

Zebulon Board of Commissioners
Work Session
Minutes
May 31, 2018

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

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

APPROVAL OF AGENDA

Mayor Matheny explained the agenda needed to be amended to add item II A2(b) – Finance Worksession II follow-up/Fund Balance.

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

OLD BUSINESS

A. General-Budget Process

Joe Moore gave a PowerPoint presentation with an outline of the budget process. Joe stated the budget public hearing would be June 4, then the budget could be adopted, revised or tabled and explained it had to be completed no later than July 1st.

Community and Economic Development: Façade and Business Retention

Mark Hetrick gave the PowerPoint presentation on community and economic development including: 1) advance Zebulon 2030 2) public private partnerships 3) enhance the visual qualities of properties 4) economic benefits and impact 5) adopted plans and policies and 6) existing and future needs.

Denise Nowell, with the Zebulon Chamber of Commerce, spoke about the focus areas of the 2030 Strategic Plan. The Vibrant Downtown would focus on organizing special events, market vacant buildings, facilitate the upgrade of buildings/spaces, and develop inventory of building/land sites. Denise Nowell explained that more potential business owners were looking at available commercial spaces downtown.

The next focus area identified was Grow Smart by strengthening, attracting, and developing new and local businesses.

Small Town Life was the final area. Denise explained this could be done through special events and festivals, the Farm Fresh Market, and increasing connectivity and walkability.

Mark Hetrick explained the Streetscape Match Policy. Staff requested \$8,000 to add landscaping, signage, receptacles, wayfinding, and street furniture that could create downtown gathering places. The Façade Improvement Grant aided in investments to four downtown buildings.

Board of Commissioners
Work Session Minutes
May 31, 2018

It was further explained how economic benefits and impacts were achieved with various grants for the site assessment program, building and site inventory, and downtown market analysis.

There was conversation among the Board about building re-use, internal improvement revolving loans and that process.

Denise Nowell addressed the downtown efforts taking place such as new businesses opening and those celebrating 100 years of business, as well as the marketing work taking place to further expand downtown.

Mayor Matheny asked if anyone had questions.

Commissioner Beck said he would like to see more parking downtown. It was explained that the Planning Department was currently looking into options and speaking with downtown business owners for their feedback.

Mayor Matheny asked if anyone had questions. There were none.

Bobby Fitts presented the PowerPoint presentation on capital budgeting, and responded to follow-up questions from previous work sessions regarding the fleet management fund. There was discussion about options for financing the fire truck.

Bobby Fitts reviewed the Fund Balance Policy, explaining what was used in the budget, and gave detailed projections with various economic impacts.

Mayor Matheny asked if anyone had questions. There were none.


Mayor Matheny asked if there was anyone else that wished to speak. There was no one else that wished to speak.

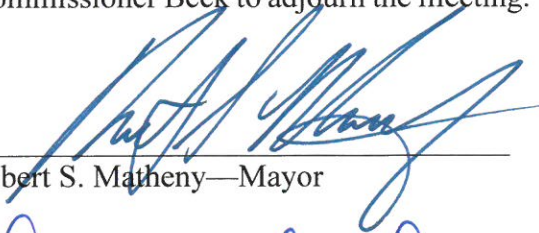
MANAGER'S REPORT

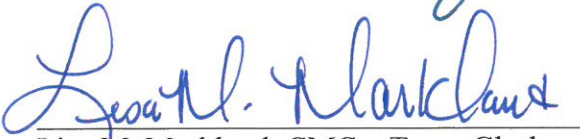
Joe Moore reminded everyone that June 4 was the Budget Public Hearing and the budget ordinance would be on the agenda.

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

7/4/18
Date




Robert S. Matheny—Mayor


Lisa M. Markland, CMC—Town Clerk