

**ZEBULON  
BOARD OF COMMISSIONERS  
WORK SESSION  
AGENDA  
April 20, 2023  
5:00 pm**

This meeting will be recorded then posted on-line.

**1. Approval of Agenda**

**2. FY '23 Quarterly Reports: Police, Economic Development, Human Resources**

The Board of Commissioners will receive departmental reports focused on their FY '24 Requested Budget. The presentation is for information only, and while feedback and questions are encouraged, a Board vote is not required. The Town Manager will present the FY '24 Recommended Budget to the Board in May.

**3. Diversity, Equity, Inclusion**

The FY '23 Budget included Diversity, Equity, and Inclusion training. The Board of Commissioners will receive a presentation on the training's purpose and process, and how it can affect the Town's policies and procedures (ex. Personnel Policy and procedures).

**4. Personnel Policy**

The Personnel Policy was last adopted in 2014. The Board of Commissioners will receive a presentation on proposed changes to the Personnel Policy to meet contemporary organization goals and the expectations of a diverse, equitable, and inclusive workforce.

**5. Board Builder Series**

Modeled after UNC's School of Government series offering local elected leaders' practical advice on how to effectively lead and govern, Staff periodically brings forward topics for the Board of Commissioners to discuss.

**A. Remote Meetings**

A presentation outlining the parameters of remotely participating in meetings. Feedback from the Board will guide an amendment to the Board's Procedure Manual.

**B. Annexations**

As Zebulon continues to grow within the third-fastest growing county in the country, the number of Annexation Petitions will continue to increase. The Board will hear a presentation reviewing the statutes and standards for considering annexation requests.

**6. Little River Park: PARTF Grant Application**

The Parks and Recreation Trust Fund (PARTF) is an annual grant process to fund park projects. Applications for these funds require the Board's approval and certification of the availability of matching funds from the Town. This funding request is to develop the first phase of Little River Park.

## **7. Utility Allocation Policy**

The Board will hear a presentation revising the Utility Allocation Policy. The revisions facilitate local small-scale commercial development, incentivize more efficient use of land for residential development, and address affordable housing needs.

## **8. Board Compensation**

The Board tabled this discussion to the date of this Work Session.

## **9. Closed Sessions**

### **A. *CCCRE Holdings, LLC and Brothers Parking and Storage, LLC vs. Town of Zebulon, North Carolina***

“To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure ...” (GS § 143-318.11 (a)(3)).

### **B. Real Property Acquisition**

“To instruct Staff concerning the position to be taken in negotiating the acquisition of real property” (GS 143-381.11(a)(5)).

## **10. Adjourn**