

**Zebulon Board of Commissioners**  
**Minutes**  
**March 2, 2020**

Present: Robert S. Matheny, Beverly Clark, Annie Moore, Larry Loucks, Shannon Baxter, Glenn York, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Chris Ray-Public Works, Tim Hayworth-Police, Chris Perry-Fire, Sheila Long-Parks & Recreation, Bobby Fitts-Finance, Michael Clark-Planning, Eric Vernon-Town Attorney

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

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Zebulon Middle School student Logan Dreifuss.

**APPROVAL OF AGENDA**

Mayor Matheny asked to amend the agenda to add presentations under recognition.

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

**SCHOOL RECOGNITION**

Mayor Matheny recognized student Logan Dreifuss and teacher Sandra Lindsey, both from Zebulon Middle School.

Mayor Matheny recognized former Commissioner Don Bumgarner for his 26 years of service. Mr. Bumgarner spoke about his service and thanked everyone.

**PUBLIC COMMENT PERIOD**

No one signed up to speak.

**CONSENT**

*A. Minutes*

Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of the February 3, 2020 meeting. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve the minutes of the February 10, 2020 Joint Public Hearing. There was no discussion and the motion passed unanimously.

*A. Finance*

Commissioner Clark made a motion, second by Commissioner Moore to approve the tax report for December 2019. There was no discussion and the motion passed unanimously.

Commissioner Clark made a motion, second by Commissioner Moore to approve the financial report as of February 17, 2020. There was no discussion and the motion passed unanimously.

Board of Commissioners  
Minutes  
March 2, 2020

Commissioner Clark made a motion, second by Commissioner Moore to approve Ordinance 2020-41 – Forfeiture Funds. There was no discussion and the motion passed unanimously.

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

Commissioner Clark made a motion, second by Commissioner Moore to approve Resolution 2020-08 – Census Partnership. There was no discussion and the motion passed unanimously.

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

## **PRESENTATION**

### *A. Denise Nowell – Chamber of Commerce Update*

Denise Nowell gave an update on the Town and Chamber partnership. The Chamber hosted a tour of Legacy Crest Court last week to promote the commercial building that was for sale. The Chamber attended a Hotel Developer Day and presented Zebulon to 10 hotel developers where one interest and toured Zebulon. The Emerging Business Roundtable was held in February. Denise Nowell gave an economic development update.

The Chamber's Annual Meeting was scheduled for March 17 at the Zebulon Community Center.

## **NEW BUSINESS**

### *A. Finance*

#### 1. FY 2021 Strategic Plan Grant Applications (Non-Profit Funding Requests)

Bobby Fitts gave an update on the seven Strategic Plan Grant Applications that were received.

##### a. Dew4Him Ministries, Inc.

Jane Wolfe gave an overview of the program and how it met needs for workforce readiness. The non-profit would provide for community involvement by offering art classes.

Shannon White, a director at East Wake Education Foundation, spoke about the preschool program they offered. The funding would go toward Family and Child Enrichment Services (“FACES”). The program fit in with the Town's small town life of the Strategic Plan by increasing connectedness in the community.

Allison Strickland, the Chief Development Officer of Interact, thanked the Board for previous support. Interact was the only comprehensive service provider for victims of domestic violence and sexual assault for Wake County with over 52,000 people served last year. The program helped reduce barriers for people in abusive relationships. Ms. Strickland spoke about the Lethality Assessment Program and hoped to expand the program to Zebulon this year with additional funding.

Julia Walsh, Miss Zebulon 2020, spoke about the Miss Zebulon Organization and the opportunities the program provided for young women. Kailey Wadsworth, Miss Zebulon Outstanding Teen,

Board of Commissioners  
Minutes  
March 2, 2020

spoke about her volunteer work in the community and the scholarship opportunities the organization provided.

Laura Johnson, spoke about the Martin Luther King, Jr. breakfast.

Mary Beth Carpenter, the Executive Director of Preservation Zebulon, thanked the Board for their previous contribution that funded Preservation Day in February, 2020. Future funding would go toward a historic home tour in spring 2021.

Roger Brantley, from Share His Glory, spoke about partnerships with other local nonprofits to provide meals for families in need. The youth who volunteer with Share His Glory were able to put the community service hours on their resume to help apply for scholarships and go to college. The non-profit also provided resources to parents and children in need.

#### *B. Budget Comments*

John Macon requested consideration for funding for a storm water infrastructure project which consisted of a reinforced concrete pipe. Mr. Macon explained what the project, near the intersection of West North Street and Flowers Avenue, would involve and how it would help with the drainage issue in the area.

### **OLD BUSINESS**

#### *A. Planning*

##### 1. Ordinance 2020-42 Chronic Violators Ordinance

Michael Clark stated this was an amendment to Chapter 95 of the UDO to provide clarity and to establish a Chronic Violators Ordinance. Mr. Clark gave a brief presentation and explained how the ordinance would be beneficial to the Town. The Planning Board gave an informal recommendation of support at the February 10, 2020 meeting and staff recommended approval.

Commissioner Baxter asked where the ordinance fell in enforcement. It was explained the ordinance would give the Town more resources to expedite the enforcement of repeat offenders. The proposed amendment allowed for stricter regulations of the code with decreased staff costs.

It was asked if the violation notice came with a fine. Staff explained a violation notice did not have a fine but was more informative about Town regulations.

Commissioner Baxter made a motion, second by Commissioner York to approve Ordinance 2020-42 Chronic Violators Ordinance to adopt the proposed text amendments to section 95.50 and 95.51 and the adoption of Section 95.56 of the Code of Ordinances as presented at the February 10, 2020 Joint Public Hearing, finding that the proposed request as consistent with the Comprehensive Master Plan and the goal statements of the 2030 Strategic Plan as adopted by the Town of Zebulon. There was no discussion and the motion passed unanimously.

##### 2. Comprehensive Land Use Plan and Transportation Plan Presentation

Michael Clark gave a brief overview and introduced the consulting teams from Ramey Kemp & Associates and Kendig Keast Collaborative.

Board of Commissioners

Minutes

March 2, 2020

Gary Mitchell, with Ramey Kemp & Associates, did a presentation of their qualifications, timeline, and information about the process. Mr. Mitchell asked the Board for their input on how Zebulon was the same from 10 years ago. Mayor Matheny stated there was not any new housing in downtown Zebulon.

The Board was asked what was different from 10 years ago. Some of the responses were more traffic, road structure changes, growth in specific areas, added greenways, upgrades to parks, and a cultural shift with new people moving to Zebulon. The context for the plan was to maintain growth while maintaining small town charm, sustain and diversify the economy, build an interconnected community, revitalize downtown, improve infrastructure, and focus on amenities and livability. The focus areas included growth capacity, land use and development, housing and neighborhoods, economic development, recreation and amenities, and special area planning. Mr. Mitchell provided an overview from the 2010 Census to show the growth in population in Zebulon.

Mr. Mitchell asked the Board for feedback on their top 10 requests for the plan to address. Some of the responses were better jobs, more stop lights to combat traffic, improved roadways and infrastructure, new and upgraded sidewalks and crosswalks.

Michael Clark reminded everyone about the first community interaction meeting at Wakefield Central Baptist fellowship hall at 6pm on March 3. The meeting was open to everyone and would primarily focus on the area north of 264 and 64. The next meeting was scheduled for March 25 at 6pm on the area south of 264 and 64 at the Zebulon Community Center. The final meeting would be community-wide on April 15 at 6pm at the Zebulon Community Center.

### **BOARD COMMENTS**

Commissioner Baxter encouraged people to take precautions pertaining to the Coronavirus, volunteer for Meals on Wheels, and discussed daylight savings time.

Commissioner Loucks thanked staff for their work at the retreat.

Mayor Matheny stated the non-profit funding recipients would be decided at a later meeting.

### **MANAGER'S REPORT**

The next work session was scheduled for March 18 at 7:00pm. The meeting would cover topics regarding use of the Municipal Complex facility, Parks and Recreation Master Plan, and Planned Development training.

Bobby Fitts had the following budget transfers:

#### Governing Body:

Moved \$1,000 from Group Insurance to FICA

#### Administration:

Moved \$700 from Printing & Copying to Parks & Recreation – Special Events

#### Police:

Board of Commissioners  
Minutes  
March 2, 2020

Moved \$3,500 from Zebulon Night Out to Parks & Recreation – Special Events

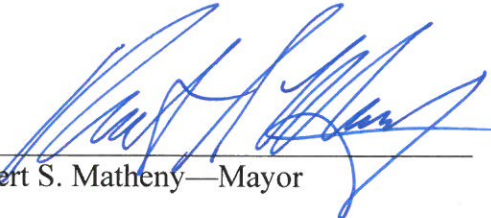
Streets:

Moved \$1,000 from Contract Services to Parks & Recreation – Special Events

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

Adopted this the 20<sup>th</sup> day of May 2020.



  
Robert S. Matheny—Mayor

  
Lisa M. Markland, CMC—Town Clerk