	0	0	0	1	5	207	212
08 15 AM	0	110	0	7	110	0	0	0	0	0	0	78	1	4	79	2	0	1	0	3	11	192	203
08 30 AM	1	78	0	5	79	0	0	0	0	0	0	85	1	4	86	2	0	0	0	2	9	167	176
*** BREAK ***																							
Total	1	316	0	16	317	0	0	0	0	0	0	240	3	9	243	5	0	1	0	6	25	566	591
*** BREAK ***																							
04 00 PM	0	89	0	1	89	0	0	0	0	0	0	98	0	1	98	2	0	0	0	2	2	189	191
04 15 PM	0	90	0	1	90	0	0	0	0	0	0	98	0	0	98	1	0	0	0	1	1	189	190
04 30 PM	0	95	0	4	95	0	0	0	0	0	0	117	1	1	118	2	0	0	0	2	5	215	220
04 45 PM	0	106	0	5	106	0	0	0	0	0	0	104	1	2	105	2	0	0	0	2	7	213	220
Total	0	380	0	11	380	0	0	0	0	0	0	417	2	4	419	7	0	0	0	7	15	806	821
05 00 PM	0	107	0	4	107	0	0	0	0	0	0	129	3	6	132	1	0	0	0	1	10	240	250
05 15 PM	0	119	0	3	119	0	0	0	0	0	0	100	1	1	101	1	0	0	0	1	4	221	225
05 30 PM	0	140	0	3	140	0	0	0	0	0	0	160	4	5	164	1	0	1	0	2	8	306	314
05 45 PM	0	117	0	2	117	0	0	0	0	0	0	121	4	0	125	0	0	0	0	0	2	242	244
Total	0	483	0	12	483	0	0	0	0	0	0	510	12	12	522	3	0	1	0	4	24	1009	1033
Grand Total	1	1689	0	34	1692	0	0	0	0	0	0	1529	20	38	1549	19	0	3	0	22	92	3251	3352
Apprch %	0.1	99.9	0			0	0	0				98.7	1.3		86.4	0	0	13.6					
Total %	0	51.8	0		51.8	0	0	0			0	46.9	0.6		47.5	0.6	0	0.1		0.7	2.7	97.3	



5808 Faringdon Place, Suite 100
Raleigh, NC 27609
PH 919 872-5115

File Name : NC 96 and Glory Road
Site Code : 00041019
Start Date : 4/10/2019
Page No : 2

Start Time	NC 96 From North				From East				NC 96 From South				Glory Road From West				Int. Total
	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	
Peak Hour Analysis From 07 00 AM to 11 45 AM : Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07 15 AM																	
07 15 AM	0	114	0	114	0	0	0	0	0	107	0	107	1	0	0	1	222
07 30 AM	0	153	0	153	0	0	0	0	0	82	1	83	1	0	0	1	237
07 45 AM	0	151	0	151	0	0	0	0	0	83	0	83	2	0	0	2	236
08 00 AM	0	128	0	128	0	0	0	0	0	77	1	78	1	0	0	1	207
Total Volume	0	546	0	546	0	0	0	0	0	349	2	351	5	0	0	5	902
% App. Total	0	100	0		0	0	0		0	99.4	0.6		100	0	0		
PHF	0.000	0.892	0.000	0.892	0.000	0.000	0.000	0.000	0.000	0.815	0.500	0.820	0.625	0.000	0.000	0.625	0.951

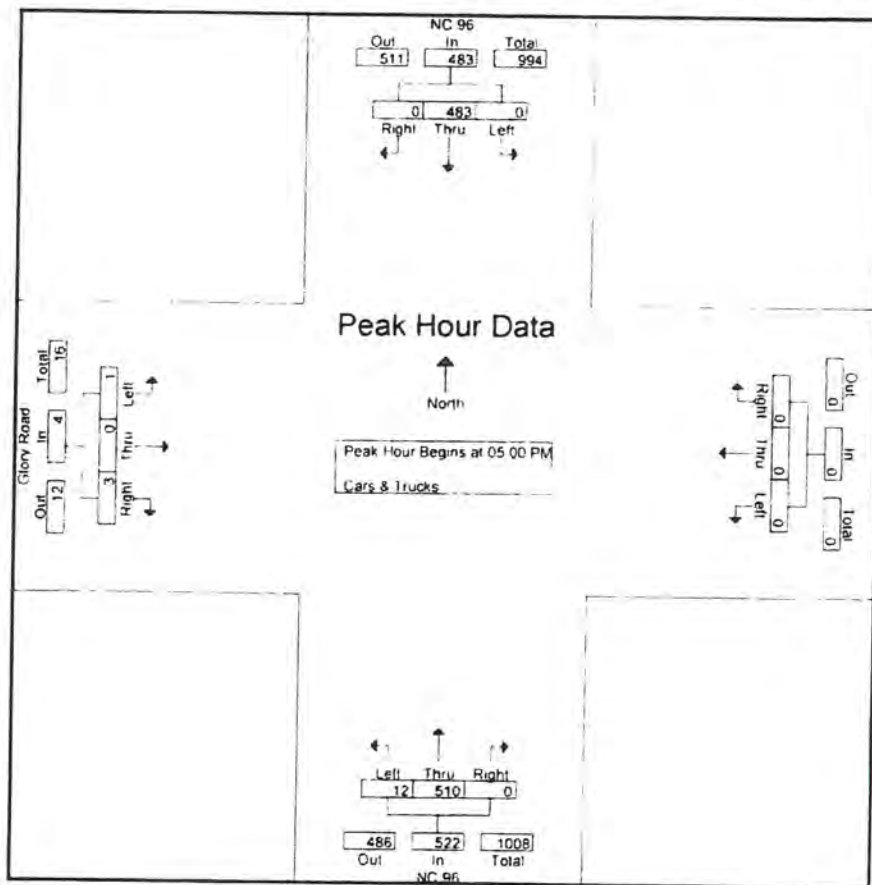




5808 Faringdon Place, Suite 100
Raleigh NC 27609
PH 919 872-5115

File Name : NC 96 and Glory Road
Site Code : 00041019
Start Date : 4/10/2019
Page No : 3

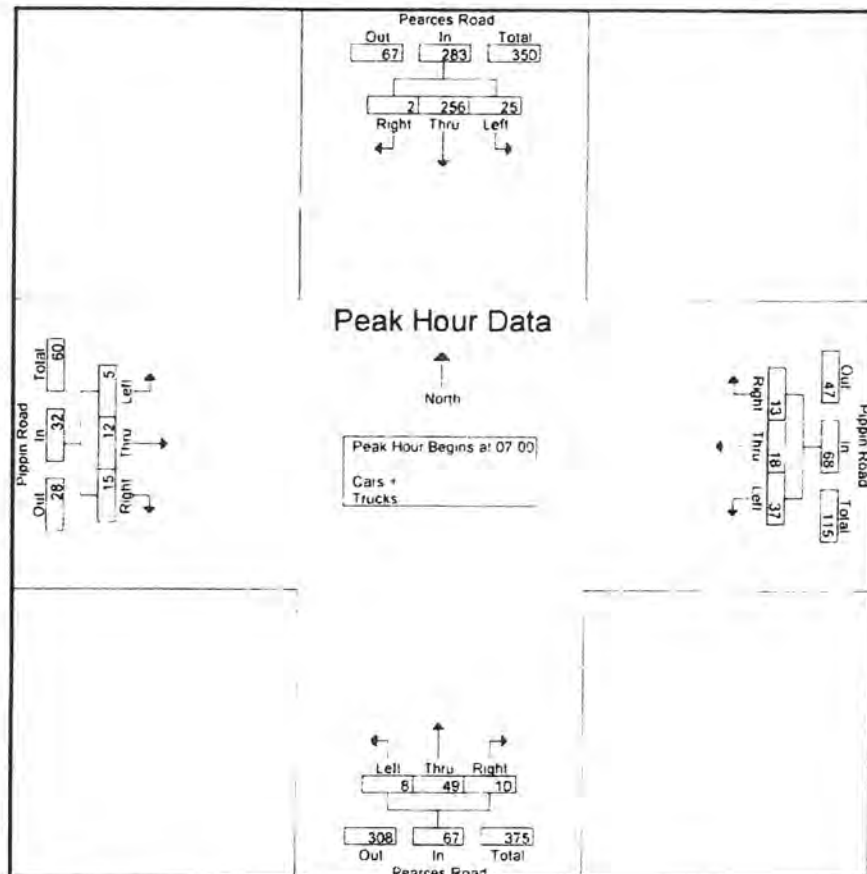
Start Time	NC 96 From North			From East			App Total	NC 96 From South			Glory Road From West			App Total	Int Total	
	Right	Thru	Left	Right	Thru	Left		Right	Thru	Left	Right	Thru	Left			
Peak Hour Analysis From 12 00 PM to 05 45 PM - Peak 1 of 1																
Peak Hour for Entire Intersection Begins at 05 00 PM																
05 00 PM	0	107	0	107	0	0	0	0	129	3	132	1	0	0	1	240
05 15 PM	0	119	0	119	0	0	0	0	100	1	101	1	0	0	1	221
05 30 PM	0	140	0	140	0	0	0	0	160	4	164	1	0	1	2	306
05 45 PM	0	117	0	117	0	0	0	0	121	4	125	0	0	0	0	242
Total Volume	0	483	0	483	0	0	0	0	510	12	522	3	0	1	4	1009
% App Total	0	100	0	100	0	0	0	0	97.7	2.3	99.7	75	0	25	100	1009
PHF	0.00	0.863	0.00	0.863	0.00	0.00	0.00	0.00	0.797	0.750	0.796	0.750	0.000	0.250	0.500	0.824



Burns Service Inc.
1202 Langdon Terrace Drive
Indian Trail, NC, 28079

File Name : Zebulon(Pearces and Pippin) AM Peak
Site Code :
Start Date : 10/3/2017
Page No : 2

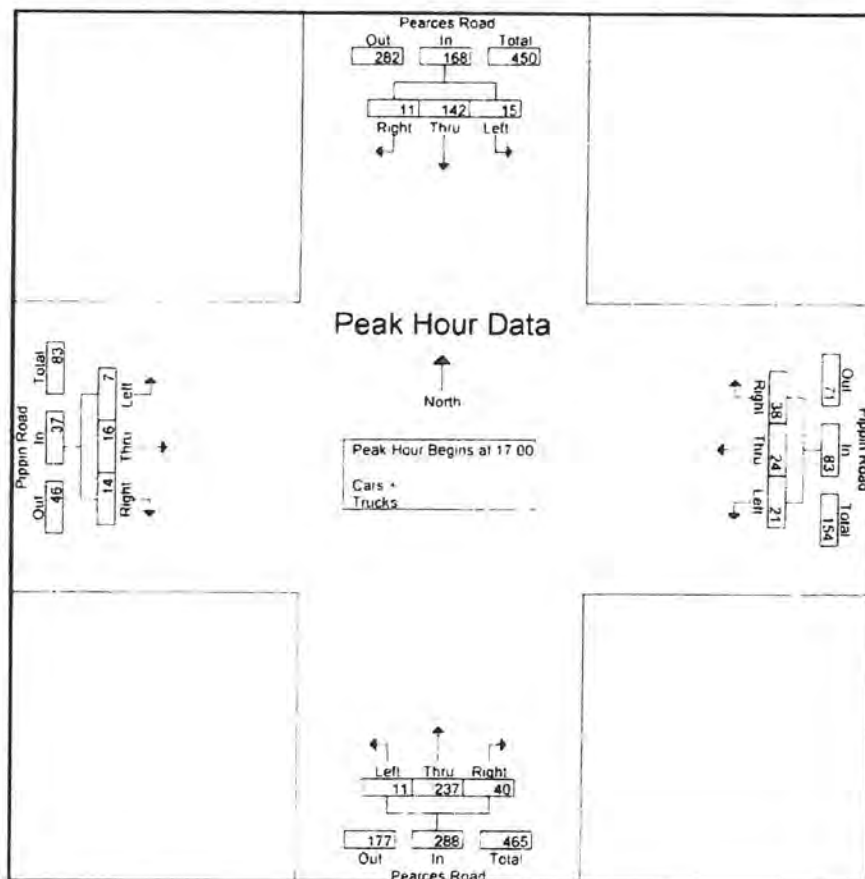
Start Time	Pearces Road Southbound				Pippin Road Westbound				Pearces Road Northbound				Pippin Road Eastbound				Int. Total
	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	
Peak Hour Analysis From 07:00 to 08:45 - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:00																	
07:00	0	0	5	5	2	3	11	16	0	10	0	14	1	0	0	1	109
07:15	0	62	6	69	1	7	12	20	4	11	3	18	5	4	3	12	119
07:30	1	50	9	60	4	2	8	14	2	19	1	22	6	3	1	10	106
07:45	0	71	5	76	6	6	6	18	4	9	0	13	3	5	1	9	116
Total Volume	2	256	25	283	13	18	37	68	10	49	8	67	15	12	5	32	450
% App. Total	0.7	90.5	8.8		19.1	26.5	54.4		14.9	73.1	11.9		46.9	37.5	15.6		
PHF	.500	.877	.694	.907	.542	.643	.771	.850	.625	.645	.500	.761	.625	.600	.417	.667	.945



Burns Service Inc.
1202 Langdon Terrace Drive
Indian Trail, NC, 28079

File Name : Zebulon(Pearces and Pippin) PM Peak
Site Code :
Start Date : 10/3/2017
Page No : 2

Start Time	Pearces Road Southbound				Pippin Road Westbound				Pearces Road Northbound				Pippin Road Eastbound				Int	Total
	Right	Thru	Left	App Total	Right	Thru	Left	App Total	Right	Thru	Left	App Total	Right	Thru	Left	App Total		
Peak Hour Analysis From 16:00 to 17:45 - Peak 1 of 1																		
Peak Hour for Entire Intersection Begins at 17:00																		
17:00	1	31		39		3	1	16	9	53	3	65	3		1	9	129	
17:15	1	35	3	39	8	8	6	22	8	49	1	58	0	3	2	5	124	
17:30	2	31	2	35	7	4	6	17		69	4	85	3	4	4	11	148	
17:45	7	45	3	55	11	9	8	28	11	66	3	80	8	4	0	12	175	
Total Volume	11	142	15	168	38	24	21	83	40	237	11	288	14	16	7	37	576	
% App Total	6.5	84.5	8.9		45.8	28.9	25.3		13.9	82.3	3.8		37.6	43.2	18.9			
PHF	393	789	536	764	792	667	656	741	833	859	688	847	438	800	438	771	823	



TRAFFIC IMPACT ANALYSIS

FOR

WEAVER'S POND UPDATE

LOCATED

IN

ZEBULON, NORTH CAROLINA

Prepared For:
Weavers Pond Development Co., LLC
9407 Bartons Creek Road
Raleigh, NC 27615

Prepared By:
Ramey Kemp & Associates, Inc.
5808 Faringdon Place, Suite 100
Raleigh, NC 27609
License #C-0910



MARCH 2018

WEAVER'S POND

ROADWAY LEGEND



GREENWAY LEGEND

- 15 GREENWAY WITH 20' EASEMENT DEVELOPER RESPONSIBLE FOR CONSTRUCTION
- 20 EASEMENT DEDICATED TO TOWN RESPONSIBLE FOR FUTURE 10' GREENWAY CONSTRUCTION
- 15 SINGLE FAMILY
- 20 EASEMENT DEDICATED TO TOWN RESPONSIBLE FOR FUTURE 10' GREENWAY CONSTRUCTION
- 15 TOWNHOMES
- 20 EASEMENT DEDICATED TO TOWN RESPONSIBLE FOR 5' PRIVATE PAVED TRAIL

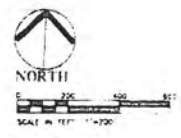
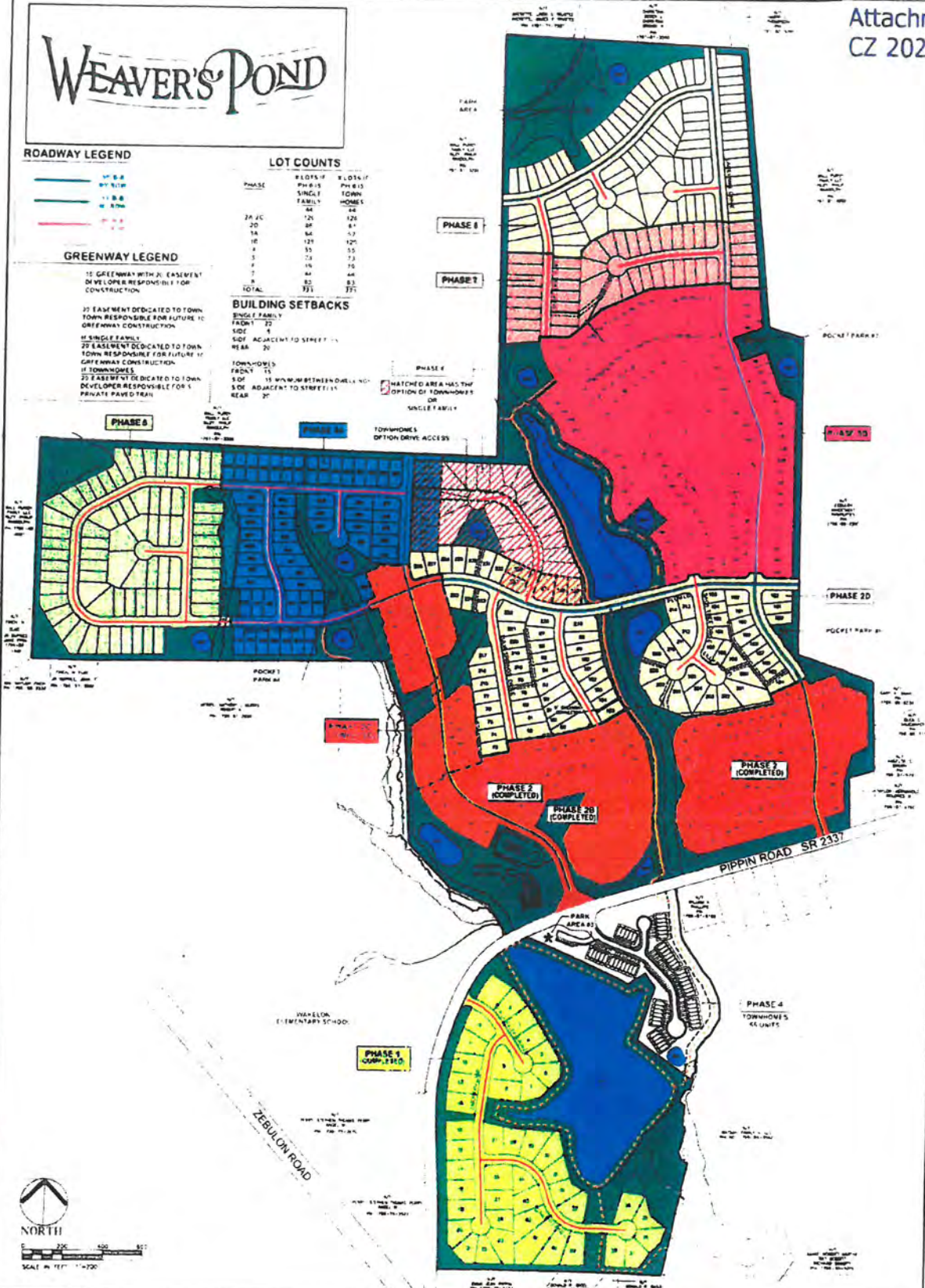
LOT COUNTS

PHASE	PLOTS OF		TOTAL
	PH B13 SINGLE FAMILY	PH B13 TOWNHOMES	
2A 2C	26	120	146
2D	48	61	109
1A	56	57	113
1B	125	120	245
4	55	55	110
5	73	73	146
7	16	16	32
7	41	41	82
8	83	83	166
TOTAL	731	731	1462

BUILDING SETBACKS

- SINGLE FAMILY
- FRONT 20'
- SIDE 5'
- SDI ADJACENT TO STREET 15'
- REAR 20'
- TOWNHOMES
- FRONT 15'
- SDI 15' MINIMUM BETWEEN DWELLINGS OR ADJACENT TO STREET 15'
- REAR 20'

HATCHED AREAS ARE THE OPTION OF TOWNHOMES OR SINGLE FAMILY



PLD
PLANNING & DESIGN
1000 W. BAYVIEW BLVD. SUITE 100
ANN ARBOR, MI 48106

WEAVER'S POND
MASTER PLAN

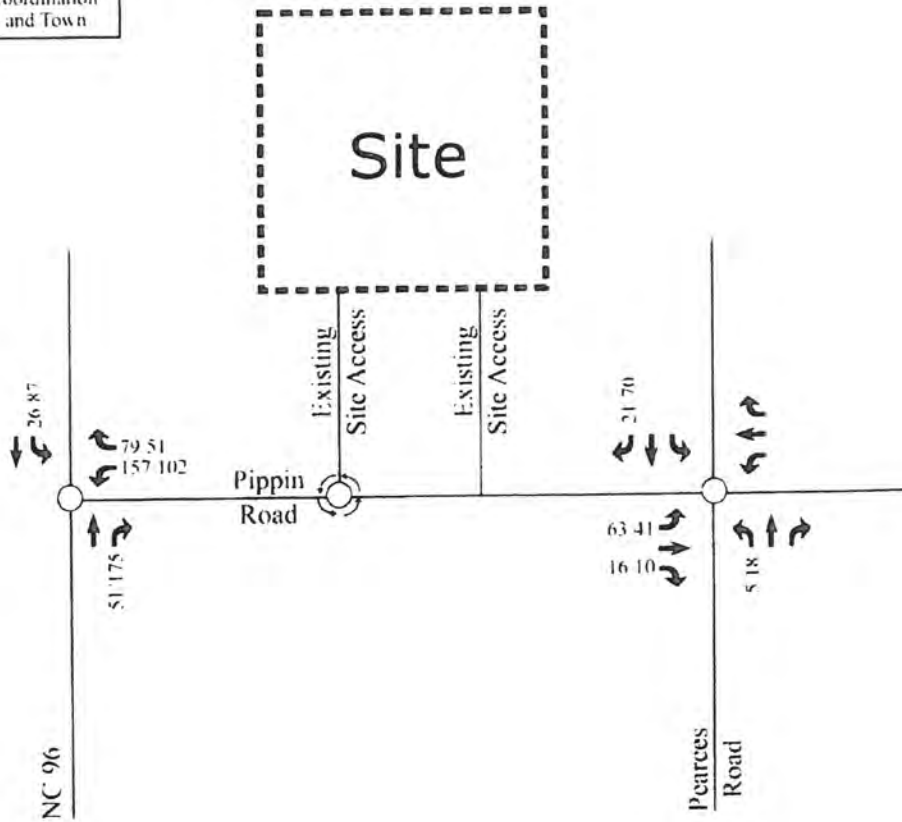
PROJECT PDCUP16P
ISSUED 21 SEP 2017
DWG NO MP.1

LEGEND

- Unsignalized Intersection
- X Y → AM / PM Peak Hour Site Trips
- ⊙ Roundabout





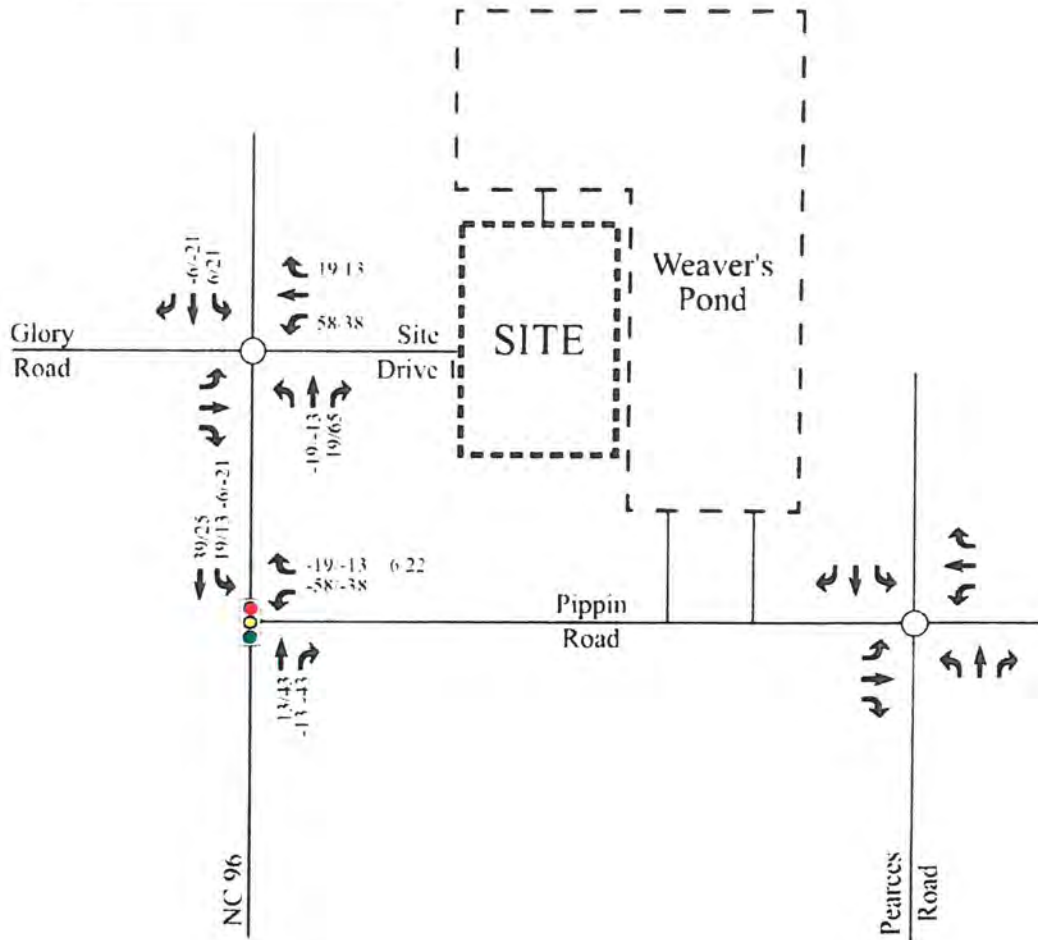
* The existing site drives were not included in the study area for this TIA through coordination with the NCDOT and Town



	Weaver's Pond Development Zebulon, NC	Primary Site Trip Assignment - Option 1	
		Scale: Not to Scale	Figure 9A

LEGEND

-  Unsignalized Intersection
-  Signalized Intersection
- $x \rightarrow y$ Weekday AM - PM Peak Hour Site Trips

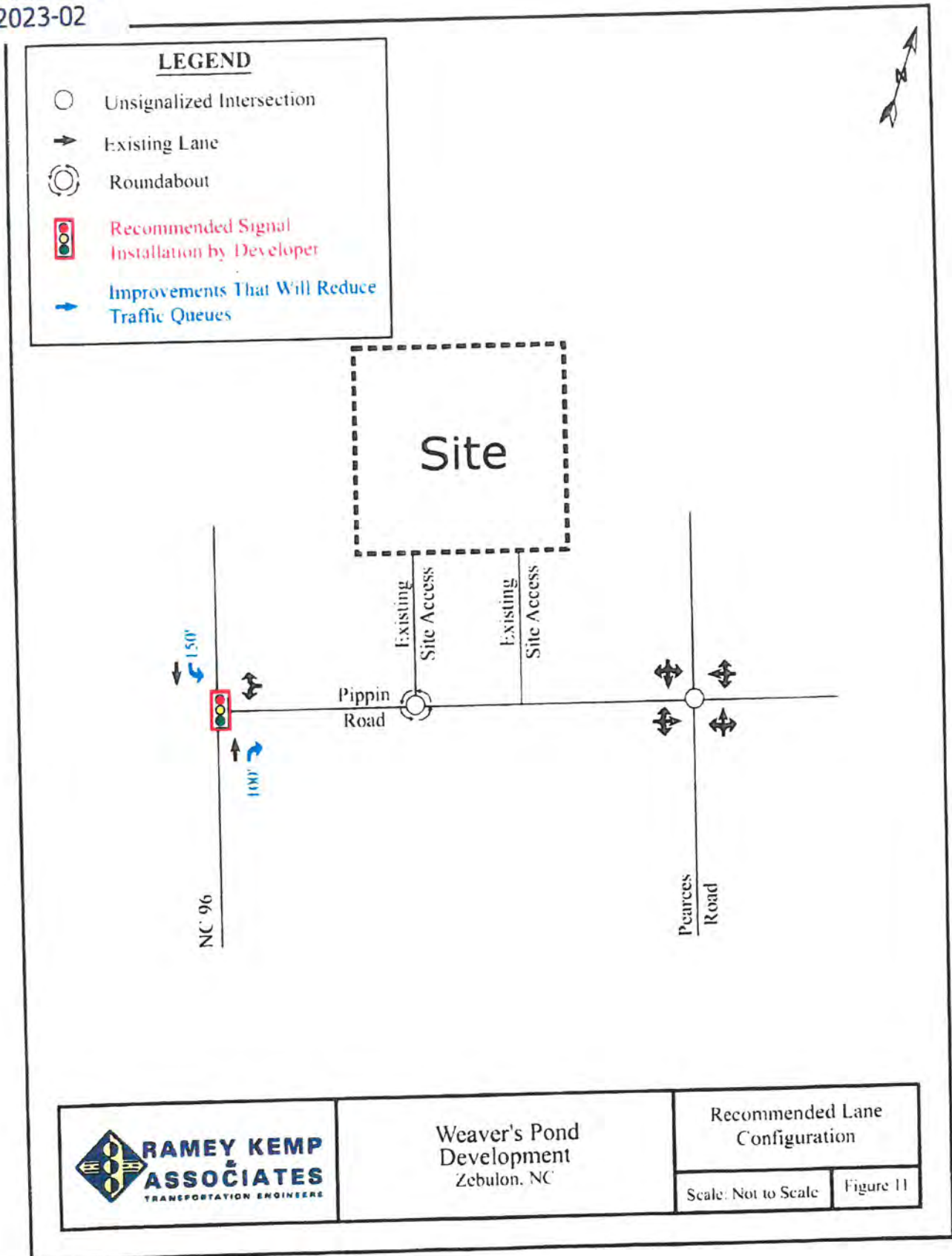



RAMEY KEMP & ASSOCIATES
TRANSPORTATION ENGINEERS

Weaver's Ridge
Zebulon, NC

Rerouted Weaver's Pond
Phases 3A and 5 Site Traffic

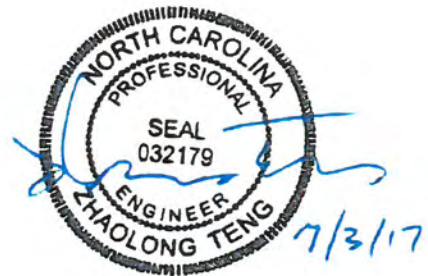
Scale: Not to Scale Figure 10




Traffic Impact Analysis Taryn Lake & Taryn Creek Zebulon, NC

Prepared for:
DR Horton Inc.
2000 Aerial Center Parkway
Suite 110
Morrisville, NC 27560

Prepared by:
Accelerate Engineering, PLLC
July 3, 2017



 Accelerate Engineering, PLLC
License No. P-1442

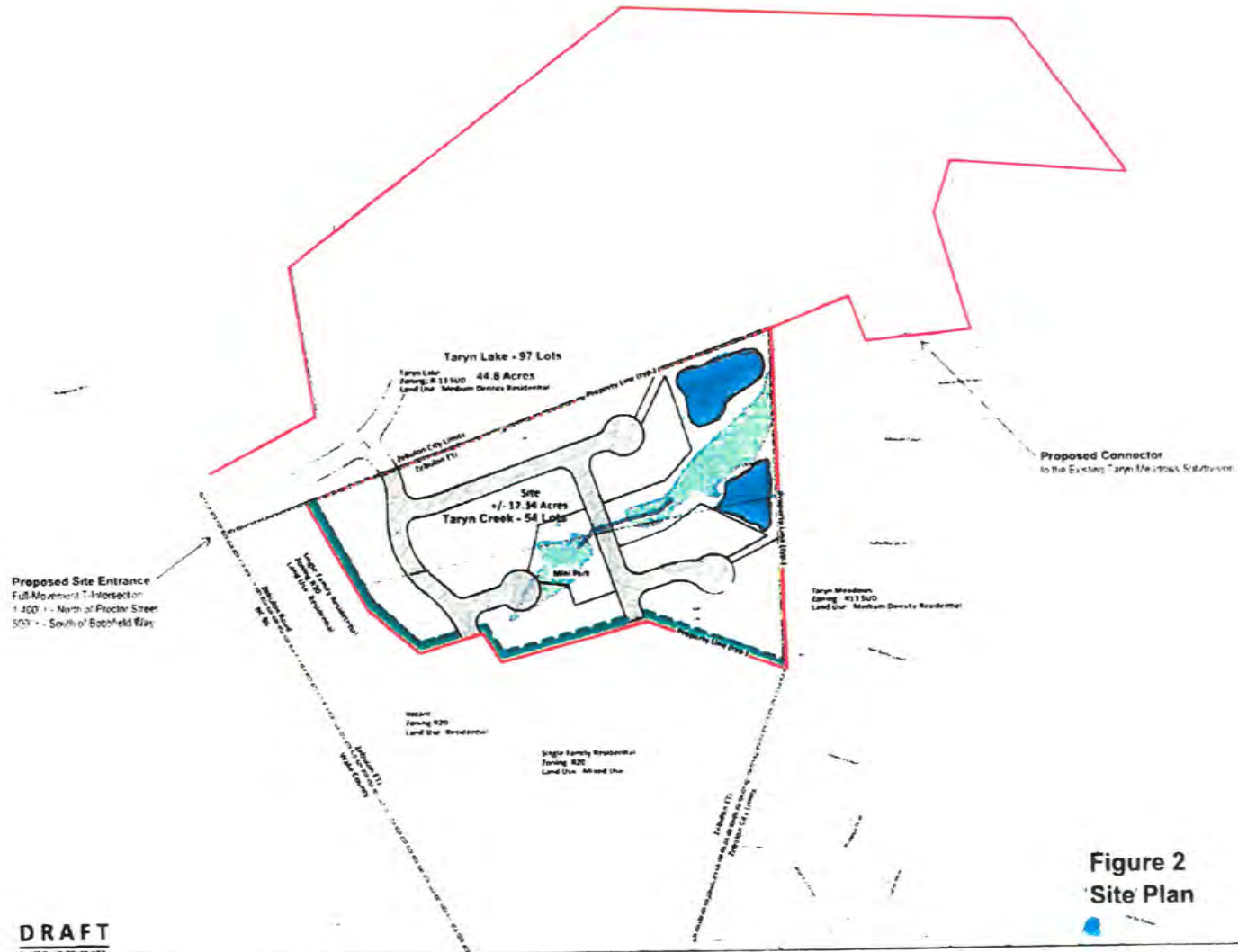


Figure 2
Site Plan

DRAFT
CLARIFIED VERSION



**Taryn Lake and Taryn Creek
Overall Development**



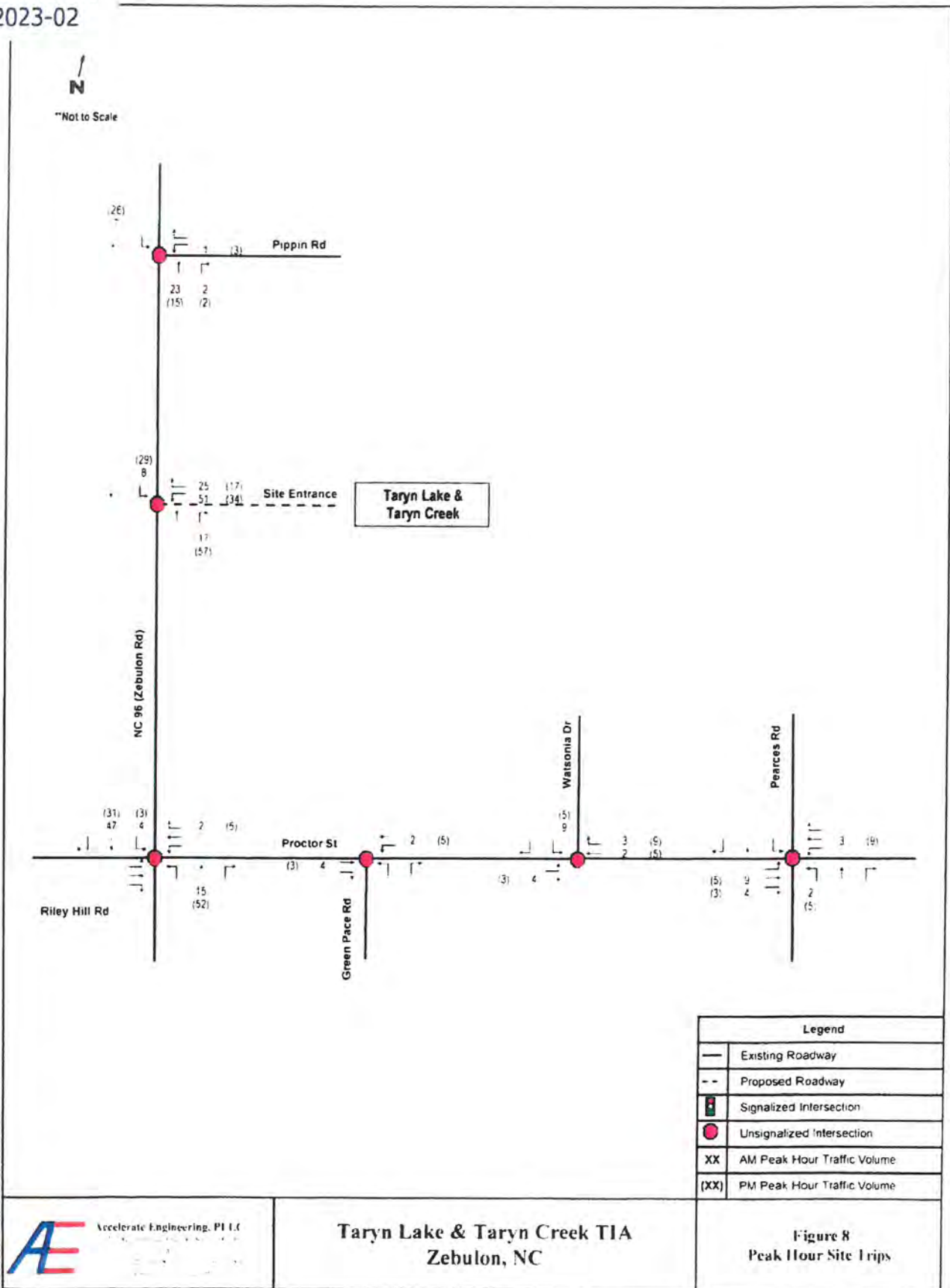


Table 1: Trip Generation Summary

Land Use (ITE Code)	Intensity	Daily Traffic (vpd)	AM Peak Hour Trips (vph)		PM Peak Hour Trips (vph)	
			Enter	Enter	Enter	Exit
Single-Family Detached Housing (210)	58 units	630	11	35	38	22
Multifamily Housing (Low-Rise) (Townhomes) (220)	124 units	900	14	45	45	27
Total Trips		1,530	25	80	83	49

It is estimated that the proposed development will generate approximately 1,530 total site trips on the roadway network during a typical 24-hour weekday period. Of the daily traffic volume, it is anticipated that 105 trips (25 entering and 80 exiting) will occur during the weekday AM peak hour and 132 trips (83 entering and 49 exiting) will occur during the weekday PM peak hour.

Site Trip Distribution and Assignment

Trip distribution percentages used in assigning site traffic for this development were estimated based on a combination of existing traffic patterns, population centers adjacent to the study area, and engineering judgment. All trip distributions were approved by the Town and NCDOT during the scoping process. It is estimated that trips will be regionally distributed as follows:

- 20% to/from the north via Pearces Road
- 5% to/from the south via Pearces Road
- 50% to/from the south via Zebulon Road (NC 96)
- 25% to/from the north via Zebulon Road (NC 96)

It should be noted that based on engineering judgement it was determined that 100% of site trips will exit the site using the full movement site driveway located along Zebulon Road (NC 96). The site trip distribution is shown in Figure 8. Refer to Figure 9 for the site trip assignment.

It should be noted that based on the layout of the site and the surrounding roadways it was determined that 100% of the new site trips will exit the site using the full movement site driveway to be located along Zebulon Road (NC 96) as the majority (75%) of the Weaver's Pond development was assigned to Zebulon Road (NC 96).

It is not expected that the traffic from the proposed development will utilize the Weaver's Pond access; however, it is expected that a portion of the Weaver's Pond development will utilize the new site drive along Zebulon Road (NC 96). Based on coordination with the NCDOT and Town, Phases 3A and 5 of the Weaver's Pond Master Plan are proposed to be rerouted from the Weaver's Pond access on Pippin Road to the new Zebulon Road (NC 96) site drive aligned with Glory Road. Phases 3A and 5 include 137 homes combined, or

Conclusions

This traffic study was conducted to determine the potential traffic impacts for the proposed Weaver's Ridge residential development located east of Zebulon Road (NC 96) across from Glory Road in Zebulon, North Carolina.

The proposed residential development is assumed to consist of 124 townhomes and 58 single-family homes. The study analyzes traffic conditions during the weekday AM and PM peak hours for the following scenarios:

- Existing (2019) Traffic Conditions
- Background (2023) Traffic Conditions
- Combined (2023) Traffic Conditions
- Combined (2023) Traffic Conditions with Improvements

It is estimated that the proposed development will generate approximately 1,530 total site trips on the roadway network during a typical 24-hour weekday period. Of the daily traffic volume, it is anticipated that 105 trips (25 entering and 80 exiting) will occur during the weekday AM peak hour and 132 trips (83 entering and 49 exiting) will occur during the weekday PM peak hour.

Recommendations

Based on the findings of this study, specific geometric improvements have been identified and are recommended to accommodate future traffic conditions. See a more detailed description of the recommended improvements below. Refer to Figure 12 for an illustration of the recommended lane configuration for the proposed development.

Committed Improvements by Weaver's Pond

Zebulon Road (NC 96) and Pippin Road

- Provide designated northbound right-turn lane with at least 100 feet of storage and appropriate decel and taper.
- Provide designated southbound left-turn lane with at least 150 feet of storage and appropriate decel and taper.
- Install traffic signal at intersection when warranted.

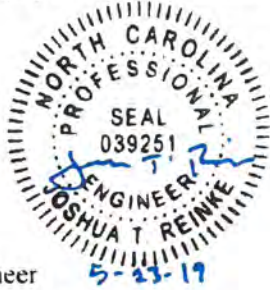
Recommended Improvements by Developer

Zebulon Road (NC 96) and Glory Road / Site Drive 1

- Provide site access via westbound approach with one ingress lane and two egress lanes striped as one left-turn lane and one shared through/right-turn lane.
- Provide designated northbound right-turn lane with at least 100 feet of storage and appropriate decel and taper.
- Provide designated southbound left-turn lane with at least 50 feet of storage and appropriate decel and taper.
- Monitor intersection for signalization.

If you should have any questions, please feel free to contact me at (919) 872-5115.

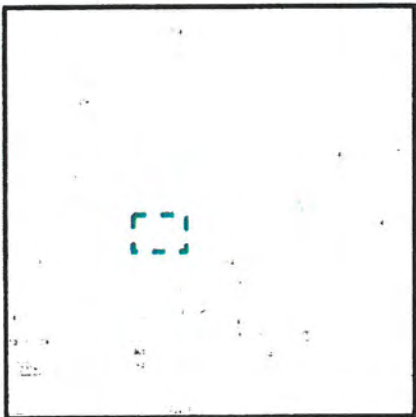
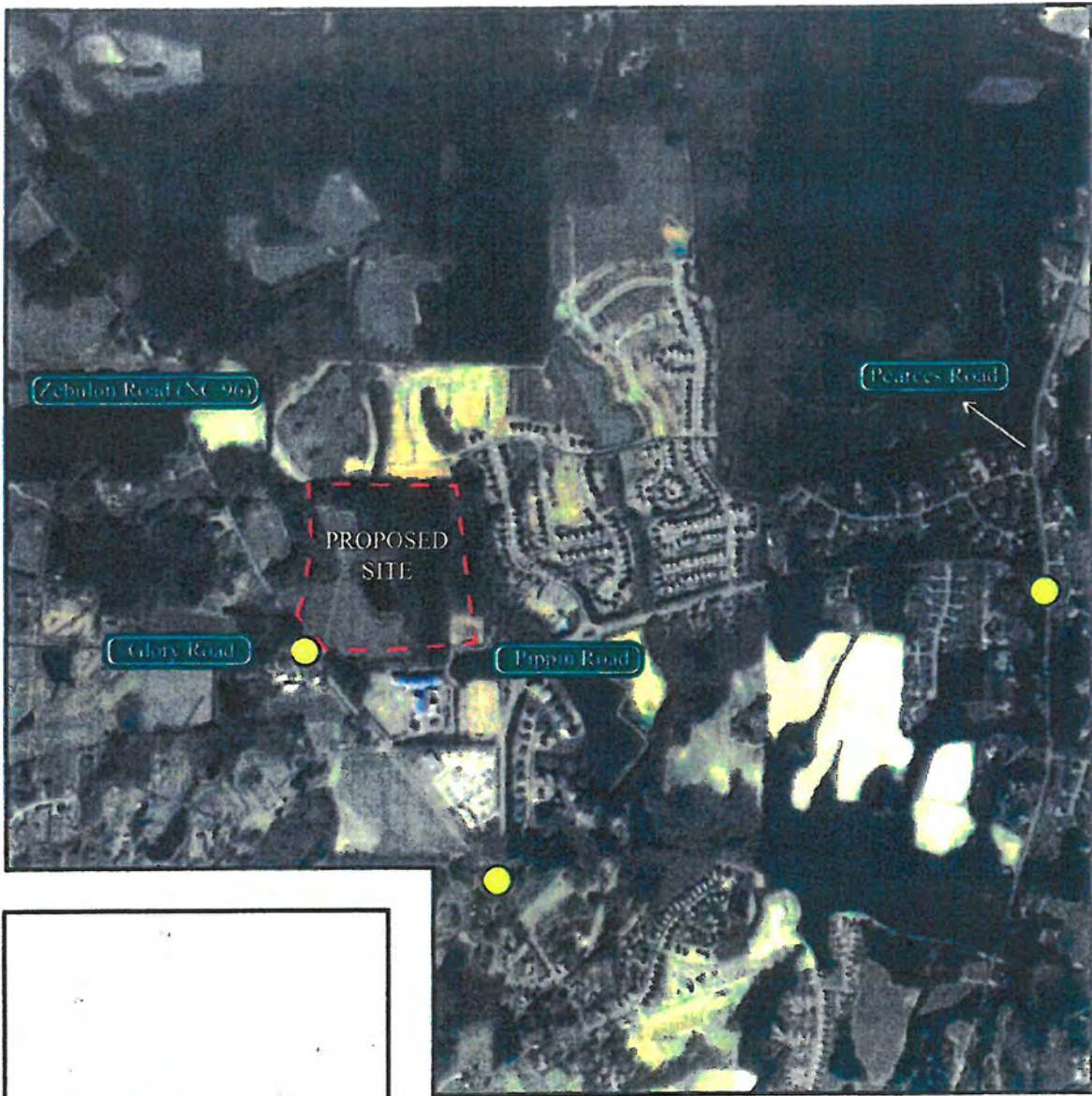
Sincerely,







Joshua Reinke, P.E.
Transportation Engineer
Ramey Kemp & Associates, Inc.

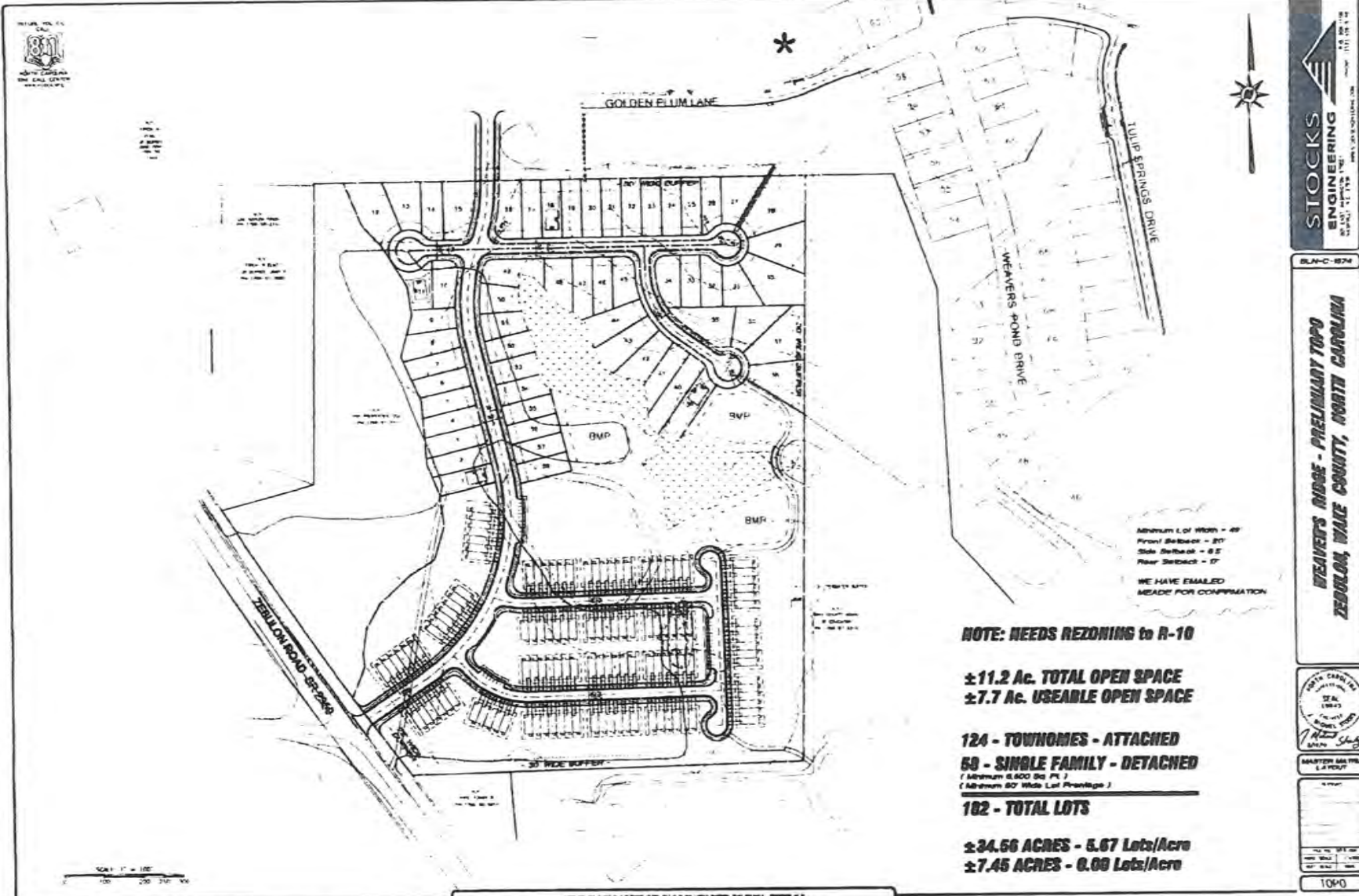
NC Corporate License # C-0910

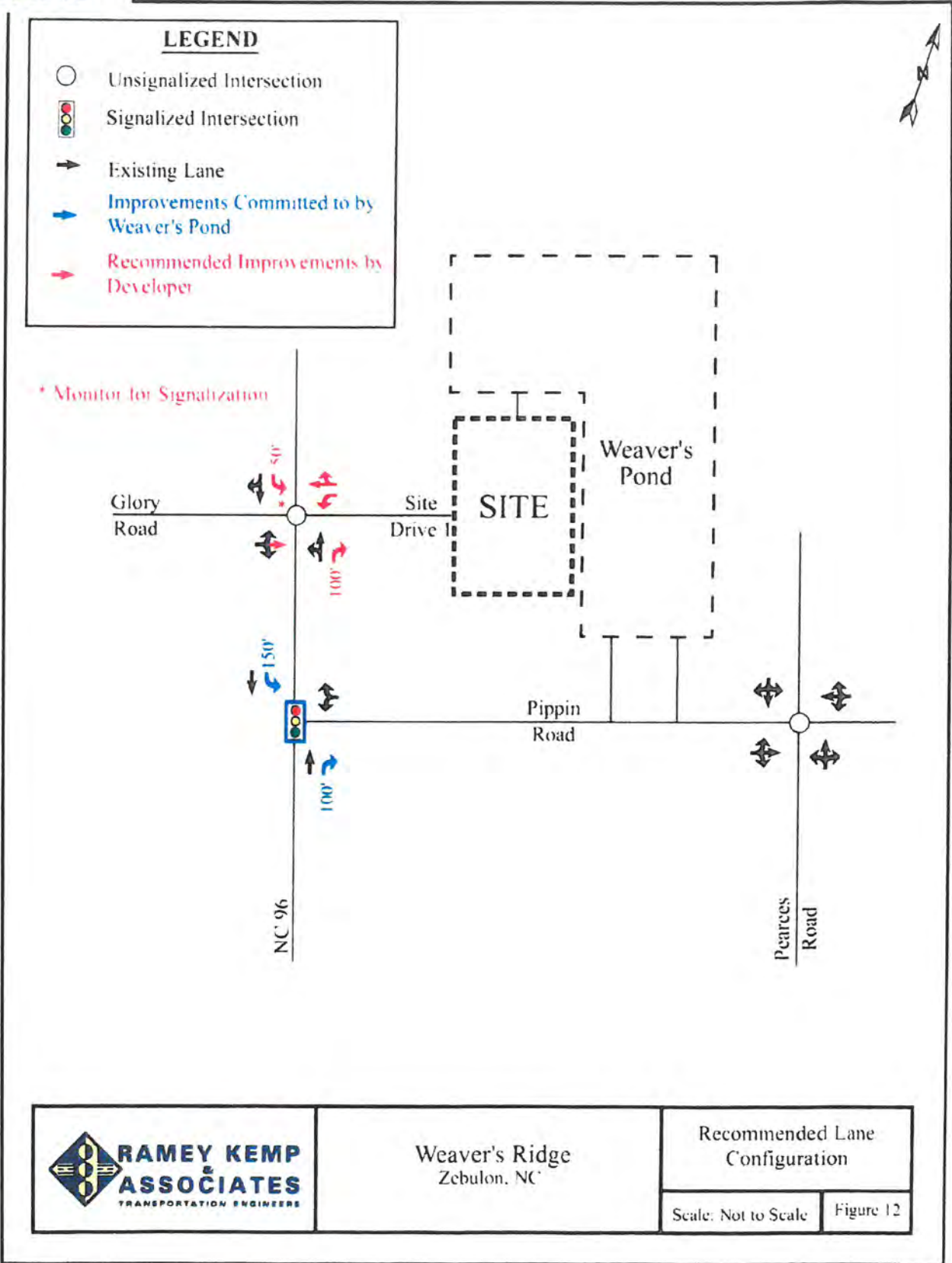
Attachments: Appendix



- LEGEND**
-  Proposed Site Location
 -  Study Intersection
 -  Study Area

 RAMEY KEMP & ASSOCIATES TRANSPORTATION ENGINEERS	Weaver's Ridge Zebulon, NC	Site Location Map	
		Scale: Not to Scale	Figure 1





Attachment 1 CZ 2023-02

Lanes, Volumes, Timings
1: Zebulon Road (NC 96) & Pippin Road

07/28/2022

	↙	↖	↑	↗	↘	↓
Lane Group	WBL	WBR	NBT	NSR	SBL	SBT
Lane Configurations	↙		↑	↗	↘	↓
Traffic Volume (vph)	180	90	362	135	54	570
Future Volume (vph)	180	90	362	135	54	570
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0	0		100	150	
Storage Lanes	1	0		1	1	
Taper Length (ft)	25				100	
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Fr _t	0.955			0.850		
Flt Protected	0.968				0.950	
Satd. Flow (prot)	1722	0	1863	1583	1770	1863
Flt Permitted	0.968				0.950	
Satd. Flow (perm)	1722	0	1863	1583	1770	1863
Right Turn on Red		No		No		
Satd. Flow (RTOR)						
Link Speed (mph)	35		45			45
Link Distance (ft)	1250		1120			2533
Travel Time (s)	24.4		17.0			38.4
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	200	100	402	150	60	633
Shared Lane Traffic (%)						
Lane Group Flow (vph)	300	0	402	150	60	633
Turn Type	Prot		NA	pm+ov	Prot	NA
Protected Phases	4		2	4	1	6
Permitted Phases				2		
Detector Phase	4		2	4	1	6
Switch Phase						
Minimum Initial (s)	7.0		12.0	7.0	7.0	12.0
Minimum Split (s)	14.0		19.0	14.0	14.0	19.0
Total Split (s)	45.0		59.0	45.0	16.0	75.0
Total Split (%)	37.5%		49.2%	37.5%	13.3%	62.5%
Maximum Green (s)	38.0		52.0	38.0	9.0	68.0
Yellow Time (s)	5.0		5.0	5.0	5.0	5.0
All-Red Time (s)	2.0		2.0	2.0	2.0	2.0
Lost Time Adjust (s)	-2.0		-2.0	-2.0	-2.0	-2.0
Total Lost Time (s)	5.0		5.0	5.0	5.0	5.0
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	3.0		3.0	3.0	3.0	3.0
Recall Mode	Min		Min	Min	None	Min
Act Effect Green (s)	20.0		25.9	54.2	10.6	33.8
Actuated g/C Ratio	0.31		0.40	0.84	0.16	0.52
v/c Ratio	0.56		0.54	0.11	0.21	0.65
Control Delay	25.9		21.1	2.9	32.2	14.9
Queue Delay	0.0		0.0	0.0	0.0	0.0
Total Delay	25.9		21.1	2.9	32.2	14.9
LOS	C		C	A	C	B
Approach Delay	25.9		16.1			16.4
Approach LOS	C		B			B

Attachment 1 CZ 2023-02

Lanes, Volumes, Timings

1: Zebulon Road (NC 96) & Pippin Road

07/28/2022



Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Queue Length 50th (ft)	106		137	16	22	157
Queue Length 95th (ft)	218		267	31	69	328
Internal Link Dist (ft)	1170		1040			2453
Turn Bay Length (ft)				100	150	
Base Capacity (vph)	1156		1533	1530	327	1752
Starvation Cap Reductn	0		0	0	0	0
Spillback Cap Reductn	0		0	0	0	0
Storage Cap Reductn	0		0	0	0	0
Reduced v/c Ratio	0.26		0.26	0.10	0.18	0.36

Intersection Summary

Area Type: Other
 Cycle Length: 120
 Actuated Cycle Length: 64.6
 Natural Cycle: 60
 Control Type: Actuated-Uncoordinated
 Maximum v/c Ratio: 0.65
 Intersection Signal Delay: 18.1
 Intersection Capacity Utilization 53.8%
 Analysis Period (min): 15

Intersection LOS: B
 ICU Level of Service A

Splits and Phases: 1: Zebulon Road (NC 96) & Pippin Road



Attachment 1 CZ 2023-02

Lanes, Volumes, Timings
1. Zebulon Road (NC 96) & Pippin Road

07/28/2022

	↙	↖	↑	↗	↘	↓
Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations	↙		↑	↗	↘	↓
Traffic Volume (vph)	148	95	444	139	94	706
Future Volume (vph)	148	95	444	139	94	706
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0	0		100	150	
Storage Lanes	1	0		1	1	
Taper Length (ft)	25				100	
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Frt	0.947			0.850		
Flt Protected	0.971				0.950	
Satd. Flow (prot)	1713	0	1863	1583	1770	1863
Flt Permitted	0.971				0.950	
Satd. Flow (perm)	1713	0	1863	1583	1770	1863
Right Turn on Red		No		No		
Satd. Flow (RTOR)						
Link Speed (mph)	35		45		45	
Link Distance (ft)	1250		1120		2533	
Travel Time (s)	24.4		17.0		38.4	
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	164	106	493	154	104	784
Shared Lane Traffic (%)						
Lane Group Flow (vph)	270	0	493	154	104	784
Turn Type	Prot		NA	pm+ov	Prot	NA
Protected Phases	4		2	4	1	6
Permitted Phases				2		
Detector Phase	4		2	4	1	6
Switch Phase						
Minimum Initial (s)	7.0		12.0	7.0	7.0	12.0
Minimum Split (s)	14.0		19.0	14.0	14.0	19.0
Total Split (s)	39.0		61.0	39.0	20.0	81.0
Total Split (%)	32.5%		50.8%	32.5%	16.7%	67.5%
Maximum Green (s)	32.0		54.0	32.0	13.0	74.0
Yellow Time (s)	5.0		5.0	5.0	5.0	5.0
All-Red Time (s)	2.0		2.0	2.0	2.0	2.0
Lost Time Adjust (s)	-2.0		-2.0	-2.0	-2.0	-2.0
Total Lost Time (s)	5.0		5.0	5.0	5.0	5.0
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	3.0		3.0	3.0	3.0	3.0
Recall Mode	Min		Min	Min	None	Min
Act Effct Green (s)	20.5		31.2	58.9	12.6	44.5
Actuated g/C Ratio	0.27		0.41	0.78	0.17	0.59
v/c Ratio	0.58		0.64	0.13	0.36	0.72
Control Delay	32.6		24.9	3.8	38.0	15.8
Queue Delay	0.0		0.0	0.0	0.0	0.0
Total Delay	32.6		24.9	3.8	38.0	15.8
LOS	C		C	A	D	B
Approach Delay	32.6		19.9			18.4
Approach LOS	C		B			B

Attachment 1 CZ 2023-02

Lanes, Volumes, Timings
1: Zebulon Road (NC 96) & Pippin Road

07/28/2022



Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Queue Length 50th (ft)	111		191	19	44	224
Queue Length 95th (ft)	238		365	38	119	463
Internal Link Dist (ft)	1170		1040			2453
Turn Bay Length (ft)				100	150	
Base Capacity (vph)	832		1404	1420	379	1707
Starvation Cap Reductn	0		0	0	0	0
Spillback Cap Reductn	0		0	0	0	0
Storage Cap Reductn	0		0	0	0	0
Reduced v/c Ratio	0.32		0.35	0.11	0.27	0.46

Intersection Summary

Area Type: **Other**
 Cycle Length: 120
 Actuated Cycle Length: 75.9
 Natural Cycle: 60
 Control Type: **Actuated-Uncoordinated**
 Maximum v/c Ratio: 0.72
 Intersection Signal Delay: 21.0
 Intersection Capacity Utilization 59.5%
 Analysis Period (min): 15

Intersection LOS: **C**
 ICU Level of Service **B**

Splits and Phases: 1: Zebulon Road (NC 96) & Pippin Road



Attachment 1 CZ 2023-02

Lanes, Volumes, Timings
1: Zebulon Road (NC 96) & Pippin Road

07/28/2022

	↙	↖	↑	↗	↘	↓
Lane Group	WBL	WER	NBT	NBR	SBL	SBT
Lane Configurations	↙		↑	↗	↘	↓
Traffic Volume (vph)	170	95	446	147	94	712
Future Volume (vph)	170	95	446	147	94	712
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0	0		100	150	
Storage Lanes	1	0		1	1	
Taper Length (ft)	25				100	
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Frt	0.951			0.850		
Flt Protected	0.969				0.950	
Satd. Flow (prot)	1717	0	1863	1583	1770	1863
Flt Permitted	0.969				0.950	
Satd. Flow (perm)	1717	0	1863	1583	1770	1863
Right Turn on Red		No		No		
Satd. Flow (RTOR)						
Link Speed (mph)	35		45			45
Link Distance (ft)	1250		1120			2533
Travel Time (s)	24.4		17.0			38.4
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	189	106	496	163	104	791
Shared Lane Traffic (%)						
Lane Group Flow (vph)	295	0	496	163	104	791
Turn Type	Prot		NA	pm+ov	Prot	NA
Protected Phases	4		2	4	1	6
Permitted Phases				2		
Detector Phase	4		2	4	1	6
Switch Phase						
Minimum Initial (s)	7.0		12.0	7.0	7.0	12.0
Minimum Split (s)	14.0		19.0	14.0	14.0	19.0
Total Split (s)	40.0		61.0	40.0	19.0	60.0
Total Split (%)	33.3%		50.8%	33.3%	15.8%	66.7%
Maximum Green (s)	33.0		54.0	33.0	12.0	73.0
Yellow Time (s)	5.0		5.0	5.0	5.0	5.0
All-Red Time (s)	2.0		2.0	2.0	2.0	2.0
Lost Time Adjust (s)	-2.0		-2.0	-2.0	-2.0	-2.0
Total Lost Time (s)	5.0		5.0	5.0	5.0	5.0
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	3.0		3.0	3.0	3.0	3.0
Recall Mode	Min		Min	Min	None	Min
Act Effct Green (s)	21.9		32.2	61.2	12.4	45.3
Actuated g/C Ratio	0.28		0.41	0.78	0.16	0.58
v/c Ratio	0.61		0.65	0.13	0.37	0.73
Control Delay	33.2		25.5	3.6	40.2	17.0
Queue Delay	0.0		0.0	0.0	0.0	0.0
Total Delay	33.2		25.5	3.6	40.2	17.0
LOS	C		C	A	D	B
Approach Delay	33.2		20.0			19.7
Approach LOS	C		C			B

Attachment 1
CZ 2023-02

Lanes, Volumes, Timings
1: Zebulon Road (NC 96) & Pippin Road

07/28/2022

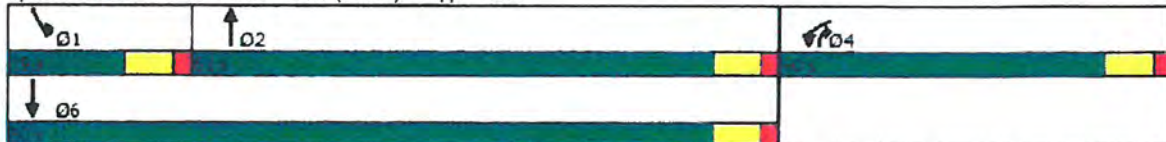
Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Queue Length 50th (ft)	125		199	21	45	240
Queue Length 95th (ft)	264		377	38	125	503
Internal Link Dist (ft)	1170		1040			2453
Turn Bay Length (ft)				100	150	
Base Capacity (vph)	835		1376	1419	344	1671
Starvation Cap Reductn	0		0	0	0	0
Spillback Cap Reductn	0		0	0	0	0
Storage Cap Reductn	0		0	0	0	0
Reduced v/c Ratio	0.35		0.36	0.11	0.30	0.47

Intersection Summary

Area Type: Other
 Cycle Length: 120
 Actuated Cycle Length: 78.1
 Natural Cycle: 60
 Control Type: Actuated-Uncoordinated
 Maximum v/c Ratio: 0.73
 Intersection Signal Delay: 22.0
 Intersection Capacity Utilization 61.0%
 Analysis Period (min): 15

Intersection LOS: C
 ICU Level of Service B

Splits and Phases: 1: Zebulon Road (NC 96) & Pippin Road



Attachment 1
CZ 2023-02

Lanes, Volumes, Timings
1. Zebulon Road (NC 96) & Pippin Road

07/28/2022

	↙	↖	↑	↗	↘	↓
Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations	↙		↑	↗	↘	↓
Traffic Volume (vph)	140	78	539	237	112	495
Future Volume (vph)	140	78	539	237	112	495
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0	0		100	150	
Storage Lanes	1	0		1	1	
Taper Length (ft)	25				100	
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Frt	0.952			0.850		
Flt Protected	0.969				0.950	
Satd. Flow (prot)	1718	0	1863	1583	1770	1863
Flt Permitted	0.969				0.950	
Satd. Flow (perm)	1718	0	1863	1583	1770	1863
Right Turn on Red		No		No		
Satd. Flow (RTOR)						
Link Speed (mph)	35		45			45
Link Distance (ft)	1250		1120			2533
Travel Time (s)	24.4		17.0			38.4
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	156	87	599	263	124	550
Shared Lane Traffic (%)						
Lane Group Flow (vph)	243	0	599	263	124	550
Turn Type	Prot		NA	pm+ov	Prot	NA
Protected Phases	4		2	4	1	6
Permitted Phases				2		
Detector Phase	4		2	4	1	6
Switch Phase						
Minimum Initial (s)	7.0		12.0	7.0	7.0	12.0
Minimum Split (s)	14.0		19.0	14.0	14.0	19.0
Total Split (s)	34.0		65.0	34.0	21.0	86.0
Total Split (%)	28.3%		54.2%	28.3%	17.5%	71.7%
Maximum Green (s)	27.0		58.0	27.0	14.0	79.0
Yellow Time (s)	5.0		5.0	5.0	5.0	5.0
All-Red Time (s)	2.0		2.0	2.0	2.0	2.0
Lost Time Adjust (s)	-2.0		-2.0	-2.0	-2.0	-2.0
Total Lost Time (s)	5.0		5.0	5.0	5.0	5.0
Lead/Lag			Lead		Lag	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	3.0		3.0	3.0	3.0	3.0
Recall Mode	Min		Min	Min	None	Min
Act Effct Green (s)	19.8		36.0	61.1	13.3	54.6
Actuated g/C Ratio	0.23		0.42	0.72	0.16	0.64
v/c Ratio	0.61		0.76	0.23	0.45	0.46
Control Delay	38.8		28.5	4.4	43.3	9.4
Queue Delay	0.0		0.0	0.0	0.0	0.0
Total Delay	38.8		28.5	4.4	43.3	9.4
LOS	D		C	A	D	A
Approach Delay	38.8		21.1			15.7
Approach LOS	D		C			B

Attachment 1
CZ 2023-02

Lanes, Volumes, Timings
1: Zebulon Road (NC 96) & Pippin Road

07/28/2022

	↙	↖	↑	↗	↘	↓
Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Queue Length 50th (ft)	115		259	39	60	129
Queue Length 95th (ft)	242		463	67	148	250
Internal Link Dist (ft)	1170		1040			2453
Turn Bay Length (ft)				100	150	
Base Capacity (vph)	621		1376	1137	353	1673
Starvation Cap Reductn	0		0	0	0	0
Spillback Cap Reductn	0		0	0	0	0
Storage Cap Reductn	0		0	0	0	0
Reduced v/c Ratio	0.39		0.44	0.23	0.35	0.33

Intersection Summary

Area Type: Other
 Cycle Length: 120
 Actuated Cycle Length: 85.1
 Natural Cycle: 60
 Control Type: Actuated-Uncoordinated
 Maximum v/c Ratio: 0.76
 Intersection Signal Delay: 21.5
 Intersection Capacity Utilization 59.6%
 Analysis Period (min): 15

Intersection LOS: C
ICU Level of Service B

Splits and Phases 1: Zebulon Road (NC 96) & Pippin Road



Attachment 1 CZ 2023-02

Lanes, Volumes, Timings
1: Zebulon Road (NC 96) & Pippin Road

07/28/2022

	↙	↖	↑	↗	↘	↓
Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations	↙		↑	↗	↘	↓
Traffic Volume (vph)	124	118	688	226	130	613
Future Volume (vph)	124	118	688	226	130	613
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0	0		100	150	
Storage Lanes	1	0		1	1	
Taper Length (ft)	25				100	
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Frt	0.934			0.850		
Flt Protected	0.975				0.950	
Satd. Flow (prot)	1696	0	1863	1583	1770	1863
Flt Permitted	0.975				0.950	
Satd. Flow (perm)	1696	0	1863	1583	1770	1863
Right Turn on Red		No		No		
Satd. Flow (RTOR)						
Link Speed (mph)	35		45			45
Link Distance (ft)	1250		1120			2533
Travel Time (s)	24.4		17.0			38.4
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	138	131	764	251	144	681
Shared Lane Traffic (%)						
Lane Group Flow (vph)	269	0	764	251	144	681
Turn Type	Prot		NA	pm+ov	Prot	NA
Protected Phases	4		2	4	1	6
Permitted Phases				2		
Detector Phase	4		2	4	1	6
Switch Phase						
Minimum Initial (s)	7.0		12.0	7.0	7.0	12.0
Minimum Split (s)	14.0		19.0	14.0	14.0	19.0
Total Split (s)	32.0		66.0	32.0	20.0	88.0
Total Split (%)	26.7%		56.7%	26.7%	16.7%	73.3%
Maximum Green (s)	25.0		61.0	25.0	13.0	81.0
Yellow Time (s)	5.0		5.0	5.0	5.0	5.0
All-Red Time (s)	2.0		2.0	2.0	2.0	2.0
Lost Time Adjust (s)	-2.0		-2.0	-2.0	-2.0	-2.0
Total Lost Time (s)	5.0		5.0	5.0	5.0	5.0
Lead/Lag			Lead		Lag	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	3.0		3.0	3.0	3.0	3.0
Recall Mode	Min		Min	Min	None	Min
Act Effect Green (s)	22.1		48.5	75.8	13.8	67.6
Actuated g/C Ratio	0.22		0.48	0.76	0.14	0.68
v/c Ratio	0.72		0.85	0.21	0.59	0.54
Control Delay	50.4		32.9	3.8	55.6	10.4
Queue Delay	0.0		0.0	0.0	0.0	0.0
Total Delay	50.4		32.9	3.8	55.6	10.4
LOS	D		C	A	E	B
Approach Delay	50.4		25.7			18.3
Approach LOS	D		C			B

Attachment 1 CZ 2023-02

Lanes, Volumes, Timings
1: Zebulon Road (NC 96) & Pippin Road

07/26/2022



Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Queue Length 50th (ft)	168		431	40	92	208
Queue Length 95th (ft)	291		633	61	#188	318
Internal Link Dist (ft)	1170		1040			2453
Turn Bay Length (ft)				100	150	
Base Capacity (vph)	477		1223	1193	276	1536
Starvation Cap Reductn	0		0	0	0	0
Spillback Cap Reductn	0		0	0	0	0
Storage Cap Reductn	0		0	0	0	0
Reduced v/c Ratio	0.56		0.62	0.21	0.52	0.44

Intersection Summary

Area Type: Other
 Cycle Length: 120
 Actuated Cycle Length: 100.1
 Natural Cycle: 70
 Control Type: Actuated-Uncoordinated
 Maximum v/c Ratio: 0.85
 Intersection Signal Delay: 26.0
 Intersection Capacity Utilization 70.0%
 Analysis Period (min) 15
 # 95th percentile volume exceeds capacity, queue may be longer.
 Queue shown is maximum after two cycles.

Intersection LOS: C
ICU Level of Service C

Splits and Phases: 1: Zebulon Road (NC 96) & Pippin Road



Attachment 1
CZ 2023-02

Lanes, Volumes, Timings
1: Zebulon Road (NC 96) & Pippin Road

07/28/2022

	↙	↖	↑	↗	↘	↓
Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations	↖		↑	↗	↘	↓
Traffic Volume (vph)	138	118	695	252	130	617
Future Volume (vph)	138	118	695	252	130	617
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0	0		100	150	
Storage Lanes	1	0		1	1	
Taper Length (ft)	25				100	
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Frt	0.938			0.850		
Flt Protected	0.974				0.950	
Satd. Flow (prot)	1702	0	1863	1583	1770	1863
Flt Permitted	0.974				0.950	
Satd. Flow (perm)	1702	0	1863	1583	1770	1863
Right Turn on Red		No		No		
Satd. Flow (RTOR)						
Link Speed (mph)	35		45			45
Link Distance (ft)	1250		1120			2533
Travel Time (s)	24.4		17.0			38.4
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	153	131	772	280	144	686
Shared Lane Traffic (%)						
Lane Group Flow (vph)	284	0	772	280	144	686
Turn Type	Prot		NA	pm+ov	Prot	NA
Protected Phases	4		2	4	1	6
Permitted Phases				2		
Detector Phase	4		2	4	1	6
Switch Phase						
Minimum Initial (s)	7.0		12.0	7.0	7.0	12.0
Minimum Split (s)	14.0		19.0	14.0	14.0	19.0
Total Split (s)	32.0		68.0	32.0	20.0	88.0
Total Split (%)	26.7%		56.7%	26.7%	16.7%	73.3%
Maximum Green (s)	25.0		61.0	25.0	13.0	81.0
Yellow Time (s)	5.0		5.0	5.0	5.0	5.0
All-Red Time (s)	2.0		2.0	2.0	2.0	2.0
Lost Time Adjust (s)	-2.0		-2.0	-2.0	-2.0	-2.0
Total Lost Time (s)	5.0		5.0	5.0	5.0	5.0
Lead/Lag			Lead		Lag	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	3.0		3.0	3.0	3.0	3.0
Recall Mode	Min		Min	Min	None	Min
Act Effect Green (s)	22.9		49.5	77.6	13.8	68.5
Actuated g/C Ratio	0.22		0.49	0.76	0.14	0.67
v/c Ratio	0.74		0.85	0.23	0.60	0.55
Control Delay	52.0		33.7	3.9	56.9	10.7
Queue Delay	0.0		0.0	0.0	0.0	0.0
Total Delay	52.0		33.7	3.9	56.9	10.7
LOS	D		C	A	E	B
Approach Delay	52.0		25.7			18.7
Approach LOS	D		C			B

Attachment 1 CZ 2023-02

Lanes, Volumes, Timings
1: Zebulon Road (NC 96) & Pippin Road

07/28/2022



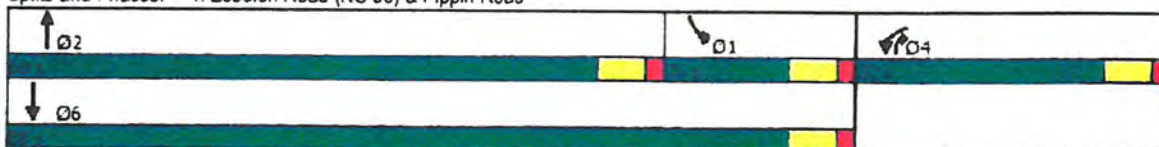
Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Queue Length 50th (ft)	182		453	45	95	222
Queue Length 95th (ft)	#323		644	68	#188	323
Internal Link Dist (ft)	1170		1040			2453
Turn Bay Length (ft)				100	150	
Base Capacity (vph)	468		1198	1196	270	1514
Starvation Cap Reductn	0		0	0	0	0
Spillback Cap Reductn	0		0	0	0	0
Storage Cap Reductn	0		0	0	0	0
Reduced v/c Ratio	0.61		0.64	0.23	0.53	0.45

Intersection Summary

Area Type: Other
 Cycle Length: 120
 Actuated Cycle Length: 101.8
 Natural Cycle: 70
 Control Type: Actuated-Uncoordinated
 Maximum v/c Ratio: 0.85
 Intersection Signal Delay: 26.5
 Intersection Capacity Utilization 71.2%
 Analysis Period (min) 15
 Intersection LOS: C
 ICU Level of Service C

95th percentile volume exceeds capacity, queue may be longer.
 Queue shown is maximum after two cycles.

Splits and Phases: 1. Zebulon Road (NC 96) & Pippin Road



Attachment 1
CZ 2023-02

HCM 6th TWSC
2: Zebulon Road (NC 96) & Glory Road

07/28/2022

Intersection						
Int Delay, s/veh	0.2					
Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations	Y			Y	Y	
Traffic Vol, veh/h	4	5	4	450	619	4
Future Vol, veh/h	4	5	4	450	619	4
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized		None		None		None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	4	6	4	500	688	4

Major/Minor	Minor2	Major1	Major2			
Conflicting Flow All	1198	690	692	0	-	0
Stage 1	690	-	-	-	-	-
Stage 2	508	-	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-	-
Pot Cap-1 Maneuver	205	445	903	-	-	-
Stage 1	498	-	-	-	-	-
Stage 2	604	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-
Mov Cap-1 Maneuver	204	445	903	-	-	-
Mov Cap-2 Maneuver	204	-	-	-	-	-
Stage 1	495	-	-	-	-	-
Stage 2	604	-	-	-	-	-

Approach	EB	NB	SB
HCM Control Delay, s	17.8	0.1	0
HCM LOS	C		

Minor Lane/Major Mvmt	NBL	NBT	EBLn1	SBT	SBR
Capacity (veh/h)	903	-	292	-	-
HCM Lane V/C Ratio	0.005	-	0.034	-	-
HCM Control Delay (s)	9	0	17.8	-	-
HCM Lane LOS	A	A	C	-	-
HCM 95th %tile Q(veh)	0	-	0.1	-	-

Attachment 1
CZ 2023-02

HCM 6th TWSC

2: Zebulon Road (NC 96) & Glory Road/Weaver's Ridge Site Drive

07/28/2022

Intersection

Int Delay, s/veh 15.8

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕		↕	↕			↕	↕	↕	↕	
Traffic Vol, veh/h	4	4	6	118	4	39	4	500	38	12	679	4
Future Vol, veh/h	4	4	6	118	4	39	4	500	38	12	679	4
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	0	-	-	-	-	100	50	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	4	4	7	131	4	43	4	556	42	13	754	4

Major/Minor	Minor2	Minor1	Major1	Major2
Conflicting Flow All	1391	1388	756	1352
Stage 1	782	782	-	564
Stage 2	609	606	-	788
Critical Hdwy	7.12	6.52	6.22	7.12
Critical Hdwy Stg 1	6.12	5.52	-	6.12
Critical Hdwy Stg 2	6.12	5.52	-	5.52
Follow-up Hdwy	3.518	4.018	3.318	3.518
Pot Cap-1 Maneuver	120	143	408	127
Stage 1	387	405	-	510
Stage 2	482	487	-	384
Platoon blocked, %	-	-	-	-
Mov Cap-1 Maneuver	106	140	408	120
Mov Cap-2 Maneuver	106	140	-	120
Stage 1	384	400	-	506
Stage 2	436	484	-	369

Approach	EB	WB	NB	SB
HCM Control Delay, s	27.9	135.1	0.1	0.2
HCM LOS	D	F		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	WBLn2	SBL	SBT	SBR
Capacity (veh/h)	853	-	-	173	120	428	979	-	-
HCM Lane V/C Ratio	0.005	-	-	0.09	1.093	0.112	0.014	-	-
HCM Control Delay (s)	9.2	0	-	27.9	179.1	14.5	8.7	-	-
HCM Lane LOS	A	A	-	D	F	B	A	-	-
HCM 95th %ile Q(veh)	0	-	-	0.3	7.7	0.4	0	-	-

Notes

-: Volume exceeds capacity \$: Delay exceeds 300s +: Computation Not Defined *: All major volume in platoon

Attachment 1
CZ 2023-02

HCM 6th TWSC

2: Zebulon Road (NC 96) & Glory Road/Weaver's Ridge Site Drive

07/28/2022

Intersection												
Int Delay, s/veh	18.7											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↔		↔	↔			↔	↔	↔	↔	
Traffic Vol, veh/h	4	4	6	124	4	54	4	500	40	17	679	4
Future Vol, veh/h	4	4	6	124	4	54	4	500	40	17	679	4
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	0	-	-	-	-	100	50	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	4	4	7	138	4	60	4	556	44	19	754	4

Major/Minor	Minor2		Minor1		Major1		Major2					
Conflicting Flow All	1412	1402	756	1364	1360	556	758	0	0	600	0	0
Stage 1	794	794	-	564	564	-	-	-	-	-	-	-
Stage 2	618	608	-	800	796	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	116	140	408	125	148	531	853	-	-	977	-	-
Stage 1	381	400	-	510	508	-	-	-	-	-	-	-
Stage 2	477	486	-	379	399	-	-	-	-	-	-	-
Platoon blocked, %												
Mov Cap-1 Maneuver	98	136	408	118	144	531	853	-	-	977	-	-
Mov Cap-2 Maneuver	98	136	-	118	144	-	-	-	-	-	-	-
Stage 1	378	392	-	506	504	-	-	-	-	-	-	-
Stage 2	416	483	-	361	391	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	29.1	144.5	0.1	0.2
HCM LOS	D	F		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	WBLn2	SBL	SBT	SBR
Capacity (veh/h)	853	-	-	165	118	448	977	-	-
HCM Lane V/C Ratio	0.005	-	-	0.094	1.168	0.144	0.019	-	-
HCM Control Delay (s)	9.2	0	-	29.1	205.3	14.4	8.8	-	-
HCM Lane LOS	A	A	-	D	F	B	A	-	-
HCM 95th %tile Q(veh)	0	-	-	0.3	8.5	0.5	0.1	-	-

Notes
 - Volume exceeds capacity \$: Delay exceeds 300s *: Computation Not Defined *: All major volume in platoon

Attachment 1 CZ 2023-02

Lanes, Volumes, Timings

2: Zebulon Road (NC 96) & Glory Road/Weaver's Ridge Site Drive

07/28/2022

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	4	4	6	124	4	54	4	500	40	17	679	4
Future Volume (vph)	4	4	6	124	4	54	4	500	40	17	679	4
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		0	0		0	0		100	50		0
Storage Lanes	0		0	1		0	0		1	1		0
Taper Length (ft)	25			25			25			100		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.937			0.859				0.850		0.999	
Flt Protected		0.987		0.950						0.950		
Satd. Flow (prot)	0	1723	0	1770	1600	0	0	1863	1583	1770	1861	0
Flt Permitted		0.987		0.950				0.996		0.950		
Satd. Flow (perm)	0	1723	0	1770	1600	0	0	1855	1583	1770	1861	0
Right Turn on Red			No			No			No			No
Satd. Flow (RTOR)												
Link Speed (mph)		55			30			45			45	
Link Distance (ft)		1719			1308			2533			1115	
Travel Time (s)		21.3			29.7			38.4			16.9	
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	4	4	7	138	4	60	4	556	44	19	754	4
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	15	0	138	64	0	0	560	44	19	758	0
Turn Type	Split	NA		Split	NA		Perm	NA	pm+ov	Prot	NA	
Protected Phases	4	4		8	8			2	8	1	6	
Permitted Phases							2		2			
Detector Phase	4	4		8	8		2	2	8	1	6	
Switch Phase												
Minimum Initial (s)	7.0	7.0		7.0	7.0		12.0	12.0	7.0	7.0	12.0	
Minimum Split (s)	14.0	14.0		14.0	14.0		19.0	19.0	14.0	14.0	19.0	
Total Split (s)	14.0	14.0		23.0	23.0		69.0	69.0	23.0	14.0	83.0	
Total Split (%)	11.7%	11.7%		19.2%	19.2%		57.5%	57.5%	19.2%	11.7%	69.2%	
Maximum Green (s)	7.0	7.0		16.0	16.0		62.0	62.0	16.0	7.0	76.0	
Yellow Time (s)	5.0	5.0		5.0	5.0		5.0	5.0	5.0	5.0	5.0	
All-Red Time (s)	2.0	2.0		2.0	2.0		2.0	2.0	2.0	2.0	2.0	
Lost Time Adjust (s)		-2.0		-2.0	-2.0			-2.0	-2.0	-2.0	-2.0	
Total Lost Time (s)		5.0		5.0	5.0			5.0	5.0	5.0	5.0	
Lead/Lag							Lead	Lead		Lag		
Lead-Lag Optimize?							Yes	Yes		Yes		
Vehicle Extension (s)	3.0	3.0		3.0	3.0		3.0	3.0	3.0	3.0	3.0	
Recall Mode	None	None		None	None		C-Min	C-Min	None	None	C-Min	
Act Effect Green (s)		9.3		16.6	16.6			81.5	106.0	9.5	87.5	
Actuated g/C Ratio		0.08		0.14	0.14			0.68	0.88	0.08	0.73	
v/c Ratio		0.11		0.57	0.29			0.44	0.03	0.14	0.56	
Control Delay		53.3		56.8	48.4			11.0	0.4	53.5	11.6	
Queue Delay		0.0		0.0	0.0			0.0	0.0	0.0	0.0	
Total Delay		53.3		56.8	48.4			11.0	0.4	53.5	11.6	
LOS		D		E	D			B	A	D	B	
Approach Delay		53.3			54.2			10.2			12.6	
Approach LOS		D			D			B			B	

Attachment 1 CZ 2023-02

Lanes, Volumes, Timings

2: Zebulon Road (NC 96) & Glory Road/Weaver's Ridge Site Drive

07/28/2022

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Queue Length 50th (ft)		11		101	45			3	0	14	183	
Queue Length 95th (ft)		33		161	84			494	m1	38	504	
Internal Link Dist (ft)		1639			1228			2453			1035	
Turn Bay Length (ft)									100	50		
Base Capacity (vph)		133		279	252			1285	1385	139	1376	
Starvation Cap Reductn		0		0	0			0	0	0	0	
Spillback Cap Reductn		0		0	0			0	0	0	0	
Storage Cap Reductn		0		0	0			0	0	0	0	
Reduced v/c Ratio		0.11		0.49	0.25			0.44	0.03	0.14	0.55	

Intersection Summary

Area Type: Other

Cycle Length: 120

Actuated Cycle Length: 120

Offset: 0 (0%). Referenced to phase 2.NBTL and 6.SBT. Start of Green

Natural Cycle: 75

Control Type: Actuated-Coordinated

Maximum v/c Ratio: 0.57

Intersection Signal Delay: 17.4

Intersection LOS: B

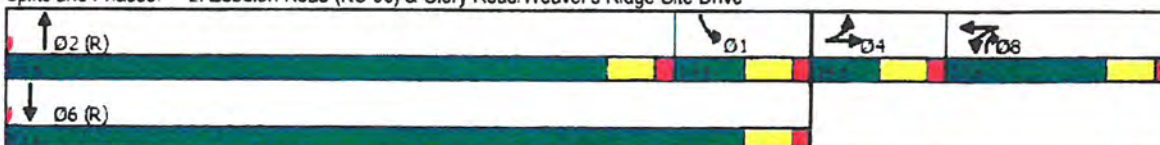
Intersection Capacity Utilization 60.1%

ICU Level of Service B

Analysis Period (min) 15

m: Volume for 95th percentile queue is metered by upstream signal.

Splits and Phases: 2: Zebulon Road (NC 96) & Glory Road/Weaver's Ridge Site Drive



Attachment 1
CZ 2023-02

HCM 6th TWSC
2: Zebulon Road (NC 96) & Glory Road

07/28/2022

Intersection	
Int Delay, s/veh	0.2

Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations	4	4	13	4	4	4
Traffic Vol, veh/h	4	4	13	604	604	4
Future Vol, veh/h	4	4	13	604	604	4
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	4	4	14	671	671	4

Major/Minor	Minor2	Major1	Major2
Conflicting Flow All	1372	673	675
Stage 1	673	-	-
Stage 2	699	-	-
Critical Hdwy	6.42	6.22	4.12
Critical Hdwy Stg 1	5.42	-	-
Critical Hdwy Stg 2	5.42	-	-
Follow-up Hdwy	3.518	3.318	2.218
Pot Cap-1 Maneuver	151	455	916
Stage 1	507	-	-
Stage 2	493	-	-
Platoon blocked, %	-	-	-
Mov Cap-1 Maneuver	157	455	916
Mov Cap-2 Maneuver	157	-	-
Stage 1	495	-	-
Stage 2	493	-	-

Approach	EB	NB	SB
HCM Control Delay, s	21.1	0.2	0
HCM LOS	C		

Minor Lane/Major Mvmt	NBL	NBT	EBLn1	SBT	SBR
Capacity (veh/h)	916	-	233	-	-
HCM Lane V/C Ratio	0.016	-	0.038	-	-
HCM Control Delay (s)	9	0	21.1	-	-
HCM Lane LOS	A	A	C	-	-
HCM 95th %ile Q(veh)	0	-	0.1	-	-

Attachment 1
CZ 2023-02

HCM 6th TWSC
2: Zebulon Road (NC 96) & Glory Road/Weaver's Ridge Site Drive

07/28/2022

Intersection												
Int Delay, s/veh	12.1											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕		↕	↕			↕	↕	↕	↕	
Traffic Vol, veh/h	4	4	4	75	4	25	14	665	127	42	669	4
Future Vol, veh/h	4	4	4	75	4	25	14	665	127	42	669	4
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	0	-	-	-	-	100	50	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	4	4	4	83	4	28	16	739	141	47	743	4

Major/Minor	Minor2		Minor1		Major1		Major2					
Conflicting Flow All	1697	1751	745	1614	1612	739	747	0	0	880	0	0
Stage 1	839	839	-	771	771	-	-	-	-	-	-	-
Stage 2	858	912	-	843	841	-	-	-	-	-	-	-
Critical Hdwy	7.12	8.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	73	86	414	84	104	417	861	-	-	768	-	-
Stage 1	360	381	-	393	410	-	-	-	-	-	-	-
Stage 2	352	353	-	358	380	-	-	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	61	78	414	74	94	417	861	-	-	768	-	-
Mov Cap-2 Maneuver	61	78	-	74	94	-	-	-	-	-	-	-
Stage 1	346	358	-	378	394	-	-	-	-	-	-	-
Stage 2	313	340	-	328	357	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	49	179.6	0.2	0.6
HCM LOS	E	F		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	WBLn2	SBL	SBT	SBR
Capacity (veh/h)	861	-	-	95	74	283	768	-	-
HCM Lane V/C Ratio	0.018	-	-	0.14	1.126	0.114	0.061	-	-
HCM Control Delay (s)	9.3	0	-	49	241.6	19.3	10	-	-
HCM Lane LOS	A	A	-	E	F	C	A	-	-
HCM 95th %ile Q(veh)	0.1	-	-	0.5	6.2	0.4	0.2	-	-

Notes
 -- Volume exceeds capacity \$: Delay exceeds 300s +: Computation Not Defined *: All major volume in platoon

Attachment 1
CZ 2023-02

HCM 6th TWSC

2: Zebulon Road (NC 96) & Glory Road/Weaver's Ridge Stie Drive

07/28/2022

Intersection

Int Delay, s/veh	15.9											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations	↔ ↔ ↕ ↕ ↕ ↕ ↕ ↕ ↕ ↕ ↕ ↕											
Traffic Vol, veh/h	4	4	4	79	4	35	14	665	134	59	669	4
Future Vol, veh/h	4	4	4	79	4	35	14	665	134	59	669	4
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	0	-	-	-	-	100	50	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	4	4	4	88	4	39	16	739	149	66	743	4

Major/Minor	Minor2		Minor1		Major1		Major2			
Conflicting Flow All	1744	1797	745	1652	1650	739	747	0	0	888
Stage 1	877	877	-	771	771	-	-	-	-	-
Stage 2	867	920	-	881	879	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218
Pot Cap-1 Maneuver	88	80	414	~79	99	417	861	-	-	763
Stage 1	343	366	-	393	410	-	-	-	-	-
Stage 2	348	350	-	341	365	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	54	70	414	~68	87	417	861	-	-	763
Mov Cap-2 Maneuver	54	70	-	~68	87	-	-	-	-	-
Stage 1	330	334	-	378	394	-	-	-	-	-
Stage 2	300	337	-	304	333	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	55.1	214.2	0.2	0.8
HCM LOS	F	F		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	WBLn2	SBL	SBT	SBR
Capacity (veh/h)	861	-	-	85	68	300	763	-	-
HCM Lane V/C Ratio	0.018	-	-	0.157	1.291	0.144	0.086	-	-
HCM Control Delay (s)	9.3	0	-	55.1	310.6	19	10.2	-	-
HCM Lane LOS	A	A	-	F	F	C	B	-	-
HCM 95th %ile Q(veh)	0.1	-	-	0.5	7.1	0.5	0.3	-	-

Notes
 = Volume exceeds capacity \$ Delay exceeds 300s + Computation Not Defined * All major volume in platoon

Attachment 1
CZ 2023-02

Lanes, Volumes, Timings

2: Zebulon Road (NC 96) & Glory Road/Weaver's Ridge Site Drive

07/28/2022

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	4	4	4	79	4	35	14	665	134	59	669	4
Future Volume (vph)	4	4	4	79	4	35	14	665	134	59	669	4
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		0	0		0	0		100	50		0
Storage Lanes	0		0	1		0	0		1	1		0
Taper Length (ft)	25			25			25			100		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.955			0.864				0.850		0.999	
Flt Protected		0.984		0.950				0.999		0.950		
Satd. Flow (prot)	0	1750	0	1770	1609	0	0	1861	1583	1770	1861	0
Flt Permitted		0.984		0.950				0.979		0.950		
Satd. Flow (perm)	0	1750	0	1770	1609	0	0	1824	1583	1770	1861	0
Right Turn on Red			No			No			No			No
Satd. Flow (RTOR)												
Link Speed (mph)		55		30				45		45		
Link Distance (ft)		1719		1404				2533		1320		
Travel Time (s)		21.3		31.9				38.4		20.0		
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Adj. Flow (vph)	4	4	4	88	4	39	16	739	149	66	743	4
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	12	0	88	43	0	0	755	149	66	747	0
Turn Type	Split	NA		Split	NA		Perm	NA	pm+ov	Prot	NA	
Protected Phases	4	4		8	8			2	8	1	6	
Permitted Phases							2		2			
Detector Phase	4	4		8	8		2	2	8	1	6	
Switch Phase												
Minimum Initial (s)	7.0	7.0		7.0	7.0		12.0	12.0	7.0	7.0	12.0	
Minimum Split (s)	14.0	14.0		14.0	14.0		19.0	19.0	14.0	14.0	19.0	
Total Split (s)	14.0	14.0		23.0	23.0		69.0	69.0	23.0	14.0	83.0	
Total Split (%)	11.7%	11.7%		19.2%	19.2%		57.5%	57.5%	19.2%	11.7%	69.2%	
Maximum Green (s)	7.0	7.0		16.0	16.0		62.0	62.0	16.0	7.0	76.0	
Yellow Time (s)	5.0	5.0		5.0	5.0		5.0	5.0	5.0	5.0	5.0	
All-Red Time (s)	2.0	2.0		2.0	2.0		2.0	2.0	2.0	2.0	2.0	
Lost Time Adjust (s)		-2.0		-2.0	-2.0			-2.0	-2.0	-2.0	-2.0	
Total Lost Time (s)		5.0		5.0	5.0			5.0	5.0	5.0	5.0	
Lead/Lag							Lag	Lag		Lead		
Lead-Lag Optimize?							Yes	Yes		Yes		
Vehicle Extension (s)	3.0	3.0		3.0	3.0		3.0	3.0	3.0	3.0	3.0	
Recall Mode	None	None		None	None		C-Min	C-Min	None	None	C-Min	
Act Effect Green (s)		9.0		13.4	13.4			78.1	95.5	10.7	91.0	
Actuated g/C Ratio		0.08		0.11	0.11			0.65	0.80	0.09	0.76	
v/c Ratio		0.09		0.45	0.24			0.64	0.12	0.42	0.53	
Control Delay		53.5		56.2	50.5			6.2	1.0	60.3	9.3	
Queue Delay		0.0		0.0	0.0			0.0	0.0	0.0	0.0	
Total Delay		53.5		56.2	50.5			6.2	1.0	60.3	9.3	
LOS		D		E	D			A	A	E	A	
Approach Delay		53.5			54.4			5.4			13.4	
Approach LOS		D			D			A			B	

Attachment 1
CZ 2023-02

Lanes, Volumes, Timings

2: Zebulon Road (NC 96) & Glory Road/Weaver's Ridge Site Drive

07/28/2022



Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Queue Length 50th (ft)		9		65	31			74	0	49	150	
Queue Length 95th (ft)		29		114	65			169	m13	98	431	
Internal Link Dist (ft)		1639			1324			2453			1240	
Turn Bay Length (ft)									100	50		
Base Capacity (vph)		131		265	241			1191	1297	157	1411	
Starvation Cap Reductn		0		0	0			0	0	0	0	
Spillback Cap Reductn		0		0	0			0	0	0	0	
Storage Cap Reductn		0		0	0			0	0	0	0	
Reduced v/c Ratio		0.09		0.33	0.18			0.63	0.11	0.42	0.53	

Intersection Summary

Area Type: Other

Cycle Length: 120

Actuated Cycle Length: 120

Offset: 0 (0%), Referenced to phase 2:NBTL and 6:SBT, Start of Green

Natural Cycle: 80

Control Type: Actuated-Coordinated

Maximum v/c Ratio: 0.64

Intersection Signal Delay: 12.7

Intersection LOS: B

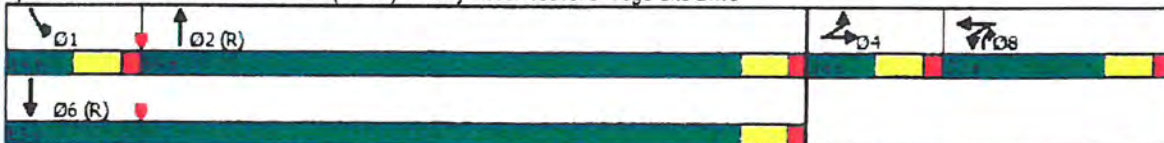
Intersection Capacity Utilization 68.3%

ICU Level of Service C

Analysis Period (min) 15

m Volume for 95th percentile queue is metered by upstream signal.

Splits and Phases: 2: Zebulon Road (NC 96) & Glory Road/Weaver's Ridge Site Drive



Attachment 1
CZ 2023-02

HCM 6th TWSC
3: Pearces Road & Pippin Road

07/28/2022

Intersection												
Int Delay, s/veh	4.9											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	61	14	31	43	21	15	13	57	12	29	297	20
Future Vol, veh/h	61	14	31	43	21	15	13	57	12	29	297	20
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2	2	300	2	2	2	2
Mvmt Flow	68	16	34	48	23	17	14	63	13	32	330	22

Major/Minor	Minor2		Minor1		Major1		Major2					
Conflicting Flow All	523	509	341	528	514	70	352	0	0	76	0	0
Stage 1	405	405	-	98	98	-	-	-	-	-	-	-
Stage 2	118	104	-	430	416	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	465	467	701	461	464	993	1207	-	-	1523	-	-
Stage 1	622	598	-	908	814	-	-	-	-	-	-	-
Stage 2	887	809	-	603	592	-	-	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	426	449	701	414	446	993	1207	-	-	1523	-	-
Mov Cap-2 Maneuver	426	449	-	414	446	-	-	-	-	-	-	-
Stage 1	615	582	-	897	804	-	-	-	-	-	-	-
Stage 2	837	799	-	544	577	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	14.8	14.3	1.3	0.6
HCM LOS	B	B		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	SBL	SBT	SBR
Capacity (veh/h)	1207	-	-	485	476	1523	-	-
HCM Lane V/C Ratio	0.012	-	-	0.243	0.184	0.021	-	-
HCM Control Delay (s)	8	0	-	14.8	14.3	7.4	0	-
HCM Lane LOS	A	A	-	B	B	A	A	-
HCM 95th %tile Q(veh)	0	-	-	0.9	0.7	0.1	-	-

Attachment 1
CZ 2023-02

HCM 6th TWSC
3: Pearces Road & Pippin Road

07/28/2022

Intersection

Int Delay, s/veh 6

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↔			↔			↔			↔	
Traffic Vol, veh/h	85	17	39	47	24	16	16	62	13	32	324	29
Future Vol, veh/h	85	17	39	47	24	16	16	62	13	32	324	29
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	94	19	43	52	27	18	18	69	14	36	360	32

Major/Minor	Minor2		Minor1		Major1		Major2					
Conflicting Flow All	583	567	376	591	576	76	392	0	0	83	0	0
Stage 1	448	448	-	112	112	-	-	-	-	-	-	-
Stage 2	135	119	-	479	464	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	424	433	670	419	428	985	1167	-	-	1514	-	-
Stage 1	590	573	-	893	803	-	-	-	-	-	-	-
Stage 2	868	797	-	568	564	-	-	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	382	413	670	365	408	985	1167	-	-	1514	-	-
Mov Cap-2 Maneuver	382	413	-	365	408	-	-	-	-	-	-	-
Stage 1	581	555	-	879	790	-	-	-	-	-	-	-
Stage 2	810	784	-	497	547	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	17.7	15.9	1.4	0.6
HCM LOS	C	C		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	SBL	SBT	SBR
Capacity (veh/h)	1167	-	-	438	427	1514	-	-
HCM Lane V/C Ratio	0.015	-	-	0.358	0.226	0.023	-	-
HCM Control Delay (s)	8.1	0	-	17.7	15.9	7.4	0	-
HCM Lane LOS	A	A	-	C	C	A	A	-
HCM 95th %ile Q(veh)	0	-	-	1.6	0.9	0.1	-	-

Attachment 1
CZ 2023-02

HCM 6th TWSC
3: Pearces Road & Pippin Road

07/28/2022

Intersection												
Int Delay, s/veh	6.5											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations	↕			↕			↕			↕		
Traffic Vol, veh/h	97	17	42	47	24	16	17	62	13	32	324	33
Future Vol, veh/h	97	17	42	47	24	16	17	62	13	32	324	33
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	108	19	47	52	27	18	19	69	14	36	360	37

Major/Minor	Minor2		Minor1		Major1		Major2					
Conflicting Flow All	588	572	379	598	583	76	397	0	0	83	0	0
Stage 1	451	451	-	114	114	-	-	-	-	-	-	-
Stage 2	137	121	-	484	469	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	421	430	668	414	424	985	1162	-	-	1514	-	-
Stage 1	588	571	-	891	801	-	-	-	-	-	-	-
Stage 2	866	796	-	564	561	-	-	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	378	410	668	358	404	985	1162	-	-	1514	-	-
Mov Cap-2 Maneuver	378	410	-	358	404	-	-	-	-	-	-	-
Stage 1	578	553	-	876	787	-	-	-	-	-	-	-
Stage 2	808	782	-	491	544	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	18.8	16.1	1.5	0.6
HCM LOS	C	C		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	SBL	SBT	SBR
Capacity (veh/h)	1162	-	-	432	420	1514	-	-
HCM Lane V/C Ratio	0.016	-	-	0.401	0.23	0.023	-	-
HCM Control Delay (s)	8.1	0	-	18.8	16.1	7.4	0	-
HCM Lane LOS	A	A	-	C	C	A	A	-
HCM 95th %tile Q(veh)	0.1	-	-	1.9	0.9	0.1	-	-

Attachment 1
CZ 2023-02

HCM 6th TWSC
3: Pearces Road & Pippin Road

07/28/2022

Intersection

Int Delay, s/veh 4.3

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations	↕			↕			↕			↕		
Traffic Vol, veh/h	43	19	25	24	28	44	28	275	46	17	165	74
Future Vol, veh/h	43	19	25	24	28	44	28	275	46	17	165	74
Conflicting Peds, #/hr.	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	48	21	28	27	31	49	31	306	51	19	183	82

Major/Minor	Minor2		Minor1		Major1			Major2				
Conflicting Flow All	696	681	224	681	697	332	265	0	0	357	0	0
Stage 1	262	262	-	394	394	-	-	-	-	-	-	-
Stage 2	434	419	-	287	303	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	356	373	815	364	365	710	1299	-	-	1202	-	-
Stage 1	743	691	-	631	605	-	-	-	-	-	-	-
Stage 2	600	590	-	720	664	-	-	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	298	355	815	323	347	710	1299	-	-	1202	-	-
Mov Cap-2 Maneuver	298	355	-	323	347	-	-	-	-	-	-	-
Stage 1	721	678	-	612	587	-	-	-	-	-	-	-
Stage 2	513	572	-	661	651	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	17.6	15.7	0.6	0.5
HCM LOS	C	C		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	SBL	SBT	SBR
Capacity (veh/h)	1299	-	-	381	442	1202	-	-
HCM Lane V/C Ratio	0.024	-	-	0.254	0.241	0.016	-	-
HCM Control Delay (s)	7.8	0	-	17.6	15.7	8	0	-
HCM Lane LOS	A	A	-	C	C	A	A	-
HCM 95th %file Q(veh)	0.1	-	-	1	0.9	0	-	-

Attachment 1
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HCM 6th TWSC
3: Pearces Road & Pippin Road

07/28/2022

Intersection

Int Delay, s/veh 5.5

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations	↕			↕			↕			↕		
Traffic Vol, veh/h	59	22	30	27	33	48	36	300	51	19	180	101
Future Vol, veh/h	59	22	30	27	33	48	36	300	51	19	180	101
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	66	24	33	30	37	53	40	333	57	21	200	112

Major/Minor	Minor2	Minor1	Major1	Major2
Conflicting Flow All	785	768	256	769
Stage 1	298	298	-	442
Stage 2	487	470	-	327
Critical Hdwy	7.12	6.52	6.22	7.12
Critical Hdwy Stg 1	6.12	5.52	-	6.12
Critical Hdwy Stg 2	6.12	5.52	-	6.12
Follow-up Hdwy	3.518	4.018	3.318	3.518
Pol Cap-1 Maneuver	310	332	783	318
Stage 1	711	667	-	594
Stage 2	562	560	-	686
Platoon blocked, %	-	-	-	-
Mov Cap-1 Maneuver	247	311	783	273
Mov Cap-2 Maneuver	247	311	-	273
Stage 1	682	652	-	570
Stage 2	464	537	-	618

Approach	EB	WB	NB	SB
HCM Control Delay, s	23.2	18.4	0.7	0.5
HCM LOS	C	C		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1WB	EBLn1	SBL	SBT	SBR
Capacity (veh/h)	1248	-	-	319	387	1169	-	-
HCM Lane V/C Ratio	0.032	-	-	0.387	0.31	0.018	-	-
HCM Control Delay (s)	8	0	-	23.2	18.4	8.1	0	-
HCM Lane LOS	A	A	-	C	C	A	A	-
HCM 95th %tile Q(veh)	0.1	-	-	1.8	1.3	0.1	-	-

Attachment 1
CZ 2023-02

HCM 6th TWSC
3: Pearces Road & Pippin Road

07/28/2022

Intersection

Int Delay, s/veh 6

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	67	22	32	27	33	48	39	300	51	19	180	114
Future Vol, veh/h	67	22	32	27	33	48	39	300	51	19	180	114
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	74	24	36	30	37	53	43	333	57	21	200	127

Major/Minor	Minor2		Minor1		Major1			Major2				
Conflicting Flow All	799	782	264	784	817	362	327	0	0	390	0	0
Stage 1	306	306	-	448	448	-	-	-	-	-	-	-
Stage 2	493	476	-	336	369	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	304	326	775	311	311	683	1233	-	-	1169	-	-
Stage 1	704	662	-	590	573	-	-	-	-	-	-	-
Stage 2	558	557	-	678	621	-	-	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	240	304	775	265	290	683	1233	-	-	1169	-	-
Mov Cap-2 Maneuver	240	304	-	265	290	-	-	-	-	-	-	-
Stage 1	672	647	-	563	547	-	-	-	-	-	-	-
Stage 2	458	532	-	609	607	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	25.4	18.9	0.8	0.5
HCM LOS	D	C		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	SBL	SBT	SBR
Capacity (veh/h)	1233	-	-	308	378	1169	-	-
HCM Lane V/C Ratio	0.035	-	-	0.437	0.317	0.018	-	-
HCM Control Delay (s)	8	0	-	25.4	18.9	8.1	0	-
HCM Lane LOS	A	A	-	D	C	A	A	-
HCM 95th %ile Q(veh)	0.1	-	-	2.1	1.3	0.1	-	-

Traffic Signal Warrant Analysis

Warrants 1 - 3 (Volume Warrants)

	Weaver's Pointe
	22390
	2025 Build

Major Street (N/S Road)	NC 96 (Zebulon Road)	Minor Street (E/W Road)	Glory Road / Site Access
Analyzed with	1 approach lane	Analyzed with	2 or more approach lanes
Total Approach Volume	2779 vehicles	Total Approach Volume	303 vehicles
Total Ped/Bike Volume	0 crossings	Total Ped/Bike Volume	0 crossings
Right turn reduction of	100 percent applied	Right turn reduction of	0 percent applied

No high speed or isolated community reduction applied to the Volume Warrant thresholds.

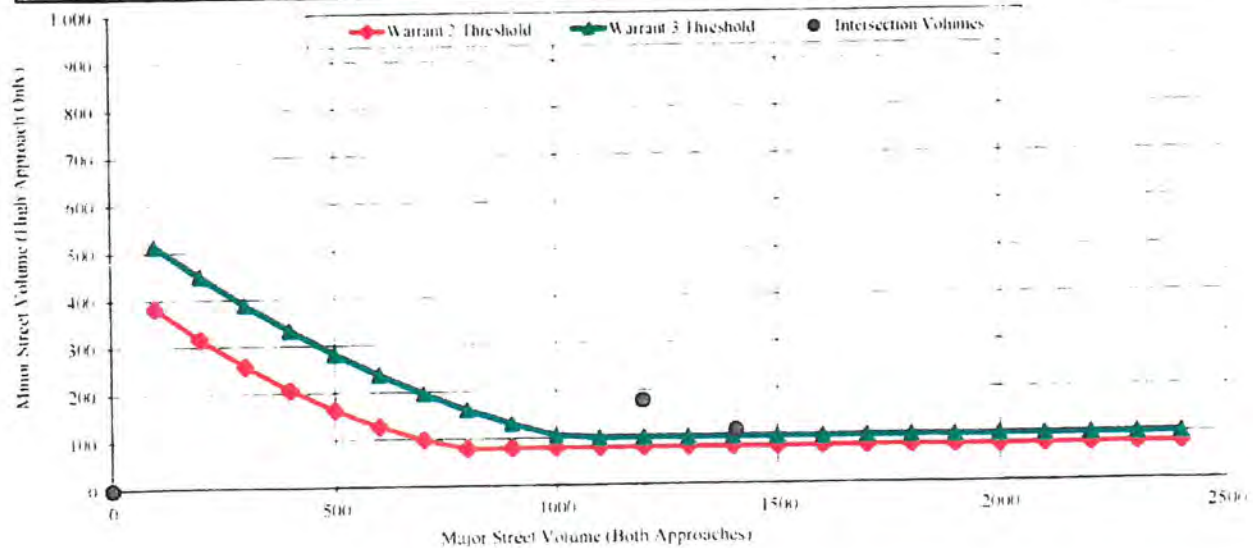
	Condition A	Condition B	Condition A+B*
Condition Satisfied?	Not Satisfied	Not Satisfied	Not Satisfied
Required values reached for	1 hour	2 hours	2 (Cond. A) & 2 (Cond. B)
Criteria - Major Street (veh/hr)	350	525	280 (Cond. A) & 420 (Cond. B)
Criteria - Minor Street (veh/hr)	140	70	112 (Cond. A) & 56 (Cond. B)

* Should be applied only after an adequate trial of other alternatives that could cause less delay and inconvenience to traffic has failed to solve the traffic problems.

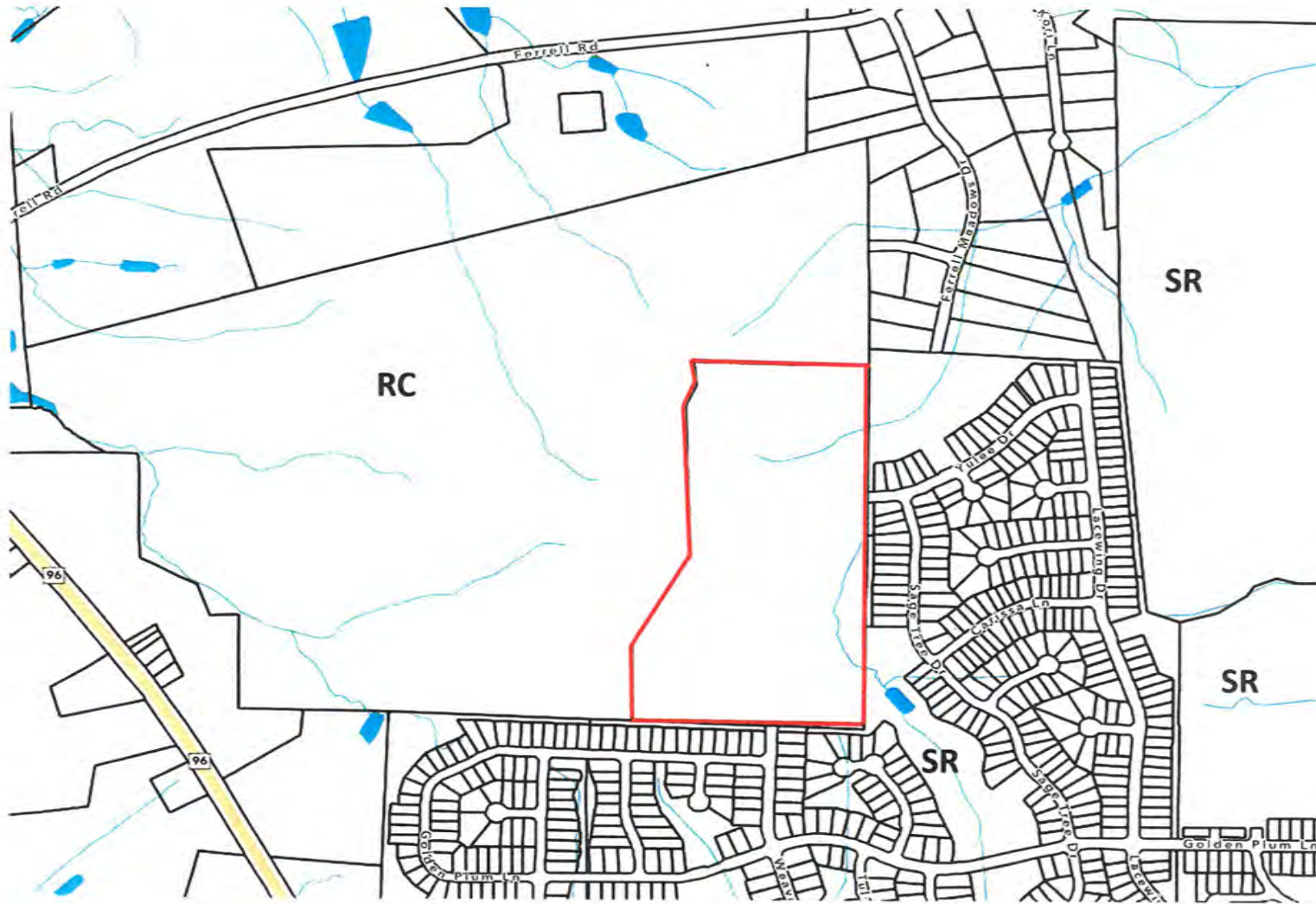
Condition Satisfied?	Not Satisfied
Required values reached for	2 hours
Criteria	See Figure Below

	Condition A	Condition B
Condition Satisfied?	Not Satisfied	Satisfied
Required values reached for	1422 total, 178 minor, 0 delay	2 hours
Criteria - Total Approach Volume (veh in one hour)	800	See Figure Below
Criteria - Minor Street High Side Volume (veh in one hour)	100	
Criteria - Minor Street High Side Delay (veh-hrs)	4	

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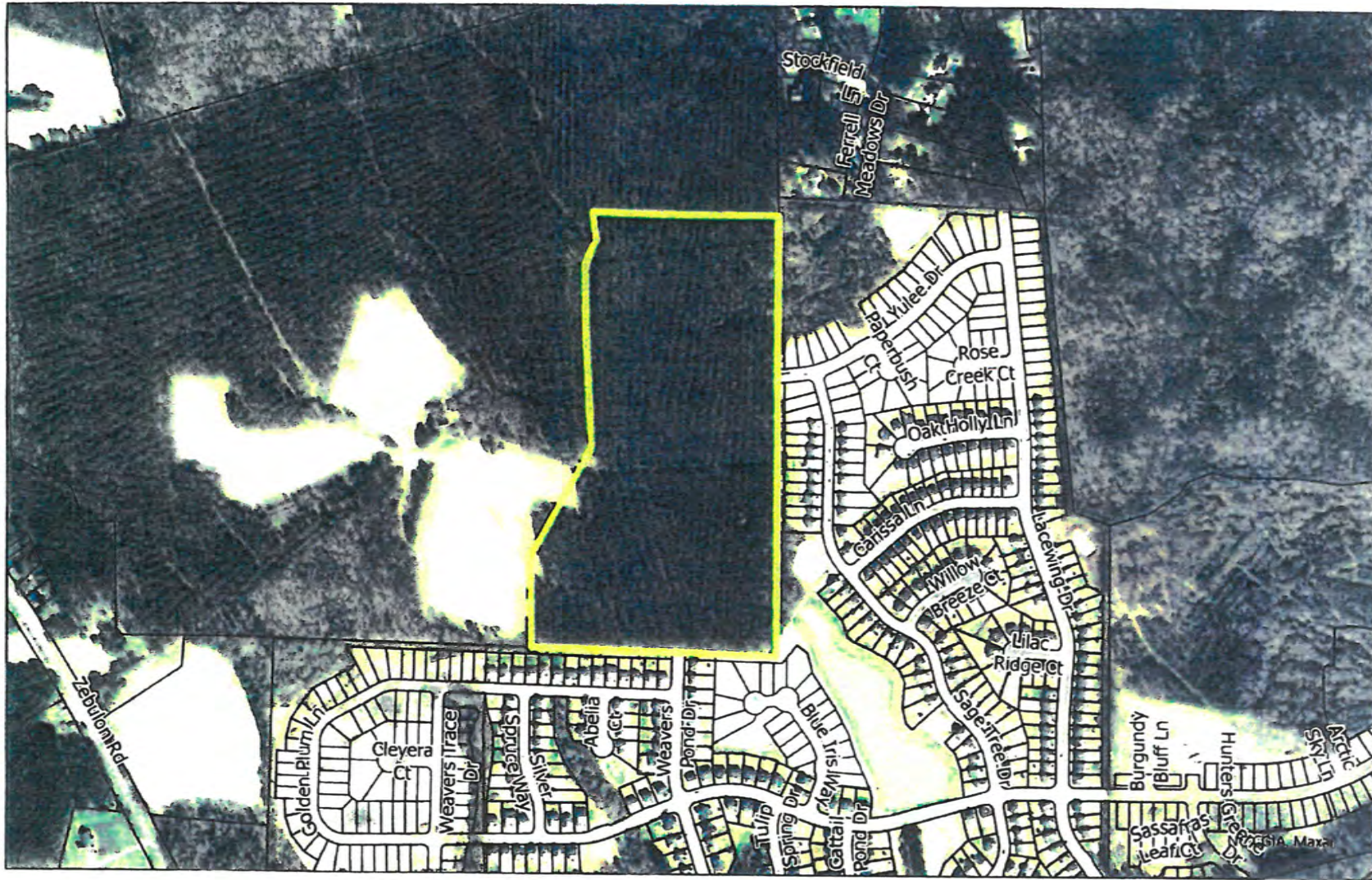
Attachment 2 – Future Land Use and Character Map





Rural Conservation (RC)
Suburban Residential (SR)

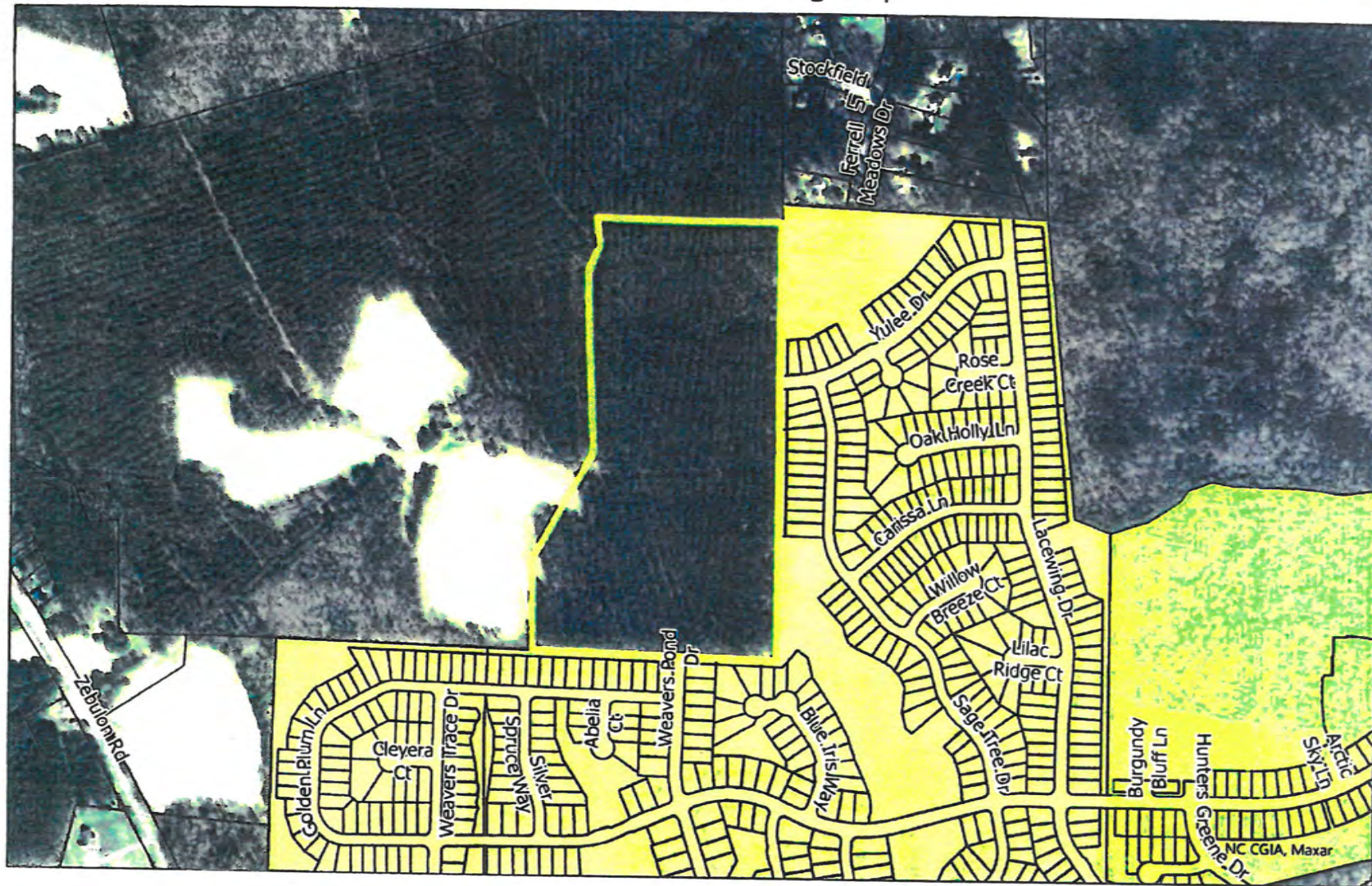
Wall Purdy Annexation and Rezoning
0 Weavers Pond Drive
Weavers Pond Development LL

Attachment 3 - Aerial Map



-  Subject Property (0 Weavers Pond Dr)
-  Parcels

Attachment 4 - Zoning Map



ZEBULON
NORTH CAROLINA



Subject Property (0 Weavers Pond Dr)

Parcels

Zoning Districts

R-4, Residential Neighborhood

R-13 SUD, Residential 13 - Special Use Districts

Attachment 6 - Site Pictures



View of property at the end of Yulee Dr

Attachment 6 - Site Pictures



View north on property near Yulee Dr

Attachment 6 - Site Pictures



View west on property

Attachment 6 - Site Pictures



View south on property (remaining trees on the left)

Attachment 6 - Site Pictures



Existing buffer between Weaver's Pond and Subject Property

ORDINANCE 2024-06
AMENDMENT TO CONDITIONAL ZONING MAP FOR
0 WEAVERS POND DRIVE – WEAVERS POINT (PIN# 1797701367)

The proposed Conditional Zoning Map Amendment for approximately 43.61 acres located at 0 Weavers Pond Drive (Pin# 1797701367) would be rezoned from R-40W to Residential Neighborhood – Conditional (R4-C) District in accordance with Section 2.2.6 of the Town of Zebulon Unified Development and NCGS 160D-703, with the following proposed conditions:

1. All lots shall be a minimum of 8,700 square feet.
2. All lot widths shall be a minimum of 70’.
3. All dwellings will have a minimum two-car garage.
4. Garage doors will have windows and carriage hardware.
5. Garages: garage doors shall be recessed behind the front plain of the home a minimum of 8”. Where a home provides a front porch, the garage may extend beyond the front plain of the home, provided the front porch extends beyond the front plain of the garage a minimum of 1’.
6. Side loaded garages shall be required on a minimum of 20% of the homes constructed. Side loaded garages and “J” driveways shall be allowed a side setback of 5’.
7. For all lots, the entire yard will be sodded.
8. Exterior building materials: exterior siding will be primarily fiber cement with brick or stone accents. the use of vinyl siding shall be prohibited, except for trim elements of the dwelling unit facade. Siding styles will include horizontal, shake, or board and batten design. At least two (2) of the following materials shall be used on each unit fiber-cement, masonry brick, brick veneer, masonry stone, stone veneer, or synthetic stone.
9. Foundations: foundations shall be raised above the finished grade – as measured along the front, street facing finished grade of the building pad - a minimum of 18”. Foundation types to be may include stem wall, raised slab, or crawl space.
10. Amenities will include a dog park, walking trails, and maintained open space. all open space and amenities will be maintained by the HOA.
11. A minimum of 8" roof overhang shall be provided along the front and back of each dwelling unit.
12. A 10-foot undisturbed buffer will be maintained around the development. where existing plants do not meet the requirements of the udo, plantings will be supplemented to meet the requirement.
13. Required decorative features each unit shall utilize at least one of the following: a decorative front door (minimum 25% glazing); window transom, door sidelights, or door transom.

14. Window treatments: windows on front elevations shall offer either trim or shutters. trim along headers and sills shall be a minimum of 3" wide. Shutters are decorative and may or may not be "operational". shutters shall have a minimum width of 18".
15. Porches: front porches shall extend beyond the front plain of the garage on 20% of the homes constructed. front porches shall be allowed to extend beyond the front setback of the building envelop a maximum of 10'.
16. Front porches shall wrap around the corner of the front façade on a minimum of 20% of the homes constructed.
17. All homes will have a rear patio or deck of at least 100 square feet.
18. Accessory buildings shall be constructed of materials that match the single-family dwelling.
19. In order to promote variation in home appearance, no front elevation or primary siding color shall be constructed within two houses of an identical elevation or primary siding color on the same side of the street or across the street. for corner lots, no identical elevation or primary siding color will be constructed diagonally across an intersection.
20. Homeowners' association will limit the number of rental homes to a maximum of 10%. This restriction shall be recorded in HOA covenants, conditions and restrictions.
21. All home design and construction shall conform to section 5.2 of the town of Zebulon's Unified Development Ordinance.

*All other applicable Unified Development Ordinance requirements shall remain as written and the requirements by other agencies will be reviewed and regulated at the time of Technical Review Committee review process.


Adopted this the 7th day of August 2023.

Glenn L. York – Mayor

SEAL

Lisa M. Markland, CMC – Town Clerk

Topic: FY 2023 Monthly Financial Statement Update

Speaker: Bobby Fitts, Finance Director (if pulled from Consent)
Prepared by: Bobby Fitts, Finance Director
Approved by:  Joseph M. Moore II, PE, Town Manager

Executive Summary:

A monthly report summarizing the status of the Town's revenues and expenditures.

Background:

The attached financials are a summary of revenues and expenditures to date and an observation of trends throughout the year. The enclosed statements are through July 21, 2023 and reflect Fiscal Year 2023 (sharing Fiscal Year '24 reports will begin with September's Regular Meeting).

Information:

FY '23 Expenditures

The Town has spent approximately 69% (~ \$16,293,000) of its General Fund budget of \$23,675,925. Departments with lower percentage expenditures reflect expensive capital projects in process (unspent funds supporting these projects are rolled forward to FY '24).

FY '23 Revenues

- Property Tax
 - + FY 2023 collections: \$10,106,589 collected to date (~ 111% of budget).
 - + Observations:
 - # 24.1% more than collected last fiscal year (\$8,141,782).
 - # All twelve months of vehicle tax have been collected for FY 2023.
- Sales Tax
 - + March & April's sales (reports lag 3-months):
 - # \$21,642 (6.0%) more collected than last March & April for all sales tax.
 - # \$9,910 (6.0%) more collected than last March & April for "local" sales tax.
 - # "Local" sales tax (Article 39) is generated within, and returns to, Wake County.
 - # For every \$100,000 in local sales, \$3.55 comes back to the Town of Zebulon.
 - + Year-to-Date comparisons (sales through the first ten months of the fiscal year)
 - # \$276,590 (+16.8%) more collected than at this time last year for all sales tax
 - # Collections represent 100% of budgeted revenues at 83% of the fiscal year.
 - # Robust sales and an increased share (resulting from recent census data showing population increase) were factors in the collections exceeding budget.
- Utilities Sales Tax: 3rd Quarter
 - + \$23,334 (14.0%) collected over FY 2022 actual for same quarter
 - + Reflects natural gas and electricity sales and heavily weather dependent

- Permits & Zoning
 - + \$265,048 collected total (106% of budgeted revenues (\$250,000))
 - + 28% more than what was collected this time last fiscal year (\$207,053).

- Parks & Recreation
 - + \$176,270 collected total (207% of budgeted revenues (\$85,000))
 - + 43.3% more than what was collected this month last fiscal year (\$122,985).

- Transportation Impact Fees
 - + \$750,243 collected to date.
 - + 19.9% more than what was collected last fiscal year.
 - + Revenue placed in reserve for transportation projects to be spent within 10 years
 - + The current TIF balance is projected to complete the Green Pace @ N. Arendell signal project.

- Recreation Impact Fees
 - + \$2,388,000 collected to date. This reflects 796 single-family homes at \$3,000 per unit.
 - + Collections since January 2022 ~ \$3,731,000

Policy Analysis: N/A

Financial Analysis: Budgeted revenue in FY 2023 was \$23,675,925 while year to date revenue collected was \$21,295,317 (90% of budgeted). Budgeted revenue includes \$6.4M Fund Balance. Excluding Fund Balance, revenue collections will exceed budgeted revenues.

Staff Recommendation:

No staff recommendation or Board action is necessary. These are informational only.

Attachments:

1. General Fund Fiscal Year 2023 Expenditure Statement and Revenue Statement (as of July 21, 2023)
2. Sales Tax – FY 2023

ZEBULON

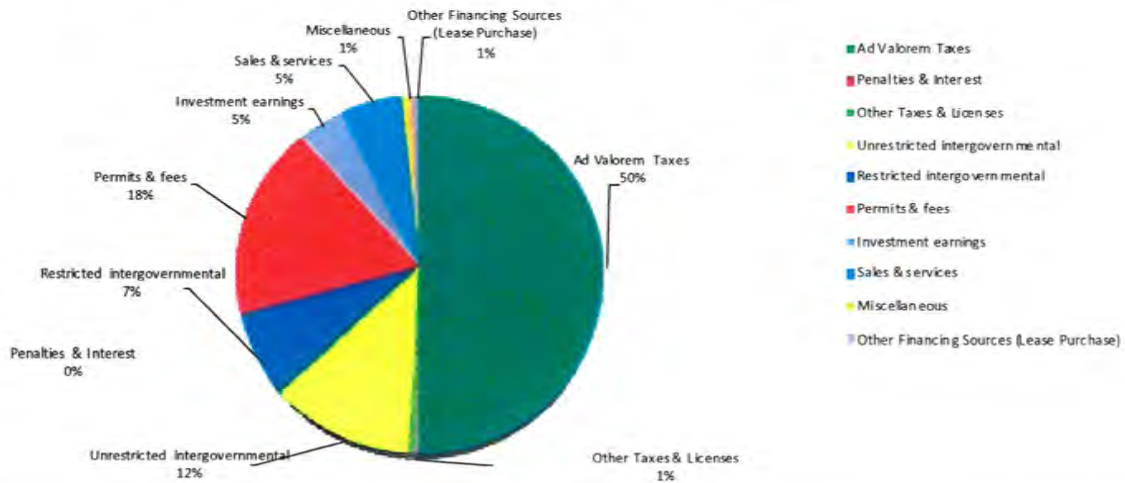
NORTH CAROLINA

TOWN OF ZEBULON
 Revenue Statement: 2022 - 2023
 for Accounting Period 6/30/2023
 GENERAL FUND

As of 7/21/2023

<u>Revenue Categories</u>	<u>Estimated Revenue</u>	<u>Revenue YTD</u>	<u>% Collected</u>	<u>% of Total Revenue YTD</u>
Ad Valorem Taxes	\$9,152,000	\$10,231,751	111.8%	48.0%
Penalties & Interest	\$15,000	\$29,006	193.4%	0.1%
Other Taxes & Licenses	\$175,500	\$196,438	111.9%	0.9%
Unrestricted intergovernmental	\$2,576,800	\$2,518,850	97.8%	11.8%
Restricted intergovernmental	\$2,251,760	\$1,523,158	67.6%	7.2%
Permits & fees	\$1,006,750	\$3,619,144	359.5%	17.0%
Investment earnings	\$3,000	\$935,878	31195.9%	4.4%
Sales & services	\$1,003,900	\$1,105,177	110.1%	5.2%
Miscellaneous	\$148,980	\$174,064	116.8%	0.8%
Other Financing Sources (Lease Purchase)	\$155,000	\$155,000	0.0%	0.7%
Transfers in from other funds	\$806,851	\$806,851	100.0%	3.8%
Fund Balance Appropriated	<u>\$6,380,384</u>	<u>\$0</u>	<u>0.0%</u>	<u>0.0%</u>
Total Revenues	\$23,675,925	\$21,295,317	89.9%	100%

Town of Zebulon General Fund % of Total Revenue To Date - FY 2023



ZEBULON

NORTH CAROLINA

TOWN OF ZEBULON
 Expenditure Statement:2022 - 2023
 for Accounting Period 6/30/2023
 GENERAL FUND

As of 7/21/2023

<u>Dept #</u>	<u>Department</u>	<u>Approp Amount</u>	<u>Expenditure YTD</u>	<u>% Exp.</u>
410	GOVERNING BODY	\$668,715	\$485,154	72.6%
420	FINANCE	\$465,150	\$447,370	96.2%
430	ADMINISTRATION	\$1,364,778	\$1,078,243	79.0%
490	PLANNING AND ZONING	\$665,880	\$551,504	82.8%
500	PUBLIC WORKS-PROPERTY & PROJECT MGMT	\$2,150,501	\$1,540,151	71.6%
510	POLICE	\$3,717,186	\$3,376,448	90.8%
520	PUBLIC WORKS-OPERATIONS	\$6,474,283	\$3,086,302	47.7%
530	FIRE	\$3,457,645	\$2,896,428	83.8%
570	POWELL BILL	\$513,772	\$478,951	93.2%
620	PARKS & RECREATION	\$2,635,115	\$2,218,371	84.2%
690	COMMUNITY & ECONOMIC DEVELOPMENT	\$1,562,900	\$134,484	8.6%
	Total Expenditures	\$23,675,925	\$16,293,405	68.8%

Sales Tax

FY 2023

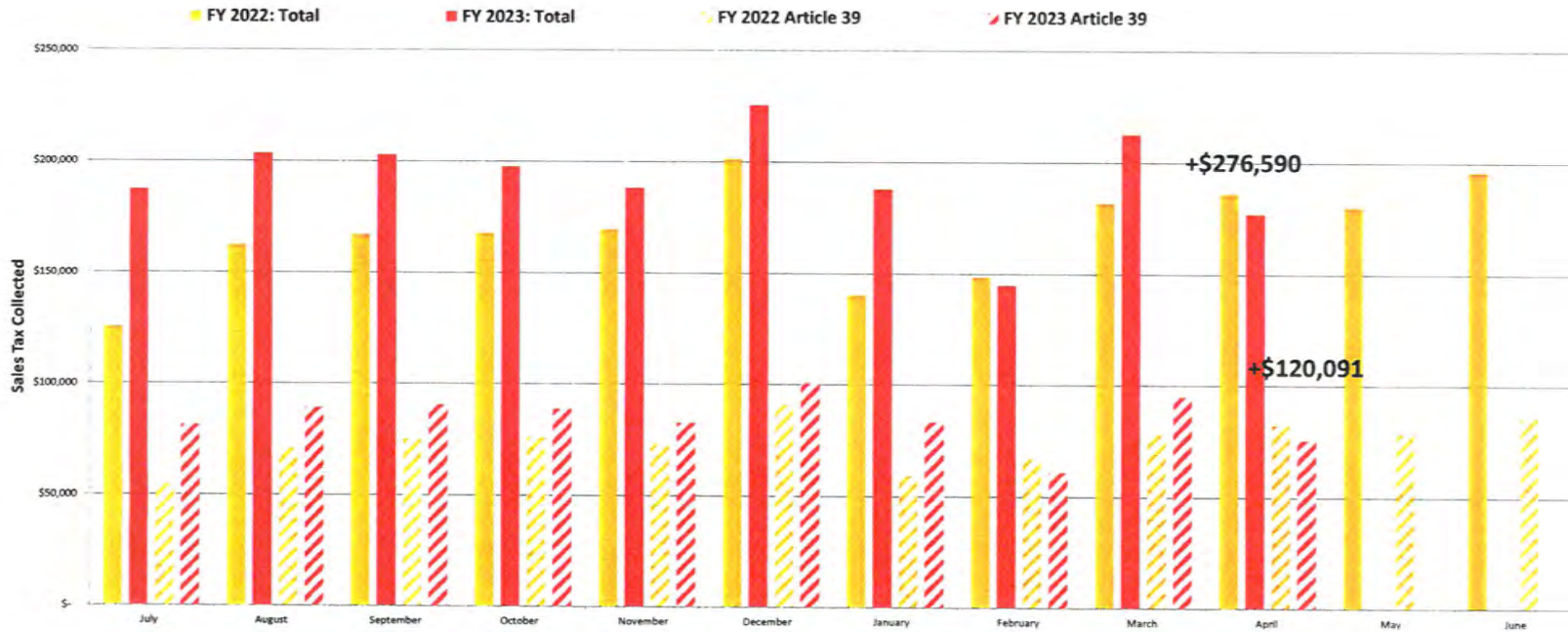
Month	Article 39 (1) *	Article 40 (1/2)	Article 42 (1/2)	Article 44 (1/2)	City Hold Harmless	FY 22 Totals	Prior Year (FY 2022)	% Inc (Dec) from Prior Yr
July	\$ 81,324	\$ 35,456	\$ 40,808	\$ (1)	\$ 29,723	\$ 187,311	\$ 125,560	49.2%
August	89,152	37,948	44,690	1	31,591	203,381	162,100	25.5%
September	90,401	37,188	45,331	(9)	29,910	202,821	167,034	21.4%
October	88,724	35,842	44,468	(2)	28,631	197,664	167,586	17.9%
November	82,782	35,160	41,563	1	28,664	188,169	169,657	10.9%
December	100,596	41,335	50,512	0	32,950	225,394	201,425	11.9%
January	83,332	34,713	41,782	0	28,106	187,935	140,273	34.0%
February	61,030	28,403	30,601	(6)	24,586	144,614	148,707	-2.8%
March	94,803	38,927	47,461	9	31,315	212,514	181,841	16.9%
April	75,803	34,229	38,068	(10)	29,033	177,123	186,154	-4.9%
May	-	-	-	-	-	-	180,133	-100.0%
June	-	-	-	-	-	-	195,892	-100.0%
Total	\$ 847,949	\$ 359,202	\$ 425,285	\$ (17)	\$ 294,508	\$ 1,926,926	\$ 1,650,337	16.8%

FY 2022

Month	Article 39 (1) *	Article 40 (1/2)	Article 42 (1/2)	Article 44 (1/2)	City Hold Harmless	FY 22 Totals	Prior Year (FY 2021)	% Inc (Dec) from Prior Yr
July	\$ 54,740	\$ 23,633	\$ 27,374	\$ (8)	\$ 19,820	\$ 125,560	\$ 106,293	18.1%
August	70,908	30,305	35,575	0	25,312	162,100	98,134	65.2%
September	75,195	30,242	37,636	(8)	23,969	167,034	107,017	56.1%
October	76,033	30,096	38,111	1	23,345	167,586	105,056	59.5%
November	73,190	32,351	36,680	0	27,435	169,657	111,773	51.8%
December	90,634	36,407	45,390	6	28,988	201,425	128,204	57.1%
January	59,259	27,588	29,798	(0)	23,629	140,273	107,034	31.1%
February	67,203	26,858	33,643	(3)	21,007	148,707	85,810	73.3%
March	78,105	34,810	39,178	(0)	29,749	181,841	121,143	50.1%
April	82,591	34,357	41,347	4	27,856	186,154	115,436	61.3%
May	78,526	33,955	39,398	0	28,254	180,133	120,866	49.0%
June	85,604	36,686	42,943	(0)	30,659	195,892	129,315	51.5%
Total	\$ 891,987	\$ 377,287	\$ 447,074	\$ (8)	\$ 310,023	\$ 2,026,362	\$ 1,336,082	51.7%

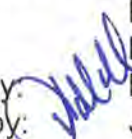
* Net proceeds of the Article 39 tax are returned to the county of origin.

Monthly Summary of Sales Tax Collected



STAFF REPORT
ORDINANCE 2024-01
BUDGET AMENDMENT
FY '23 DONATIONS AND GRANTS ROLLOVERS
AUGUST 7, 2023

Topic: Ordinance 2024-01 – FY' 23 Donations and Grants Rollovers

Speaker: Bobby Fitts, Finance Director (if pulled from Consent)
From: Bobby Fitts, Finance Director
Prepared by: Bobby Fitts, Finance Director
Approved by:  Joseph M. Moore II, PE, Town Manager

Executive Summary:

Reappropriation of unspent donations and grants received in FY 2023.

Background:

The Town received donations and grants for specific purposes in FY '23. Unspent funds in the Operating Budget "roll-in" to the General Fund's Fund Balance. Those funds need to be pulled out of the Fund Balance in order to properly spend them on their intended uses.

The attached Budget Ordinance pulls these funds back in and reappropriates them for their intended uses in the FY 2023 Budget.

Administration/IT (\$40,000):

Blue Cross & Blue Shield Wellness grant.

Police (\$16,125):

\$16,125 to be used towards the Shop with a Cop program.

Discussion:

The Board must reappropriate the grants and donations funds to their intended use.

Policy Analysis:

The noted operational programs were adopted in the FY 2023 Budget as either advancing upon goals within the Zebulon 2030 Strategic Plan or necessary to support and maintain existing services offered by the Town of Zebulon. The grants and donations were specified to support those programs.

Fiscal Analysis:

These funds were budgeted for the associated operational program with the adoption of the FY 2023 Budget. The unspent funds rolled into the Fund Balance. This ordinance pulls those funds back out for use in their intended project or program.

Staff Recommendation:

Staff recommends approval of the attached Ordinance.

Attachments:

1. Ordinance 2024-01

ORDINANCE 2024-01

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund budget as follows:

	INCREASE	DECREASE
REVENUES		
Fund Balance Appropriated	\$56,125.00	
EXPENDITURES		
Administration – Wellness	40,000.00	
Police – Shop with a Cop	16,125.00	

Section 2. Copies of this amendment shall be furnished to the Town Clerk, and to the Budget Officer, and to the Finance Officer for their direction.

Adopted: August 7, 2023

Effective: August 7, 2023

Glenn L. York - Mayor

ATTEST:

Lisa M. Markland, CMC - Town Clerk

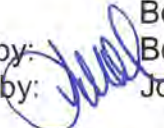
STAFF REPORT
ORDINANCE 2024-02
BUDGET AMENDMENT
FY '23 PROJECT AND PROGRAM ROLLOVERS
AUGUST 7, 2023

Topic: Ordinance 2024-02 - FY '23 Project and Program Rollovers

Speaker: Bobby Fitts, Finance Director (if pulled from Consent)

From: Bobby Fitts, Finance Director

Prepared by: Bobby Fitts, Finance Director

Approved by:  Joseph M. Moore II, PE, Town Manager

Executive Summary:

Continue funding of capital projects and operational programs approved in FY '23.

Background:

The Town of Zebulon has a history of funding most capital projects through Operating Budget line items instead of creating Capital Project Funds. The practice of funding capital projects through Operating Budget line items reflects Zebulon's history of undertaking few capital projects and completing those comparatively modest projects within one fiscal year (this practice will decline in the future as the number and complexity of capital projects increase).

When the duration of a capital project extends beyond the fiscal year, all unspent funds in the Operating Budget "roll-in" to Fund Balance. Those funds must be pulled out of Fund Balance to complete those capital projects already underway. The attached Budget Ordinance pulls those funds back into their respective capital projects originally approved in the FY 2023 Budget.

The attached Budget Ordinance also represents operational items not completed before the end of the fiscal year. Project completion dates are primarily influenced by supply-chain delays incurred from market conditions, the availability and workload of contractors and consultants, or seasonally dependent applications that sequentially start in one fiscal year and end in another fiscal year.

Governing Board (\$14,000):

National League of Cities Membership, Travel & Training increase, Uniform increase

Administration/IT (\$63,200):

Police Department computer replacement, Website Photography for updated stock photos, unspent Employee Appreciation, Community Center card access, Policy and training.

STAFF REPORT
ORDINANCE 2024-02
BUDGET AMENDMENT
FY '23 PROJECT AND PROGRAM ROLLOVERS
AUGUST 7, 2023

Planning (\$4,500):

Planning Director accepted into UNC School of Government's Public Executive Leadership Academy.

Public Works – Property & Project Management Division (\$697,105):

LED Lighting Conversion, Eastern Wake EMS Property, Fueling Station upgrades, Equipment Shed, Swimming Pool demolition.

Police (\$22,000):

Interview room upgrades.

Public Works – Operations Division (\$2,588,072):

GIS mapping of Stormwater system, tub grinding of yard waste, stormwater line cleaning and stormwater condition assessment, N. Arendell/Green Pace signal, Shepard School/Old Bunn signal, street paving, W. Sycamore & W. Gannon sidewalks, back-ordered office furniture.

Public Works – Powell Bill (\$33,186):

Street Paving.

Parks & Recreation (\$87,318):

Park bathroom cleaning, Little River Park kudzu eradication, in-progress vehicle repairs, Master Plan implementation (scope of work cost estimates for budgeting and grant application), park signage and Whitley Park expansion site plan into pool area.

Community & Economic Development (\$1,368,400):

Façade Improvement Grants applications in process, Economic Development Strategic Plan in-process, Downtown property acquisition in process, HUD Alley Activation grant rollover, Wayfinding & Branding rollover of prior funds.

Discussion:

The Board of Commissioners must rollover unspent funds to continue approved capital projects or operational programs not completed during FY 2023.

Policy Analysis:

The projects and programs reflect Board policy as part of the adopted FY '23 Budget. They also advance upon goals of the Zebulon 2030 Strategic Plan, or are necessary to support and maintain existing services offered by the Town of Zebulon.

STAFF REPORT
ORDINANCE 2024-02
BUDGET AMENDMENT
FY '23 PROJECT AND PROGRAM ROLLOVERS
AUGUST 7, 2023

Fiscal Analysis:

The unspent funds rolled into Fund Balance. These ordinances pull those funds back out for use in their intended project or program.

Staff Recommendation:

Staff recommends approval of the attached Ordinance.

Attachment:

1. Ordinance 2024-02

ORDINANCE 2024-02

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund budget as follows:

	INCREASE	DECREASE
REVENUES		
Congressional Grant	\$700,000.00	
Fund Balance Appropriated	4,177,781.00	
 EXPENDITURES		
Governing Board – National League of Cities	1,000.00	
Governing Board – Travel and Training	12,500.00	
Governing Board – Uniforms	500.00	
Administration – Professional Services	20,000.00	
Administration – Travel & Training – H.R.	2,200.00	
Administration – Computers	25,000.00	
Administration – Contracted Services – Website	1,500.00	
Administration – Employee Appreciation	1,400.00	
Administration – Comm. Ctr Card Access System	13,100.00	
Planning – Travel & Training	4,500.00	
Property & Project Mgmt – Professional Services	4,250.00	
Property & Project Mgmt – LED Lighting Conversion	5,000.00	
Property & Project Mgmt – Eastern Wake EMS Prop.	34,935.00	
Property & Project Mgmt – Fueling Station Upgrades	63,000.00	
Property & Project Mgmt – Equipment Shed	354,184.00	
Property & Project Mgmt – Swimming Pool Demo	235,736.00	
Police – Interview Room	22,000.00	
Operations – Professional Services (Streets)	6,500.00	
Operations – Professional Services (Stormwater)	4,900.00	
Operations – Materials & Supplies (Streets)	2,333.00	
Operations – Materials & Supplies (Sanitation)	2,333.00	
Operations – Contract Services (Yardwaste Site Mgmt)	21,000.00	
Operations – Contract Services (Stormwater)	6,757.00	
Operations – Street Resurfacing	34,258.00	
Operations – Stormwater MS4 Audit	6,325.00	
Operations – N. Arendell @ Green Pace Signal	1,701,744.00	

Operations – Shepard School/Old Bunn Signal	469,435.00
Operations – W. Sycamore/W. Gannon Sidewalks	325,227.00
Operations – Stormwater Mapping	7,260.00
Powell Bill – Streets	33,186.00
Parks & Recreation – Part-time Salaries (Park Maint.)	4,500.00
Parks & Recreation – FICA	350.00
Parks & Recreation – Little River Park Kudzu Erad.	6,455.00
Parks & Recreation – Vehicle Maintenance	4,000.00
Parks & Recreation – Parks & Rec Master Plan Implementation	6,470.00
Parks & Recreation – Park Signage	35,000.00
Parks & Recreation – Whitley Park Expansion	30,543.00
Community & Economic Development – National Register Historic District	20,000.00
Community & Economic Development – Econ Development Strategic Plan	50,000.00
Community & Economic Development – Façade Improvement Grants	8,000.00
Community & Economic Development – Branding Rollout – Police Vehicles	42,000.00
Community & Economic Development – Property Acquisition	421,500.00
Community & Economic Development – Alley Activation	700,000.00
Community & Economic Development – Wayfinding	70,000.00
Community & Economic Development – Branding	56,900.00

Section 2. Copies of this amendment shall be furnished to the Town Clerk, and to the Budget Officer, and to the Finance Officer for their direction.

Adopted: August 7, 2023

Effective: August 7, 2023

Glenn L. York - Mayor

ATTEST:

Lisa M. Markland, CMC - Town Clerk

STAFF REPORT
ORDINANCE 2024-03
BUDGET AMENDMENTS PLACING UNSPENT CAPITAL
EXPENDITURES INTO RESERVES
AUGUST 7, 2023

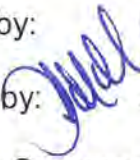
Topic: FY 2024 Budget Amendment Requests – Capital Reserve (Ordinance 2024-03)

Speaker: Bobby Fitts, Finance Director (if pulled from Consent)

From: Bobby Fitts, Finance Director

Prepared by: Bobby Fitts, Finance Director

Chris D. Ray, Public Works Director

Approved by:  Joseph M. Moore II, PE, Town Manager

Executive Summary:

The Board of Commissioners will consider transferring unspent capital funds from Fiscal Year 2023 into their respective capital reserve accounts.

Background:

Capital Reserve accounts are used to capture savings from completed capital projects. These savings are available for future capital projects of the same type. By example, savings from stormwater projects are dedicated to the "stormwater improvements" capital revenue. (See the Balance Sheet, page 14 of 6/30/2022 ACFR for a list of Capital Reserve Accounts under "Committed" Fund Balance).

An assessment of the condition and sizing of the storm drainage system in the watershed surrounding Arendell Avenue was studied last year (see map in attachments).

This assessment identified the West Horton Street Drainage Improvements Project as the most critical need in the watershed, with the replacement of W. Sycamore – N. Arendell storm drain line as a close second. The Board of Commissioners budgeted American Rescue Plan funds for the W. Horton St. project and awarded a contract to Kimley Horn to begin design work.

Discussion:

The Board has the opportunity to capture the savings from Stormwater Assessment Project and commit them to the Stormwater Improvements Capital Reserve or let them roll directly to Fund Balance. Adopting the Ordinance by Consent will capture those savings and deposit them in the Stormwater Improvements Capital Reserve Account.

Fiscal Analysis:

On June 30, 2022, the Stormwater Improvements capital reserve had a balance of \$133,283. As part of the Fiscal Year 2023 budget, \$80,000 of this was appropriated for use on the E. Vance Street Drainage Improvements project. Therefore, the unaudited June 30, 2023 balance is \$53,283. Placing this \$8,515, in addition to the \$106,000 deposited as part of the Fiscal Year 2024 budget, brings the unaudited balance of the reserve to \$167,798.

STAFF REPORT
ORDINANCE 2024-03
BUDGET AMENDMENTS PLACING UNSPENT CAPITAL
EXPENDITURES INTO RESERVES
AUGUST 7, 2023

Staff Recommendation:

Staff recommends approval of Ordinance 2024-03.

Attachments:

1. Ordinance 2024-03
2. June 30, 2022 Balance Sheet
3. N. Arendell Watershed

ORDINANCE 2024-03

BE IT ORDAINED by the Board of Commissioners of the Town of Zebulon, that pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund budget as follows:

	INCREASE	DECREASE
REVENUES		
Fund Balance Appropriated	\$8,515.00	
EXPENDITURES		
Operations – Capital Reserve (Stormwater)	8,515.00	

Section 2. Copies of this amendment shall be furnished to the Town Clerk, and to the Budget Officer, and to the Finance Officer for their direction.

Adopted: August 7, 2023

Effective: August 7, 2023

Glenn L. York - Mayor

ATTEST:

Lisa M. Markland - Town Clerk

TOWN OF ZEBULON, NORTH CAROLINA

**BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2022**

	General Fund	ARPA Grant Project Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 13,894,387	\$ 942,866	\$ 1,922,732	\$ 16,759,985
Accounts receivable, net of allowances	509,940	-	-	509,940
Taxes receivable	130,574	-	-	130,574
Lease receivable	111,893	-	-	111,893
Due from other governments	681,862	-	90,230	772,092
Restricted cash and cash equivalents	3,746,738	-	-	3,746,738
Prepaid items	6,491	-	-	6,491
Total assets	19,081,885	942,866	2,012,962	22,037,713
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES				
LIABILITIES				
Accounts payable	333,548	-	-	333,548
Accrued liabilities	243,192	-	-	243,192
Unearned revenue	10,190	942,866	-	953,056
Total liabilities	586,930	942,866	-	1,529,796
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenues - property taxes	130,574	-	-	130,574
Unavailable revenues - intergovernmental	13,164	-	-	13,164
Deferred lease receipts	161,181	-	-	161,181
Deferred revenues - advance collection of property tax	6,050	-	-	6,050
Total deferred inflows of resources	310,969	-	-	310,969
FUND BALANCES				
Fund balances:				
Nonspendable:				
Prepaid items	6,491	-	-	6,491
Restricted:				
Stabilization by State Statute	1,139,540	-	-	1,139,540
Streets (Powell Bill)	445,740	-	-	445,740
Transportation impact	1,531,123	-	-	1,531,123
Recreation impact	1,343,000	-	-	1,343,000
Developer reimbursements	414,901	-	-	414,901
Law enforcement	11,974	-	-	11,974
Committed:				
Capital projects	70,020	-	2,012,962	2,082,982
Stadium improvements	115,347	-	-	115,347
Information technology improvements	64,143	-	-	64,143
Transportation improvements	271,151	-	-	271,151
Stormwater improvements	133,283	-	-	133,283
Fleet improvements - regular	222,522	-	-	222,522
Fleet improvements - fire	208,401	-	-	208,401
Greenway/bicycle/pedestrian improvements	452,761	-	-	452,761
Community and economic development	20,000	-	-	20,000
Assigned:				
Subsequent year's expenditures	2,853,500	-	-	2,853,500
Unassigned	8,880,089	-	-	8,880,089
Total fund balances	18,183,986	-	2,012,962	20,196,948
Total liabilities, deferred inflows of resources, and fund balances	\$ 19,081,885	\$ 942,866	\$ 2,012,962	\$ 22,037,713

The accompanying notes are an integral part of these statements.

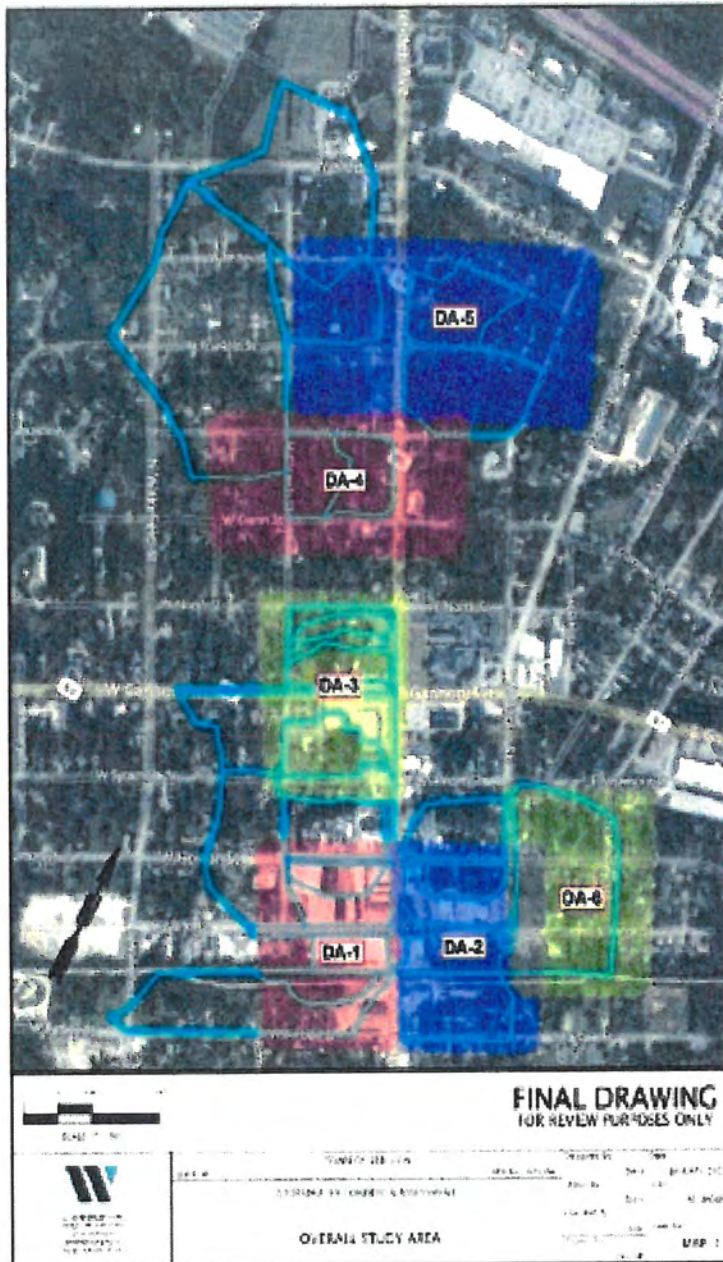



EXHIBIT B. Overall Study Area Map (Not to Scale)

STAFF REPORT
FIRE CONTRACT RENEWAL
WITH JOHNSTON COUNTY
AUGUST 7, 2023

Topic: Fire Contract Renewal with Johnston County

Speaker: Chris Perry, Fire Chief (if pulled from Consent Agenda)
From: Chris Perry, Fire Chief
Prepared by: Chris Perry, Fire Chief
Approved by:  Joseph M. Moore, II, PE, Town Manager

Executive Summary:

Consideration of approval of the contract of fire services with Johnston County.

Background:

Since April 2014 the Town of Zebulon has contracted with Johnston County to provide fire services to a small portion of their county. Johnston County desires the Town of Zebulon to provide these services due to our proximity to this area as compared to any Johnston County fire station. Contracting with the Town of Zebulon provides for a quicker response and increased insurance savings for these properties.

The current agreement for fire protection services covered a period through June 30, 2023. Near the end of June, Johnston County provided a new agreement for an additional year, expiring June 30, 2024. There were two changes from the previous contracts:

- 1) The proposed contract requires background checks for all members in accordance with North Carolina General Statutes
- 2) The proposed contract period has been changed from two years to one year to allow for implementation of a new proposed funding methodology for departments.

Discussion:

The discussion before the Board is to approve or deny the attached contract to provide fire protection services.

Fiscal Analysis:

For fiscal year 2022 (July 1, 2021-June 30, 2022), the fire department responded to eighteen incidents in the contract area. Contract revenue from Johnston County for the same time period was \$13,954.62.

For this past fiscal year (July 1, 2022 – June 30, 2023), the fire department responded to twenty-seven incidents in the contract area. Contract revenue from Johnston County for this period was \$16,091.82. This amount is sufficient to cover associated costs with the responses generated in the contract area.

Policy Analysis:

N.C.G.S. 153A-233 authorizes counties to contract for firefighting or prevention services with cities or other units of local government, and further authorizes appropriation of funds not otherwise limited by law. The changes to this contract are administrative in nature and do not affect service delivery.

Staff Recommendation:

Staff recommends approval of attached contract.

Attachments:

1. Fire Services Contract



**NORTH CAROLINA
JOHNSTON COUNTY**

This Contract, made and entered into this the first day of July 2023, by and between Johnston County, a political subdivision of the State of North Carolina, hereinafter referred to as the "County," and the Town of Zebulon, a body politic and corporate of the State of North Carolina, hereinafter referred to as the "Town" or "Contractor";

WHEREAS, the Town and the County are authorized pursuant to N.C. General Statute § 160A-460, *et seq.*, to enter into an inter-local agreement; and

WHEREAS, the Town and the County wish to enter into an inter-local agreement by which the County will assess and collect a fire tax and will compensate the Town for fire protection services and the Town will provide certain fire protection services as described herein.

Now therefore, in consideration of the mutual promises contained herein and other good and valuable consideration, the parties hereto contract and agree as follows:

- 1) "Fire Department" as used herein refers to the Town, acting by and through the Town of Zebulon Fire Department.
- 2) The Fire Department shall provide fire protection services within the Wakelon Fire Insurance District of Johnston County, formed under the authority of N.C. General Statute 153A-233. The Fire Department shall maintain a minimum of a 9S rating or better with the North Carolina Department of Insurance, Office of State Fire Marshal. The Fire Department shall continuously comply with all applicable laws, ordinances, and State regulations. The Wakelon Fire Insurance District of Johnston County shall include that area as shown on the map attached hereto as Exhibit A, and shall hereafter be referred to as "the District."
- 3) Funding to the Fire Department shall be determined by multiplying the fire tax collected by the County from the area included in the total Corinth Holders Fire District, including that portion described as the District herein, by a fraction, the numerator of which is the assessed value of the real property situated in the District and the denominator of which is the total assessed value of real property situated in the Corinth Holders Fire District, including that real property included in the District. The resulting amount shall be paid to the Fire Department by the County on a monthly basis. The term "assessed value" means the value of real property as assessed by the County Tax Department for taxation purposes.
- 4) The Fire Department will furnish fire protection and related emergency services, as authorized by the Town, within the District and shall provide the necessary equipment, personnel, and those things necessary for furnishing such protection in the District. The services shall be in accordance with minimum standards set forth in this Contract and all future amendments adopted in accordance with paragraph 14 of



this Contract. The Fire Department shall furnish fire protection services without charge to all persons and property located in the District in an efficient and competent manner. This provision shall not prohibit the Fire Department from recouping costs and expenses from incidents or from entering into contracts with the Federal, State, or local governments or utility companies for the provision of emergency protection services for a fee.

- 5) The Fire Department shall furnish to the County all applicable materials and financial statements for the purpose of the annual audit conducted by the Town in conformity with Generally Accepted Accounting Principles. The Town shall follow any applicable statutory procedures for letting of public contracts for fire apparatus, equipment, and construction.
- 6) The Fire Department shall obtain a criminal history record check of applicants to and current members of the Fire Department in accordance with N.C.G.S. Sect 143B-943 and applicable North Carolina law, as may be amended from time to time.
- 7) The Fire Department shall obtain and keep in force during the term of this contract the following minimum insurance coverage:
 - a. Worker's Compensation: Coverage for all paid and volunteer workers meeting the statutory requirements of the State of North Carolina;
 - b. Comprehensive General Liability, Malpractice, and Errors and Omissions: Coverage with minimum limits of \$1,000,000.00 per occurrence, \$1,000,000.00 aggregate combined single minimum for bodily injury liability and property damage liability;
 - c. Business Auto Policy: Coverage with minimum limits of \$1,000,000.00 per occurrence combined single limit for bodily injury liability and property damage liability. This shall include owned vehicles, hired, and non-owned vehicles and employee non-ownership.
 - d. Management or Directors and Officers Liability: Coverage with minimum limits of \$1,000,000.00 per claim and \$2,000,000.00 aggregate.
 - e. Umbrella Liability: Coverage with a minimum limit of \$1,000,000.00 with underlying coverage of auto liability, general liability, employer's liability, and \$1,000,000.00 aggregate.
 - f. County as an Additional Insured: County of Johnston shall be named as an additional insured on all policies of insurance required hereunder. Fire Department shall furnish County a certificate of insurance annually.
 - g. The Town agrees to fully indemnify and hold harmless the County, its officers, agents, employees, boards, commissions, and agencies against all loss, liability, claims or actions for damages to persons or property to the extent that any such damages are caused by the negligent acts or omissions of the Fire Department.



- h. Nothing contained herein shall be construed as a waiver of any applicable defense of governmental, statutory, or common law immunity, and shall not prevent the County or the Town from asserting any defense of such immunity except as for those matters for which, and only to the extent, immunity has been waived by the County or the Town by the purchase of insurance: provided that if a court of competent jurisdiction determines no such immunity applies, the indemnity provided for herein shall apply.
7. The Fire Department shall create and maintain an incident report for all emergency responses in the district for a minimum of five (5) years from the date of the incident. The Fire Department shall submit fire reports electronically to the County in a timely manner (not to exceed seven (7) days from the date of the reported fire), either through direct entry into the County database or by electronic transmission of fire reports to their County.
8. The Fire Department shall provide annually to the Johnston County Fire Marshal's Office a current and complete roster of members of the Fire Department to include contact numbers for the Chief and Assistant Chief(s).
9. The Fire Department agrees to provide mutual aid services (as that term is generally understood in this field) to other emergency services providers in Johnston County as requested. The Fire Department understands that other agencies will maintain their own liability policies and be responsible for their own expenses. The Fire Department further agrees that it will be responsible for its own expenses while responding to a request for mutual aid from Johnston County 911 or another agency within the County

In areas where the fire district has been extended to six miles, the Fire Department agrees to maintain agreements with adjoining districts to respond with a minimum of one apparatus capable of transporting a minimum of 1,000 gallons of water to all alarms involving reported structure fires. This apparatus will be dispatched simultaneously with the department within whose district the incident occurs.

10. The following minimal performance standards are agreed upon by the County and the Fire Department and are part of this Contract:
 - a. The Fire Department shall comply with the procedures for radio communications and established protocols for the dispatch of emergencies as defined by the Johnston County Communications Center Protocols.
 - b. The Fire Department officer in charge at all fire scenes shall attempt to determine the origin and cause of every fire. When the officer in charge cannot determine the origin and cause of the fire, or if the cause is

JOHNSTON COUNTY EMERGENCY SERVICES

120 S. Third Street | PO Box 530 | Smithfield, NC 27577



Kevin Hubbard
Emergency Services Director

Main Office Phone: (919) 989-5050 | Fax: (919) 989-5052

suspected to be of an incendiary nature, the officer in charge shall request assistance from the Johnston County Fire Marshal's Division.

- c. The Fire Department shall keep all records on site for minimum period of five (5) years. These records include all those "Records and Documents" required to be maintained in order to meet and/or retain 9S classification, as published in that memo entitled "Requirements to Meet the 9S Rating for Initial Certification/Re-Inspection of Fire Departments in North Carolina," or any superseding memorandum or directive, published by the Office of the State Fire Marshal. All State and County required reports and rosters shall be submitted by the requested deadlines.
- d. The Fire Department shall adopt a standard operating guideline that addresses the number of firefighters required on all types of fire calls. A current, valid copy of the Contractor's guideline shall be kept on file with the Johnston County Fire Marshal. The Fire Department shall place at least four (4) personnel on the scene to operate at least one (1) pumper on all structure fire calls.
- e. The Fire Department shall have the minimum standard training requirements, as established by the State of North Carolina, for providing fire, rescue, and emergency management services. The Fire Department shall maintain training levels in accordance with National Incident Management System (NIMS) directives.
- f. The Fire Department shall voluntarily participate in at least two (2) or more county wide mutual aid trainings each year.
- g. The Fire Department shall develop a pre-fire incident survey and update it annually for all commercial buildings within the Fire Protection Service District. Facilities that should be given priority are those buildings displaying NFPA 704 placards, as well as hazardous, institutional, and assembly occupancies. The Fire Department agrees to cooperate with local fire code enforcement officials to determine hazards and occupancies. Upon request, the Johnston County Fire Marshal or his designee shall assist the Fire Department in developing pre-fire incident surveys for buildings within the Johnston County Fire Marshal's fire code enforcement service area.
- h. If pressurized fire hydrants are located within the District, the Fire Department shall notify the appropriate utilities department when conducting flow testing or maintenance. The Fire Department shall immediately report any malfunctions or damage to hydrants to the entity owning the water system. The Fire Department shall conduct fire hydrant testing and maintenance on not less than an annual basis. Testing shall

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ensure that every wet and dry fire hydrant in the Fire Protection Service District is flushed and checked for accessibility, functionality, visibility, and operation. Records of fire hydrant tests and maintenance conducted by the Fire Department shall be completed and maintained in compliance with the North Carolina Rating System.

- i. The Fire Department shall follow the Johnston County Emergency Operations Plan when responding to an emergency or disaster in the service area, attached hereto as Exhibit B.
- j. During any State of Emergency declared under N.C. General Statute § 166A-19.1, et seq. affecting the County, the Fire Department shall assist the County with the following services: 1) Debris removal from roadways; 2) Traffic Control; 3) Alert and notification; 4) Search and rescue; 5) Evacuation; and 6) other life saving and property protection measures as necessary. Request for additional assistance outside the District shall be directed to the Fire Chief or designee. All operations shall be in accordance with the Johnston County Emergency Operations Plan.
- k. It is expressly agreed and understood that the Fire Department's primary responsibility is to Wake County and the Town of Zebulon (its "Primary Service Areas"). The Fire Department's responsibility to its Primary Service Areas shall have absolute priority over any responsibilities created by this Contract. Only in the event that the Fire Department is able to fully and completely meet its primary responsibilities to its Primary Service Areas, as determined by the Fire Department in its discretion, will the Fire Department provide the assistance described herein within the limits of the Fire Department's personnel, equipment, resources, and capabilities.
- l. The Fire Department may elect to voluntarily participate in certain services. If the Fire Department provides these services, it shall enter into a separate agreement and shall perform pursuant to the rules set forth by the Johnston County Board of Commissioners. If the Fire Department has chosen to participate in any of these programs, the agreements can be found as Appendices of this Contract:

SERVICE	APPENDIX #
Aid Agreement for Fire Protection	A
Medical Services	B
Rescue Services	C
Cardiac Arrest Assistance Agreement	

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11. This Contract shall become effective the first day of **July 2023, and remain in effect for a period not to exceed one year**, subject to the continued legal existence of the District and the Fire Department, and further subject to the termination provisions of paragraph 13 hereof.
12. This Contract may not be transferred or assigned by the Fire Department, nor may the services contracted for herein be sub-contracted to other parties unless approved by the Johnston County Board of Commissioners.
13. This Contract may be terminated by either party upon advance notification to the other party by certified mail at least sixty (60) days prior to termination.
14. Either party may propose an amendment to this Contract by submitting the amendment in writing at least sixty (60) days in advance of the amendment's proposed effective date. Amendments to this Contract must be approved by both the County and the Town prior to becoming effective.
15. If any part of this Contract is for any reason held invalid or unconstitutional by any court of competent jurisdiction, that part shall be deemed a separate, distinct and independent provision, and the holding shall not affect the validity of the remaining portions of this Contract.
16. This Contract is not intended to serve for the benefit of any third party. The rights and obligations contained herein belong exclusively to the entities that are parties hereto and no third party shall rely upon anything contained herein as a benefit to that third party.
17. The terms and provisions herein contained constitute the entire agreement by and between the County and the Town related to the provision of fire protection services within the District and shall supersede all previous communications, representations, or agreements, either oral or written between the parties hereto with respect to the subject matter hereof.
18. **IRAN DIVESTMENT AND DIVESTMENT FROM COMPANIES BOYCOTTING ISRAEL.** By signing this agreement Contractor certifies that as of the date of execution they are not listed on the Final Divestment List created by the NC Office of State Treasurer pursuant to NCGS 147 Article 6E, Iran Divestment Act, Iran Divestment Act Certification. Contractor shall not utilize any subcontractor that is identified on the Final Divestment List. Any organization defined under NCGS 147-86.80(2), Divestment from Companies Boycotting Israel, shall not engage in business totaling more than \$1,000 with any company or business that boycotts Israel. A list of companies that boycott Israel is maintained by the NC Office of State Treasurer, pursuant to NCGS 147-86.81(a)(1). Any company listed as boycotting Israel is not eligible to do business with any State agency or political subdivision of the State.

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EMERGENCY SERVICES**

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19. E-VERIFY. Contractor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if Contractor utilizes a subcontractor, Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.
20. NOTICES: All notices or other communications which shall be made pursuant hereto shall be in writing and shall be deemed to be given and received (a) when hand delivered to the address stated below, (b) three (3) days after being mailed to the address stated below, postage prepaid by certified or registered mail of the United States, return receipt requested to the address set forth below:

IN TESTIMONY WHEREOF, the County has caused this instrument to be executed by the Chairman of the Board of County Commissioners and attested by the Clerk to the Board of County Commissioners, and the Town of Zebulon has caused this instrument to be signed in its name by its Mayor, attested by its Clerk, all by the authorization of their respective Boards duly given.

Johnston County Board of County Commissioners

By: _____
Chairman: R.S. (Butch) Lawter, Jr.

Attest:

Clerk

Town of Zebulon

By: _____
Glenn L. York - Mayor

Attest:

Lisa M. Markland, CMC - Clerk

JOHNSTON COUNTY EMERGENCY SERVICES

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This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

By: _____
J. Chad McLamb, Finance Officer

Topic: **Manager Review**
Sponsor: Commissioner Shannon Baxter
Co-Sponsor: Commissioner Quentin Miles

Executive Summary:

The Board of Commissioners will consider the topic "Manager Review" introduced by Commissioner Baxter and Co-Sponsored by Commissioner Miles.

Background:

Per their Rules of Procedure, Board members may add items to the Regular Meeting agenda if submitted to the Mayor with the support of a second member no later than eleven (11) calendar days before the meeting.

On July 18, 2023, Commissioner Baxter submitted "Manager Review" as an item to add to the Board's August Regular Meeting. Commissioner Miles offered to co-sponsor the topic.

Discussion:

The Board will discuss the topic.

Policy Analysis:

Staff can conduct a policy analysis pending Board directive.

Financial Analysis:

Staff can conduct a financial analysis pending Board directive.

Staff Recommendation:

Staff can provide a recommendation pending completion of policy and financial analysis.

Attachment(s):

1. "July 18, 2023 Agenda" e-mail
2. Rules of Procedure

Lisa Markland

Subject: FW: August Monthly Meeting Preparation

From: Joe Moore <jmoore@townofzebulon.org>

Sent: Thursday, July 27, 2023 4:10 PM

To: Glenn York <gyork@townofzebulon.org>; Quentin Miles <gmiles@townofzebulon.org>; Shannon Baxter <SBaxter@townofzebulon.org>; Beverly Clark <bclark@townofzebulon.org>; Jessica Harrison <jharrison@townofzebulon.org>; Larry Loucks <LLoucks@townofzebulon.org>

Subject: August Monthly Meeting Preparation

Mayor and Commissioners,

I've attached the agenda for next week's Monthly Meetings. I've also attached the agenda for your Regular Meeting on August 7. On the Regular Meeting agenda, you'll notice Commissioners Baxter and Miles have respectively sponsored and co-sponsored a couple of items. The enclosed e-mail thread is the only information I have to share with you regarding those topics.

Enjoy your weekend. I'm heading to where it is at least relatively cooler this weekend but will be available by phone should you need me.

Joe

Joe Moore, PE
Town Manager
Town of Zebulon

919.823.1801 office (direct)

1003 North Arendell Avenue
Zebulon, N.C. 27597



www.townofzebulon.org

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Quentin,

Thank you for clarifying your support of the agenda items. Do you and Shannon have a subject that can be included on the Agenda and a brief description that can be relayed in the Agenda packet?

Joe

Joe Moore, PE
Town Manager
Town of Zebulon

919.823.1801 office (direct)

1003 North Arendell Avenue
Zebulon, N.C. 27597



www.townofzebulon.org

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From: Quentin Miles <qmiles@townofzebulon.org>
Sent: Tuesday, July 18, 2023 5:06 PM
To: Joe Moore <jmoore@townofzebulon.org>
Cc: Shannon Baxter <SBaxter@townofzebulon.org>; Glenn York <gyork@townofzebulon.org>
Subject: Re: August's Agenda

Joe,

I will co-sponsor the items Commissioner Baxter desire to place on the agenda.
Thank you in advance for your help with this task.

Thanks for all you do!

Respectfully submitted
Miles

On Jul 18, 2023, at 4:50 PM, Joe Moore <jmoore@townofzebulon.org> wrote:

Shannon,

To assist the rest of the Board, please provide a title for both items you wish to add with a brief description or summary of each and the Board member who is co-sponsoring the addition. The excerpt from the Commissioners Rules of Procedure is enclosed for reference.

Thanks,

Joe

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Joe Moore, PE
Town Manager
Town of Zebulon

919.823.1801 office (direct)

1003 North Arendell Avenue
Zebulon, N.C. 27597

<image001.png>

www.townofzebulon.org

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From: Shannon Baxter <SBaxter@townofzebulon.org>
Sent: Tuesday, July 18, 2023 11:15 AM
To: Joe Moore <jmoore@townofzebulon.org>; Glenn York <gyork@townofzebulon.org>
Cc: Quentin Miles <qmiles@townofzebulon.org>
Subject: August's Agenda

Joe,
Per our conversation at the June meeting, I will expect the items we discussed to be on the agenda. As a refresher, the Board will be making budget adjustments. In addition, I want a discussion of your review elements to be added. Please also add the August 24th retreat as an item.

Thank you,
Shannon

Sent from my Verizon, Samsung Galaxy smartphone
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TOWN OF ZEBULON BOARD OF COMMISSIONERS

RULES OF PROCEDURE

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A consent agenda, listing items considered to be non-controversial, shall be prepared by the Town Manager as part of the agenda. Consent agenda items shall be considered as a group by one motion and no discussion shall be had on any consent agenda item. Items that are policy setting items cannot be part of the consent agenda. Any Member may request that an item be removed from the consent agenda prior to approval of the agenda.

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3. To call a brief recess at any time.
4. To adjourn in an emergency.

Topic: August Retreat
Sponsor: Commissioner Shannon Baxter
Co-Sponsor: Commissioner Quentin Miles

Executive Summary:

The Board of Commissioners will consider the topic "August Retreat" introduced by Commissioner Baxter and Co-Sponsored by Commissioner Miles.

Background:

Per their Rules of Procedure, Board members may add items to the Regular Meeting agenda if submitted to the Mayor with the support of a second member no later than eleven (11) calendar days before the meeting.

On July 18, 2023, Commissioner Baxter submitted "August Retreat" as an item to add to the Board's August Regular Meeting. Commissioner Miles offered to co-sponsor the topic.

Discussion:

The Board will discuss the topic.

Policy Analysis:

Staff can conduct a policy analysis pending Board directive.

Financial Analysis:

Staff can conduct a financial analysis pending Board directive.

Staff Recommendation:

Staff can provide a recommendation pending completion of policy and financial analysis.

Attachment(s):

1. "July 18, 2023 Agenda" e-mail
2. Rules of Procedure

Lisa Markland

Subject: FW: August Monthly Meeting Preparation

From: Joe Moore <jmoore@townofzebulon.org>
Sent: Thursday, July 27, 2023 4:10 PM
To: Glenn York <gyork@townofzebulon.org>; Quentin Miles <gmiles@townofzebulon.org>; Shannon Baxter <SBaxter@townofzebulon.org>; Beverly Clark <bclark@townofzebulon.org>; Jessica Harrison <jharrison@townofzebulon.org>; Larry Loucks <LLoucks@townofzebulon.org>
Subject: August Monthly Meeting Preparation

Mayor and Commissioners,

I've attached the agenda for next week's Monthly Meetings. I've also attached the agenda for your Regular Meeting on August 7. On the Regular Meeting agenda, you'll notice Commissioners Baxter and Miles have respectively sponsored and co-sponsored a couple of items. The enclosed e-mail thread is the only information I have to share with you regarding those topics.

Enjoy your weekend. I'm heading to where it is at least relatively cooler this weekend but will be available by phone should you need me.

Joe

Joe Moore, PE
Town Manager
Town of Zebulon

919.823.1801 office (direct)

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Quentin,

Thank you for clarifying your support of the agenda items. Do you and Shannon have a subject that can be included on the Agenda and a brief description that can be relayed in the Agenda packet?

Joe

Joe Moore, PE
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From: Quentin Miles <qmiles@townofzebulon.org>
Sent: Tuesday, July 18, 2023 5:06 PM
To: Joe Moore <jmoore@townofzebulon.org>
Cc: Shannon Baxter <SBaxter@townofzebulon.org>; Glenn York <gyork@townofzebulon.org>
Subject: Re: August's Agenda

Joe,

I will co-sponsor the items Commissioner Baxter desire to place on the agenda.
Thank you in advance for your help with this task.

Thanks for all you do!

Respectfully submitted
Miles

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