

**ZEBULON
BOARD OF COMMISSIONERS
AGENDA
January 7, 2019
7:00pm**

I. PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA

III. SCHOOL RECOGNITION

A. Zebulon Elementary School

1. Tyler Perry – Student
2. Jillian Zahner – Teacher

IV. PUBLIC COMMENT PERIOD

All wishing to speak must sign up prior to 6:50pm. 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.

V. CONSENT

A. Minutes

1. November 13, 2018—Joint Public Hearing
2. November 14, 2018—Work Session
3. December 3, 2018—Regular Meeting
4. December 19, 2018—Work Session

B. Finance

1. Monthly Items
 - a. Tax Report – October 2018
 - b. Financial Report as of December 17, 2018

VI. OLD BUSINESS

A. Public Works

1. Ordinance 2019-18—PARTF Grant

VII. BOARD COMMENTS

VIII. MANAGER’S REPORT

**Zebulon
Joint Public Hearing
Minutes
November 13, 2018**

Present: Robert S. Matheny, Dale Beck, Curtis Strickland, Don Bumgarner, Beverly Clark, Annie Moore, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Stacie Paratore-Deputy Town Clerk, Mark Hetrick-Planning, Sam Slater-Attorney

Planning Board Present: David Covington, Shannon Baxter, Laura Johnson, Stan Nowell, Stephanie Jenkins

Absent: Larry Ray, Gene Blount

Mayor Matheny called the meeting to order at 7:00pm.

PUBLIC HEARING

A. ZA 2019-01 -- §152.1465 Wireless Telecommunications Facilities

Mark Hetrick explained the Board would consider an amendment to update and replace the existing Wireless Telecommunications Facilities ordinance and introduced Chad Meadows from CodeWright Planners, LLC. Chad Meadows presented the PowerPoint Presentation to the Board and explained the purpose of the proposed standards was to accommodate changes in technology and to accommodate changes in state law. A brief history of wireless communication evolution and wireless infrastructure evolution was explained to the Board. The current regulation - §152.1465 was detailed to the Board.

Mayor Matheny asked if either Board had any questions.

Commissioner Strickland inquired if small wireless towers could be installed in residential or wooded areas. Chad Meadows said State regulations did not allow towers to be placed on a residence. Wooded areas were not preferable because there had to be a line of sight from the antenna to the wireless device for service.

There was discussion about collocation options, use of public right-of-way and temporary facilities.

Mayor Matheny asked if the Town could require a developer to put equipment cabinets underground. Chad Meadows explained the Board could make that a requirement, but underground equipment cabinets were very expensive. The Board could add provisions for placement of underground equipment in specific areas. There was discussion about esthetics of wireless equipment and authority the Board would have regulating the equipment.

Mayor Matheny asked if there were any questions from either of the Boards.

Stan Nowell inquired who was responsible for policing towers. It was explained that a tower in use would have electricity, but was difficult to tell if a tower was actually in use. The abandonment standard helped to control towers being abandoned.

Joint Public Hearing
Minutes
November 13, 2018

It was explained the land the towers were located on was typically either leased by wireless companies or owned by companies that were tower owners. Most large name wireless providers built towers.

Shannon Baxter inquired if the Board could require an annual transmittance report in the abandonment report. Chad Meadows explained the Board could require a report, but a radio frequency engineer may be required to read the report to determine if the tower was still working. The Board could add a policy to receive an annual report on which towers were being utilized.

Mayor Matheny asked if there were any more questions from either of the Boards. There were none.

Mayor Matheny declared the public hearing closed and referred the matter to the Planning Board for a recommendation.

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

The meeting was adjourned at 8:07pm.

Adopted this the 7th day of January, 2019.

Robert S. Matheny—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk

Zebulon Board of Commissioners
Work Session
Minutes
November 14, 2018

Present: Robert S. Matheny-Mayor, Curtis Strickland, Don Bumgarner, Beverly Clark, Annie Moore, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Mark Hetrick-Planning, Bobby Fitts-Finance, Chris Perry-Fire, Chris Ray-Public Works, Eric Vernon-Attorney

Mayor Matheny called the meeting to order at 7:03pm.

APPROVAL OF AGENDA

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

OLD BUSINESS

A. Planning

1. Unified Development Ordinance—Module 1

Joe Moore explained the meeting was to give the Board an update on the Unified Development process and the next steps coming up at future meetings.

Mark Hetrick introduced Chad Meadows, from CodeWright Planners, LLC, who offered an update on the Unified Development Ordinance (“UDO”). The project website was www.growZebulon.com and included all the project-related materials. It was explained Module 1 would be uploaded to the website. The six project goals were 1) implement adopted policy guidance 2) preserve Zebulon’s “small-town” character, 3) revise the Town’s zoning district line-up, 4) unify the zoning and subdivision provisions, 5) promote safe and sustainable infrastructure, and 6) ensure a predictable and efficient review process.

Chad Meadows showed the Board a table with the zoning district translations. There would be changes to the district structure and some districts would be changed or re-named under the new UDO. Next, the Application Review Procedures table was briefly explained to the Board covering the review authorities of the planning director, Technical Review Committee, Planning Board, Board of Commissioners, and Board of Adjustment. Chad Meadows reminded the Board to go to www.growzebulon.com to obtain copies of Module 1. The next step was to draft the remaining six chapters. The next Board of Commissioners work session on January 23, 2019 was planned for another check-in and to discuss the project schedule. A more detailed review of the provisions would be scheduled at a later date.

Mayor Matheny inquired about R-30 and R-20 residential districts being combined to R2 residential suburban and if the lot size and setback standards had been developed. Chad Meadows explained the standards had been sorted out, but not drafted. When districts were consolidated, to avoid non-conformities, the development standards from the more intense districts were used to ensure growth was managed and a wider range of housing options were available. The goal was to ensure the project would not create non-conformity.

Board of Commissioners
Minutes
November 14, 2018

Mayor Matheny asked about the combination of the Planning Board and the Board of Adjustment. The Board could reconstitute the Board of Adjustment to the Board of Commissioners, but would be required to convene as the Board of Adjustment.

Commissioner Strickland inquired about the timeframe to have the Unified Development Ordinance adopted. Chad Meadows explained he would discuss the timeframe with the Board at the January work session and felt that any potential developers would wait for the UDO to be adopted because it gave builders more flexibility and a predictable path for approval.

Mayor Matheny asked if the Board had any more questions. There were none.

MANAGERS REPORT

There were no comments.

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

Adopted this the 7th day of January, 2019.

Robert S. Matheny—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk

Zebulon Board of Commissioners
Minutes
December 3, 2018

Present: Robert S. Matheny-Mayor, Curtis Strickland, Dale Beck, Don Bumgarner, Beverly Clark, Annie Moore, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Ray-Public Works, Tim Hayworth-Police, Chris Perry-Fire, Greg Johnson-Parks & Recreation, Bobby Fitts-Finance, Teresa Piner-Planning, Eric Vernon-Attorney

Mayor Matheny called the meeting to order at 7:00pm.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Wakelon Elementary School student, Liam Mitchell.

APPROVAL OF AGENDA

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

SCHOOL RECOGNITION

Mayor Matheny recognized student Blake Boyette and teacher Jennifer Carnes, both from East Wake High School. Jennifer Carnes was not present.

PUBLIC COMMENT PERIOD

No one signed up to speak.

PRESENTATION

Mayor Matheny recognized Parks and Recreation Director, Greg Johnson for his 28 years of service and read the resolution for appreciation of service.

Commissioner Beck made a motion, second by Commissioner Bumgarner to approve the Resolution. There was no discussion and the motion passed unanimously.

CONSENT

A. Minutes

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve the minutes of the October 1, 2018 closed session meeting. There was no discussion and the motion passed unanimously.

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve the minutes of the November 5, 2018 meeting. There was no discussion and the motion passed unanimously.

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve the minutes of the November 5, 2018 closed session meeting. There was no discussion and the motion passed unanimously.

Board of Commissioners
Minutes
December 3, 2018

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve the minutes of the November 26, 2018 special called meeting. There was no discussion and the motion passed unanimously.

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve the minutes of the November 26, 2018 closed session meeting. There was no discussion and the motion passed unanimously.

B. Finance

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve the tax report for September 2018. There was no discussion and the motion passed unanimously.

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve the financial report as of November 19, 2018. There was no discussion and the motion passed unanimously.

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve Ordinance 2019-16. There was no discussion and the motion passed unanimously.

C. Administration

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve the quarterly report for Police. There was no discussion and the motion passed unanimously.

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve the quarterly report for Parks and Recreation. There was no discussion and the motion passed unanimously.

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve Resolution 2019-14. There was no discussion and the motion passed unanimously.

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve Resolution 2019-15. There was no discussion and the motion passed unanimously.

Commissioner Bumgarner made a motion, second by Commissioner Clark to approve the 2019 meeting calendar. There was no discussion and the motion passed unanimously.

II. OLD BUSINESS

A. Board

1. Town Manager

Mayor Matheny explained Town Manager, Joe Moore's annual review was held on November 26, 2018 and the Board was in agreement to a 3.5% merit raise.

Commissioner Clark made a motion, second by Commissioner Bumgarner to approve the 3.5% merit raise for the Town Manager. There was no discussion and the motion passed unanimously.

III. NEW BUSINESS

A. Police

1. Purchase of Replacement Police K-9

Police Chief, Tim Hayworth, offered details of the K-9 program. Officer Pulley and K-9 Pas were in attendance. K-9 Rocco recently retired which left the police in need of a second K-9. The K-9 could enter training in January and would take six weeks. Staff requested approval from the Board to purchase a new K-9.

Mayor Matheny inquired about the cost of the K-9. The cost was \$12,000 for the K-9 and was guaranteed.

Commissioner Beck made a motion, second by Commissioner Bumgarner to approve Ordinance 2019-17. There was no discussion and the motion passed unanimously.

B. Administration

1. 2019 Health and Dental Insurance Renewal

Bobby Fitts presented the 2019 health and dental insurance renewal. The Town received quotes from Blue Cross/Blue Shield (BCBS), Municipal Insurance Trust of NC (MIT), and United Healthcare (UHC). All 2018 benefit plans were with BCBS, which proposed a 4.2% rate increase. MIT proposed a 6% increase and UHC proposed a 36.7% increase. A 10% increase was budgeted.

Staff recommended BCBS as the Town provider due to their wider network of doctors than that of MIT and would not require employees to find a new doctor. BCBS would cost \$8,700/year less than MIT and \$124,600 less than UHC.

Commissioner Strickland inquired about the price of the family insurance plan. Bobby Fitts explained the family plan increased approximately 4%.

Mayor Matheny asked if the Board had any more questions. There were none.

Commissioner Bumgarner made a motion, second by Commissioner Clark to go with BCBS for the 2019 Health and Dental Insurance. There was no discussion and the motion passed unanimously.

IV. BOARD COMMENTS

Commissioner Strickland and Commissioner Bumgarner complimented Denise Nowell on the parade.

V. MANAGER'S REPORT

Family movie night was December 14 at 7:00pm and showed The Santa Clause.

The ribbon cutting for the S. Arendell Avenue sidewalk was December 13 at 2:30pm.

Sheila Long was hired as the new Parks and Recreation director and was introduced to the Board.

Board of Commissioners
Minutes
December 3, 2018

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

Adopted this the 7th day of January, 2019.

Robert S. Matheny—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk

Zebulon Board of Commissioners
Work Session
Minutes
December 19, 2018

Present: Robert S. Matheny-Mayor, Curtis Strickland, Beverly Clark, Annie Moore, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Teresa Piner-Planning, Bobby Fitts-Finance, Chris Perry-Fire, Chris Ray-Public Works, Dennis Brannan-Police, Eric Vernon-Attorney
Absent: Don Bumgarner

Mayor Matheny called the meeting to order at 7:00pm.

APPROVAL OF AGENDA

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

NEW BUSINESS

A. General

1. Water Rates

Joe Moore explained staff worked with the City of Raleigh on ways to accelerate the merger debt pay-off. The rates would be in line with other surrounding communities such as Garner, Wake Forest, Rolesville, and Knightdale, that completed the merger process. Joe Moore introduced Robert Massengill, the City of Raleigh Public Utilities Director (CORPUD).

Robert Massengill explained Zebulon and Wendell were the last two towns to switch to system-wide rates, due to the new legislation that did not allow collection fees from new developments. The goal of the plan was to get Zebulon citizens on system-wide rates by June 30.

Kenny Waldroup, Assistant director of CORPUD, explained the Utility Merger would provide 1) long-term reliable water and sewer services to support continued growth in the area, 2) provide Eastern Wake County Towns an opportunity to purchase capacity, continue growth, and stabilize rates, and 3) the regional system would gain benefits of economy of scale. The structure of the Utility Merger Agreement was explained to the Board.

On the current status of the merger agreement, Zebulon is predicted to close late FY 2023. The current pro forma showed residential average use was 3,100 gallons. An example for FY 2019 showed Zebulon rate charge was \$102 whereas other communities' water bill, excluding Wendell, was \$43.

There are currently 178,000 active accounts in the Town of Zebulon. The City of Raleigh did a study to assess economic stress that included 1) unemployment 2) age dependency 3) low educational attainment 4) housing vacancy, and 5) below poverty level. A water and sewer bill greater than 4.5% of household income was considered a measure of economic stress.

The City of Raleigh and Town of Zebulon staff looked into possibilities of changing the merger window and paying off the merger agreement early. That would include updating growth

Board of Commissioners
Minutes
December 19, 2018

assumptions and per capita demands with the Town of Zebulon, return 200,000 gallons of portable water capacity, valued at \$4.44 per gallon, return 695,000 gallons of wastewater capacity valued at \$8.62 per gallon. The City of Raleigh would agree to sell to Zebulon the returned capacity if a new major development occurred between FY 2019 and FY 2023. It was assumed 300 homes per year would be added to the system and would use 115 gallons per day in FY19-23. The City of Raleigh would also give stream credits that could be applied against the merger pro forma.

Robert Massengill explained the goal was to have affordable utility rates for the Town of Zebulon residents. The average customer's bill would drop to approximately \$44/per month. It was explained the water supply the City of Raleigh secured from Falls Lake would extend to 2045.

There was discussion about various aspects of the proposal.

Mayor Matheny asked if the Board had any questions. There were none.

Joe Moore explained a resolution would come before the Board to request authority to begin negotiations with the City of Raleigh staff to modify the merger agreement.

MANAGERS REPORT

Joe Moore wished the Board a Merry Christmas.

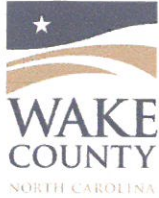
Commissioner Beck made a motion, second by Commissioner Clark to adjourn. There was no discussion and the motion passed unanimously.

Adopted this the 7th day of January, 2019.

Robert S. Matheny—Mayor

SEAL

Lisa M. Markland, CMC—Town Clerk



Board of Commissioners

P.O. Box 550 Raleigh, NC 27602

Tel 919 856 6160

Fax 919 856 5699

Jessica Holmes, Chair
Greg Ford, Vice-Chair
Vickie Adamson
Matt Calabria
Susan P. Evans
Sig Hutchinson
James West

December 4, 2018

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 December 3, 2018, 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 cursive script that reads "Denise Hogan".

Denise Hogan
Clerk to the Board
Wake County Board of Commissioners

Enclosure(s)



Wake County Revenue Department

Rebate Details

10/01/2018 - 10/31/2018

ZEBULON

PAGE

1

DATE

11/01/2018

TIME

2:57:04 PM

REBATE NUMBER	PROPERTY TAG	CITY	LATE LIST	BILLED INTEREST	TOTAL REBATED	PROCESS DATE	ACCOUNT NUMBER	TAX YEAR	BILLING YEAR	OWNER
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BUSINESS ACCOUNTS

712953	3.98	0.00	0.00	0.00	3.98	10/31/2018	0006609547	2018	2018 007200	INTERFACE SECURITY SYSTEMS LLC
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SUBTOTALS FOR BUSINESS ACCOUNTS 3.98 0.00 0.00 0.00 3.98 1 **Properties Rebated**

WILDLIFE BOAT ACCOUNTS

712949	331.59	0.00	0.00	0.00	331.59	10/31/2018	0004189866	2018	2018 000000	CRITZER, CHRISTOPHER MORRIS
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SUBTOTALS FOR WILDLIFE BOAT ACCOUNTS 331.59 0.00 0.00 0.00 331.59 1 **Properties Rebated**

TOTAL REBATED FOR ZEBULON 335.57 0.00 0.00 0.00 335.57 2 **Properties Rebated for City**



Wake County Revenue Department

Rebate Details

10/01/2018 - 10/31/2018

ZEBULON

DATE 11/01/2018
 TIME 2:57:04 PM
 PAGE 1

REBATE NUMBER	PROPERTY	CITY TAG	LATE LIST	BILLED INTEREST	TOTAL REBATED	PROCESS DATE	ACCOUNT NUMBER	TAX YEAR	BILLING YEAR	OWNER
Grand Total:	29,195.22	61.67	3,190.41	0.00	32,447.30			91	Properties Rebated for All Cities	



STAFF REPORT
FINANCIAL STATEMENTS UPDATE
JANUARY 7, 2019

Topic: FY 2019 Monthly Financial Statement Update

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

Executive Summary:

The attached financials are for Board of Commissioners review only. See discussion below for details on statements.

Background:

The attached financials are a summary of revenues and expenditures to date. These are provided to keep the Board informed, on a monthly basis, of how revenues and expenditures are trending throughout the year.

Information:

These financial statements are through December 17, 2018. We've now received three of the twelve months of sales tax monthly distributions in FY 2019. As usual, the majority of property taxes will be received in the next couple months (December – January). See notes below for analysis on those and other revenues.

For FY 2019, approximately 5 ½ months in to the new year, the Town has spent about 43% (approximately \$6,267,000) of its General Fund budget of \$14,424,744. It is still fairly early in the year to discuss trends in most revenues and expenditures. It is important to note some larger early year expenditures – payment has been made on the ladder and pumper trucks totaling approximately \$1.6 million as well as some other capital expenditures in Police (vehicles and radios totaling \$147,000) and Sanitation (the knuckleboom purchase) and debt service payments totaling \$637,000. This is why these departments have disproportionate amounts of percent of budget spent at this early point in the year. Some discussion on some early revenue activity such as zoning fees and property taxes are below. The revenue and expenditure statements are included for your review.

A few highlights to date include:

Sales Tax

- Sales taxes collected in September 2018 were received and were 1.80% (\$1,572) more than the distribution received for the same period in FY 2018.
- For the year-to-date total of FY 2019 they are 1.72% (\$4,417) ahead of FY 2018.
- Article 39 receipts, proceeds returned to the county of origin, were 1.12% (\$451) more than the distribution received for the same period in FY 2018.
- Article 39 receipts year-to-date for FY 2019 are 0.56% (\$656) more than FY 2018. (Ref. attached Sales Tax Collections spreadsheet).



STAFF REPORT
FINANCIAL STATEMENTS UPDATE
JANUARY 7, 2019

Utilities Sales Tax (Sales tax on natural gas, electricity, telecommunication services and video programming)

- The first distribution for FY 2019 (quarter ending September 30, 2018) was received December 17.
- Utilities Sales tax received for the quarter was 8.1% (\$13,116) more, as a whole, than the distribution received for the same quarter in FY 2018.
 - The natural gas component of the above was up 18.6% (\$108) from the same quarter in FY 2018.
 - Electricity was up 9.2% (\$13,635) from the same quarter in FY 2018.
 - Telecommunications was down 4.5% (\$626) from the same quarter in FY 2018.
- Video programming sales tax received for the quarter was 4.0% (\$286) less than the distribution received for the same quarter in FY 2018.

Property Tax

- Property taxes collected so far in FY 2019 are approximately \$1,821,900. This is 28.5% of budgeted revenues (\$6,379,500).
- This is 20% more than what was collected to date in FY 2018 (\$1,517,000).

Permits & Zoning

- Permit and zoning fees collected to date in FY 2019 are \$49,302.
- This is 51.8% of budgeted revenues (\$95,000) for the year.
- It is about 26.2% less than what was collected to date in FY 2018 (\$66,841).

Transportation Impact Fees

- Transportation Impact fees collected to date for FY 2019 are \$48,639.
- It is 7.5% more than what was collected to date in FY 2018 (\$45,261).
- The unaudited balance to date of Transportation Impact fees is \$111,326.
- This revenue is placed into a reserve for current and future transportation projects to be spent within 10 years.

Policy Analysis: N/A

Financial Analysis: Budgeted revenue is \$14,424,744 while year to date revenue collected is \$4,968,660 (34% of budgeted). As shown in the chart on the Revenue Statement, 58% of year to date revenues come from property taxes.

Staff Recommendation:

No staff recommendation or Board action is necessary. These are informational only.

Attachments:

1. General Fund Fiscal Year 2019 Expenditure Statement and Revenue Statement (as of December 17, 2018)
2. Sales Tax – FY 2019

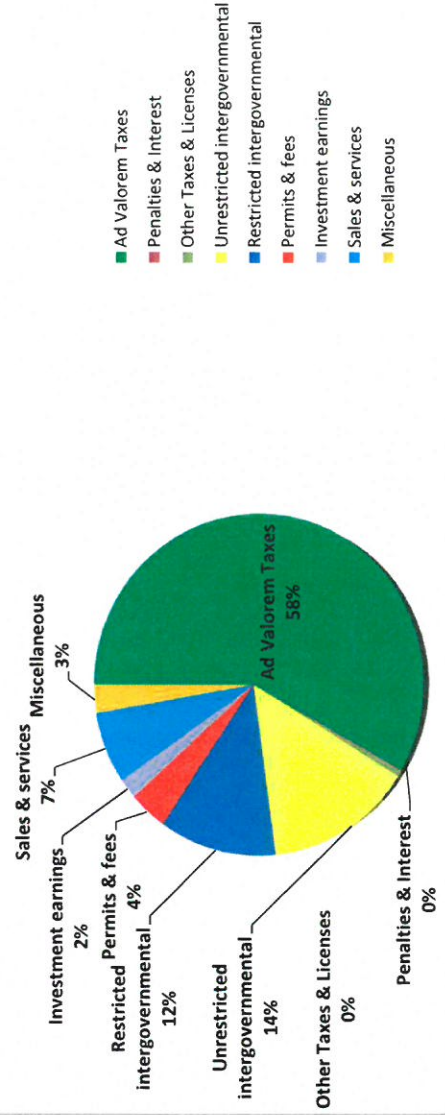


TOWN OF ZEBULON
 Revenue Statement: 2018 - 2019
 for Accounting Period 6/30/2019
 GENERAL FUND

As of 12/17/2018

<u>Revenue Categories</u>	<u>Estimated Revenue</u>	<u>Revenue YTD</u>	<u>% Collected</u>	<u>% of Total Revenue YTD</u>
Ad Valorem Taxes	\$6,433,471	\$1,898,841	29.5%	58.1%
Penalties & Interest	\$12,500	\$3,096	24.8%	0.1%
Other Taxes & Licenses	\$39,500	\$17,631	44.6%	0.5%
Unrestricted intergovernmental	\$1,685,500	\$460,292	27.3%	14.1%
Restricted intergovernmental	\$839,170	\$377,986	45.0%	11.6%
Permits & fees	\$149,500	\$126,234	84.4%	3.9%
Investment earnings	\$60,000	\$66,191	110.3%	2.0%
Sales & services	\$631,275	\$227,076	36.0%	6.9%
Miscellaneous	\$166,500	\$91,313	54.8%	2.8%
Lease Purchase Proceeds	\$2,629,000	\$1,700,000	64.7%	0.0%
Fund Balance Appropriated	\$1,778,328	\$0	0.0%	0.0%
Total Revenues	\$14,424,744	\$4,968,660	34.4%	100%

Town of Zebulon General Fund % of Total Revenue To Date - FY 2019





TOWN OF ZEBULON
 Expenditure Statement: 2018 - 2019
 for Accounting Period 6/30/2019
 GENERAL FUND
 As of 12/17/2018

<u>Dept #</u>	<u>Department</u>	<u>Approp Amount</u>	<u>Expenditure YTD</u>	<u>% Exp.</u>
410	GOVERNING BODY	\$354,450	\$133,161	37.6%
420	FINANCE	\$359,100	\$155,780	43.4%
430	ADMINISTRATION	\$616,965	\$271,396	44.0%
450	CONTRACTED SERVICES	\$22,000	\$6,384	29.0%
470	STADIUM	\$51,600	\$18,728	36.3%
490	PLANNING AND ZONING	\$896,310	\$186,480	20.8%
500	BUILDINGS & GROUNDS	\$1,395,941	\$554,013	39.7%
510	POLICE	\$2,283,845	\$1,168,422	51.2%
530	FIRE	\$3,318,581	\$2,373,866	71.5%
560	STREETS AND HIGHWAYS	\$712,900	\$227,011	31.8%
570	POWELL BILL	\$256,000	\$5,832	2.3%
580	SANITATION	\$1,179,100	\$590,737	50.1%
590	STORMWATER	\$1,328,650	\$103,742	7.8%
620	PARKS & RECREATION	\$1,469,552	\$424,127	28.9%
690	SPECIAL PROJECTS	\$179,750	\$47,590	26.5%
	Total Expenditures	\$14,424,744	\$6,267,269	43.4%

Sales Tax

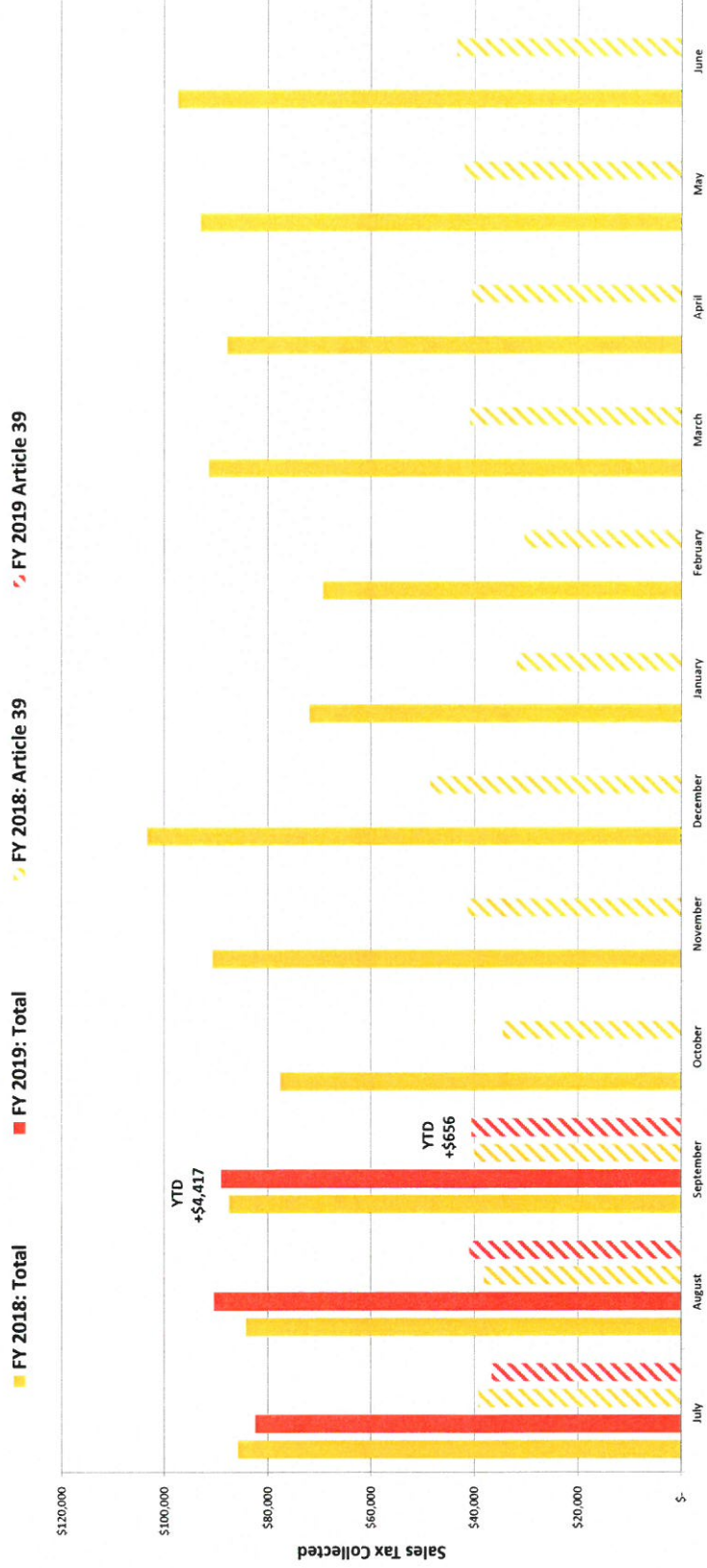
FY 2019

Month	Article 39 (1) *	Article 40 (1/2)	Article 42 (1/2)	Article 44 (1/2)	City Hold Harmless	FY 19 Totals	Prior Year (FY 2018)	% Inc (Dec) from Prior Yr
July	\$ 36,660	\$ 15,288	\$ 18,274	(2) \$	\$ 12,269	\$ 82,490	\$ 85,782	-3.8%
August	\$ 41,003	\$ 16,254	\$ 20,432	(1) \$	\$ 12,704	\$ 90,393	\$ 84,256	7.3%
September	\$ 40,586	\$ 16,066	\$ 20,242	0 \$	\$ 12,166	\$ 89,061	\$ 87,489	1.8%
October	0	0	0	0	0	0	77,610	-100.0%
November	0	0	0	0	0	0	90,722	-100.0%
December	0	0	0	0	0	0	103,358	-100.0%
January	0	0	0	0	0	0	72,080	-100.0%
February	0	0	0	0	0	0	69,386	-100.0%
March	0	0	0	0	0	0	91,420	-100.0%
April	0	0	0	0	0	0	87,894	-100.0%
May	0	0	0	0	0	0	93,063	-100.0%
June	0	0	0	0	0	0	97,465	-100.0%
Total	\$ 118,250	\$ 47,608	\$ 58,948	(2) \$	\$ 37,139	\$ 261,943	\$ 257,526	1.7%

FY 2018

Month	Article 39 (1) *	Article 40 (1/2)	Article 42 (1/2)	Article 44 (1/2)	City Hold Harmless	FY 18 Totals	Prior Year (FY 2017)	% Inc (Dec) from Prior Yr
July	\$ 39,291	\$ 15,388	\$ 19,542	(205) \$	\$ 11,766	\$ 85,782	\$ 75,359	13.8%
August	\$ 38,167	\$ 15,189	\$ 18,990	0	\$ 11,909	\$ 84,256	\$ 82,879	1.7%
September	\$ 40,136	\$ 15,606	\$ 19,988	(4)	\$ 11,763	\$ 87,489	\$ 80,395	8.8%
October	\$ 34,599	\$ 14,293	\$ 17,203	(11)	\$ 11,526	\$ 77,610	\$ 80,741	-3.9%
November	\$ 41,413	\$ 16,168	\$ 20,614	0	\$ 12,527	\$ 90,722	\$ 82,777	9.6%
December	\$ 48,633	\$ 17,785	\$ 24,242	3	\$ 12,695	\$ 103,358	\$ 100,663	2.7%
January	\$ 31,988	\$ 13,416	\$ 15,916	(1)	\$ 10,761	\$ 72,080	\$ 67,521	6.8%
February	\$ 30,459	\$ 13,038	\$ 15,127	0	\$ 10,763	\$ 69,386	\$ 72,155	-3.8%
March	\$ 40,989	\$ 16,725	\$ 20,435	0	\$ 13,270	\$ 91,420	\$ 89,323	2.3%
April	\$ 40,662	\$ 15,444	\$ 20,227	1	\$ 11,559	\$ 87,894	\$ 85,773	2.5%
May	\$ 42,066	\$ 16,797	\$ 20,917	(6)	\$ 13,288	\$ 93,063	\$ 82,182	13.2%
June	\$ 43,512	\$ 17,893	\$ 21,693	2	\$ 14,365	\$ 97,465	\$ 92,134	5.8%
Total	\$ 471,915	\$ 187,743	\$ 234,894	(220) \$	\$ 146,191	\$ 1,040,523	\$ 991,902	4.9%

Monthly Summary of Sales Tax Collected





STAFF REPORT
JANUARY 7, 2019
PARTF GRANT AWARD – GREENWAY CAPITAL PROJECT

Topic: Greenway Capital Project Fund – PARTF Grant (Ordinance 2019-18)

From: Chris Ray, Public Works Director & Bobby Fitts, Finance Director

Prepared by: Chris Ray, Public Works Director & Bobby Fitts, Finance Director

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

Executive Summary:

The Board of Commissioners will consider recognizing and appropriating \$90,230 in PARTF grant funds awarded to the Town on September 12, 2018.

Background:

The Greenway, Bicycle & Pedestrian Master Plan was adopted by the Board on October 5, 2015. The Town applied for this PARTF grant as part of the 2017-2018 grant cycle. The grant application was submitted on May 1, 2018 and the Town was awarded \$90,230 on September 12, 2018. These grants funds are good until November 30, 2021.

Discussion:

Ordinance 2019-18 would appropriate these grant funds toward greenway construction. These funds would be used for construction of a 10' wide asphalt paved trail approximately 5,100 LF or .966 miles in length. Additional CAMPO grant funds of \$866,265 have been requested to complete the project. We expect to receive notification in late January – early February. Design is complete and all environmental construction permits have been secured on this project. This grant is the second received for the project - Wake County Open Space Grant (\$228,625.00), awarded in February 2017, is the other

Policy Analysis:

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 2019-18.

Attachments:

1. Ordinance 2019-18

ORDINANCE 2019-18

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 capital project budget ordinance.

Section 1. To amend the Greenways Capital Project Fund budget as follows:

	INCREASE	DECREASE
REVENUES		
PARTF Grant	\$90,230.00	
EXPENDITURES		
Construction	\$90,230.00	

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: January 7, 2019

Effective: January 7, 2019

Robert S. Matheny— Mayor

ATTEST:

Lisa M. Markland, CMC—Town Clerk

SEAL