

Zebulon Board of Commissioners
Work Session
Minutes
April 21, 2021

Present: Robert S. Matheny, Beverly Clark, Annie Moore, Glenn York, Shannon Baxter, Larry Loucks, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Stacie Paratore-Deputy Town Clerk, Chris Perry-Fire, Michael Clark-Planning, Chris Ray-Public Works, Bobby Fitts-Finance, Ashley Dixon-Police, Eric Vernon-Attorney

Mayor Matheny called the meeting to order at 6:00pm.

APPROVAL OF AGENDA

Mayor Matheny asked to amend the agenda to add Managers Comments as item four.

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

OLD BUSINESS

A. Draft Comprehensive Plan: Land Use and Transportation Chapter Updates

Michael Clark explained the Town was revising their Comprehensive Land Use Plan and Transportation Plan. The Town's current Comprehensive Plan was established in 2008 and the Town had experienced major growth since the last update. Remey Kemp & Associates, Inc. was writing the transportation plan and Kendig Keast was writing the land use plan.

The Town had public events virtually and in person over the past year to gather feedback to craft the plans. There would be a Joint Public Hearing on May 10 and the comprehensive plan would go before the Board on June 7 for a possible adoption.

Gary Mitchell from Kendig Keast spoke about how input and information was gathered and used to build the plan. Mr. Mitchell presented the comprehensive plan's highlights. The comprehensive plan was a growth and land use guidance document to help officials and staff plan over the next 10-20 years. The growth chart and population projections from 1970 to 2040 were shown.

The following individual plan sections and goals for each were explained:

- land use and development
- growth capacity
- housing and neighborhoods
- economic development
- recreation and amenities

A five-county stadium concept map was shown. The principles included connectivity, profile, site development, pedestrian orientation, and programming.

Michael Clark explained the plans were uploaded to the Planning page on the Town of Zebulon's website for public viewing. Staff would also be posting to social media sites and working with development partners, local partners and non-profits to make all aware of the plans. Anyone with questions or comments could call or email Michael Clark.

Jessica McClure from Remey Kemp & Associates, Inc. spoke about how the Comprehensive Transportation Plan would be used. The plan allowed the Town to be more competitive to receive transportation related grants. Different ways the Town could receive grants were explained.

There was detailed discussion about how the Town could collect fees-in-lieu and what the funds could be used for.

Ms. McClure spoke about the community transportation concerns. Some of the concerns mentioned were increased traffic volumes and congestion, high truck volume along NC 96, gaps in bike and pedestrian facilities and connectivity, limited access management, and aging roadways.

There was discussion about safety measures for bike lanes.

It was stated the Town also needed to plan for alternate transportation such as electric bikes, golf carts and autonomous vehicles.

The proposed roadway map was shown. The draft map suggested four lane divided roads, two lane divided roads, intersection improvements, new interchanges and greenways.

There was a question about roads in Town being a two-lane divided road then out of Town as a four-lane road. It was explained having a four-lane outside of Town limits provided capacity in the periphery of Town and opened the possibility for more development.

GoWake Access completed a micro-transit study to assess transit needs in the area. The final assessment was scheduled for 2023. The possibility of a future long-term Town circulator route was mentioned.

Michael Clark stated the Land Use and Transportation plans would be on the Town's website and to contact him for any questions or comments.

NEW BUSINESS

A. Pre-Budget: Economic Forecast, Strategic Plan update preview

Bobby Fitts gave a FY '22 budget forecast. The FY '21 estimates and FY '22 projections for property tax, unrestricted intergovernmental, restricted intergovernmental revenues, service fees, and permits and fees were given.

Joe Moore gave a review of the budget process, purpose and availability of general fund fund balance and a preview of the budget schedule.

The budget would be presented at the May 3 meeting followed by a series of budget work sessions.

- May 11 – community and economic development and stormwater infrastructure

- May 19 – walkability and property management
- May 27 – market study, Parks and Recreation Master Plan, and streets and signals

The Board could adopt the budget at the June 7 meeting, but no later than June 30, 2021.

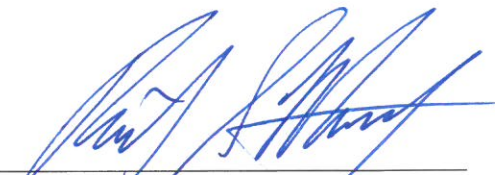
MANAGERS COMMENTS

Joe Moore spoke about the Zebulon Historic District community meeting on May 6, 2021. The meeting would inform citizens about the nomination for the Zebulon Historic District and give them an opportunity to engage and comment on the nomination in a public forum. Citizens were encouraged to attend, and childcare would be provided at the meeting.

Commissioner Clark made a motion, second by Commissioner Loucks to schedule a special called meeting for May 6, 2021 at 6:00pm at the Zebulon Community Center. There was no discussion and the motion passed unanimously.

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

Adopted this the 7th day of June 2021.



Robert S. Matheny—Mayor

Lisa M. Markland, CMC—Town Clerk