

Zebulon Board of Commissioners
Budget Work Session
Minutes
May 26, 2022

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

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

APPROVAL OF AGENDA

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

FY '23 BUDGET WORK SESSION #3

A. Budget Presentation #3

Joe Moore gave an overview of the topics to be discussed at the meeting.

The FY22 transportation capital budget was shown to provide an update on the projects and to show how expenditures and revenues looked for the FY 23 budget. The FY 22 street and throughfare expenditures totaled \$1,490,000 and included street paving, intersection improvements and thoroughfare improvements. The FY 22 revenue sources included dedicated property tax, motor vehicle tag fee, Powell Bill, transportation impact fee and street capital reserves.

Chris Ray spoke about the FY 22 annual paving program. The projects included:

- 100 block East Vance Street
- Yates Place
- Wellington Drive
- Southland Drive

The total construction would total \$330,000.

The paving grading system was explained. The average roads in Town had a 90.7% average and 13% were in moderate condition and 7% were in poor condition.

Chris Ray spoke about the N. Arendell and Green Pace and Old Bunn and Shepard School widening and signal projects. Commissioner Loucks asked if there was any consideration of a roundabout at the Old Bunn and Shepard School intersection. The traffic engineers felt a signal was the best option.

There was discussion about the breakdown of the permits.

Joe Moore stated there were no additional funds for the signal projects in FY 23 since the construction phase had not started. Staff would present a budget appropriation mid-year once the project was ready for construction.

Sheila Long offered a follow-up to the Parks and Recreation CIP presentation to answer questions from the Board. There was discussion about bathrooms at Gill Street Parks and the associated costs and the ramifications to other neighborhood parks if installed. A table from the National Parks and Recreation Association showing the classifications of parks and their typical uses was shown. The classifications included mini parks, neighborhood parks, community parks, natural area, special use and greenway. Gill Street Park was classified as a neighborhood park.

The Play Zebulon Parks and Recreation Master Plan was adopted in September 2021 as a systemwide vision and Sheila Long spoke about some of the needs identified in the plan.

The specifics for a neighborhood park were identified. Bathrooms at neighborhood parks would be a systemwide decision and would need to be adopted into the policy. The four proposed neighborhood parks were shown on the map.

Joe Moore clarified that only the most pressing needs were budgeted in the FY 23 parks budget. At the fall work sessions, staff would provide a better assessment of collected funds from Parks and Recreation impact fees for the Board to prioritize projects in the Parks and Recreation Plan.

The fleet capital budget was detailed. There were three classes of fleet vehicles: light duty, medium duty and heavy duty. Each class of vehicle was explained.

B. Board Comments, Questions and Requests

Staff handed out information on employees' and Board's salaries and comparisons.

Commissioner Loucks asked for a spreadsheet of staff names and salaries.

Commissioner Baxter asked about the increase to the Board's travel and training budget. Joe Moore explained there was increased participation in conferences and training so the FY 23 travel and training recommended budget was increased.

There were questions about non-profit funding. Joe Moore stated there were changes to the North Carolina General Statute on who a Board could award funds to and the Town's Strategic Plan grant funding policy needed to be updated.

Commissioner Baxter asked about the banquet charge for the Citizen's Academy. It was explained the Citizen's Academy program was a six-to-eight-week program and when attendees concluded all modules, there would be a graduation type ceremony for the Board to recognize the citizens who have completed the academy.

C. Public Input

The Town Clerk did not receive any comments, and no one in the audience wished to speak.

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

Adopted this the 6th day of June 2022.



Glenn L. York
Glenn L. York—Mayor

Lisa M. Markland
Lisa M. Markland, CMC—Town Clerk