

**ZEBULON  
BOARD OF COMMISSIONERS  
WORK SESSION  
AGENDA  
April 21, 2022  
6:00pm**

All meetings are live streamed on Facebook and posted to YouTube after the meeting.

**I. APPROVAL OF AGENDA**

**II. WAKE COUNTY RETENTION INCENTIVES**

Wake County has proposed using a portion of their American Rescue Plan funds as retention incentives for their employees. The incentives are one part of Wake County's multi-pronged effort to retain their talented workforce in a tight and competitive labor market. Wake County is extending the offer to firefighters of the municipal departments with whom they partner through "cost-share" agreements – Zebulon Fire being one. Wake County's staff will present the Board with additional background and rationale of the retention program, and Zebulon's portion to financially accept the offer to support the program within the Fire Department. Staff will provide the cost of mirroring Wake County's program and extending these incentives to all Zebulon employees.

**III. COMMUNITY NEEDS ASSESSMENT: ADMINISTRATION**

Per NC General Statutes, the Town Manager is responsible for recommending an annual budget and capital program to the Board of Commissioners (§160A-148). The series of Community Needs Assessment presentations are a means to prepare the Commissioners for the FY '23 Operating and Capital Budget scheduled for presentation on May 2, 2022. Each presentation assesses the capacity (volume) and capability (skills) requirements to serve a growing and diversifying community within the *Vibrant Downtown*, *Small-Town Life*, and *Growing Smart* focus areas of the 2030 Strategic Plan.

**IV. FY '23 BUDGET PREVIEW**

This presentation provides the Board with expected revenue projections for the coming fiscal year and compares them with a summation of all the Community Needs Assessment requests presented to date. The Board will also receive information about available Fund Balance, the adequacy of the current tax rate to support existing services, and the revenue generated from increasing the tax rate.

**V. BOND REFERENDUM: GENERAL INFORMATION**

The Board will receive a summary of potential capital projects with preliminary cost estimates. Staff will share the tax rate obligations associated with paying the loans to fund different levels of General Obligation Bonds.

**VI. ADJOURN**