

**ZEBULON  
BOARD OF COMMISSIONERS  
WORK SESSION  
AGENDA  
September 15, 2022  
6:00pm**

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

**I. APPROVAL OF AGENDA**

**II. MAIN STREET PROGRAM ORGANIZATIONAL STRUCTURE**

The Main Street America program facilitates downtown economic development districts through a Four Point Approach strategy. This strategy focuses upon Economic Vitality, Design, Promotion, and Organization as the basis to transform historic commercial districts. In their effort to gain membership into the program and gain designation as a Main Street community, the Town of Zebulon has developed, funded, and implemented a variety of programs in all but one of those approaches – Organization.

Staff from the NC Department of Commerce, charged with administering North Carolina's Main Street America program, will share options on how the Board can establish the organizational structure to manage Zebulon's anticipated program and gain designation as a Main Street community.

**III. DEVELOPMENT REVIEW PROCESS MODIFICATIONS**

The development proposals submitted to the Board have increased significantly in their volume, magnitude, and complexity. At the same time, the Town has implemented more sophisticated policy documents to guide the review of these development proposals (e.g., *Grow Zebulon: Comprehensive Land Use and Transportation Plan*, *Play Zebulon: Parks and Recreation Master Plan*). To better utilize these documents in the review of development proposals, Staff will present a modified approach to Zebulon's traditional review process.

Chiefly, these modifications include elevating the role of the Parks and Recreation Advisory Board as another level of review (to evaluate the proposals against the policy goals within *Play Zebulon*), and transitioning to a more focused public hearing overseen by the Board (instead of a Joint Public Hearing including the appointed Planning Board). The Planning Board will retain their role in reviewing plans, and in conjunction with the Parks and Recreation Advisory Board provide their recommendation to the Board during the public hearing.

**IV. POLICE STRATEGIC PLAN**

To prepare the Board of Commissioners for the FY '23 Budget adopted in June 2022, Staff presented a series of "Community Assessments" at the Spring Work Sessions in February, March, and April of 2022. During those presentations, Staff foreshadowed what each department would need beyond the upcoming fiscal year to "serve the Town of 18,000" (the anticipated population projection within the current decade).

The Police Strategic Plan is the first presentation in a series to provide the Board with greater detail on the staffing, training, projects, and programming required to serve a growing, and diversifying, population in the coming decade.

In conjunction with the series of Mini-Retreats, this information is intended to help the Board focus and prioritize on what programs and projects they consider to be the most critical needs for funding in the FY '24 Budget and beyond.

**V. RULES OF PROCEDURE AND DISSEMINATION OF INFORMATION POLICY**

**VI. ADJOURN**