

Zebulon Board of Commissioners
Mini Retreat
Minutes
September 8, 2022

Present: Glenn L. York-Mayor, Beverly Clark, Shannon Baxter, Larry Loucks, Quentin Miles, Jessica Harrison, Joe Moore-Town Manager, Lisa Markland-Town Clerk, Mike Clark - Planning, Sheila Long – Parks & Recreation, Chris Ray – Public Works, Chris Perry – Fire, Bob Grossman – Police, Eric Vernon-Attorney, Sam Slater – Attorney, Chidi Madu – Attorney

Michelle Ferguson – Facilitator
Chad Sary – Trainer on Quasi-Judicial Meetings

Mayor York called the meeting to order at 9:00am.

APPROVAL OF AGENDA

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

Town Manager Joe Moore gave some general information and a recap of what to expect for the day, including training on Quasi-Judicial meetings, open meetings law, and public records.

STRATEGIC PLAN DISCUSSION

Michelle Ferguson introduced the topic and asked the Board to state what it was they hoped to get out of the discussion.

Commissioner Miles stated he would like to gain knowledge to move the Town in a productive manner.

Commissioner Clark would like to have a more concrete strategic plan ready.

Commissioner Baxter explained she wanted to revisit the areas that were accomplished, what needed to be done and what needed to be added to the list.

Commissioner Harrison stated she wanted more confidence that the Town was growing smart.

Commissioner Loucks said he would like to see a list of completed projects, what was being worked on and the timelines associated with them and a SWOT analysis.

Mayor York would like to see the prioritization and a consensus of the items prioritized.

Michelle gave a recap of the discussion that was had in April and the desired outcomes and asked the Board where they felt they were with those items.

Commissioner Miles said that he saw it as a gold star of understanding others' perspectives; Commissioner Harrison said that it gave time to understand others views and more effective team to make that effort and be more informed; Mayor York said that he appreciated people for their efforts and accomplishments and sometimes forgets to show that appreciation.

There was discussion about the random acts of kindness and that impacts the community and that there were ripple effects both good and bad in the work that the Board and Staff did.

Commissioner Loucks stated that he would like to have more frequent communication between the Board members to talk about various topics.

There was discussion about what the Board did that no one else could do and the fact that the Board had subject matter experts in staff in their fields and that the Board did not have to worry about the daily things because of their expertise.

The Board did an exercise on the meaning and what success would look like for the three areas of the Strategic Plan: Small Town Life, Vibrant Downtown and Growing Smart

Vibrant Downtown

The main themes were: something for everyone, catering to the needs of the entire community – adults and children alike, something for youth downtown, investment in the entire downtown not just Arendell, gathering places, mix of businesses, clean, safe, and beautiful, parking, traffic control, all buildings occupied, open space, more retail, apartments and it would change as the demographics change.

Also need to reduce the vacancy rate and work with the owners of the property in the downtown area and have an action plan for the Main Street Coordinator.

Small Town Life

The main topics were: robust civic clubs and organizations, events outside of the Town sponsored events, meaningful spaces throughout the Town, market, feeling of community, continuity of development, sense of community, unite old and new Zebulon, make Zebulon what we want it to be, neighborhoods getting together, welcome wagon, meet people where they are, strategic innovation to keep old and new residents engaged, must be intentional.

Michelle stated that they could not stop change but needed to think differently and be innovative in how to do things.

Mayor York stated that what he needed at his age would be different than that of the average 36 year old that was moving to town needed and that meant they had to think differently.

Growing Smart

The main topics were: make sure you can support the growth, control the infrastructure, affordable housing, know the goals and use the tools already approved like the UDO to get there, utilized regional agencies like CAMPO, TJCOG; Town needs to be recognized by the groups to get things accomplished, policies that show trust and appropriately paying our employees. People, businesses and tax base are very important and need to be planning for the next industrial park that is much larger than what the current one was; need to have policies in place for the prime opportunity of industrial businesses, have the appropriate staffing for the future because without them the Town could not do anything.

Competitive pay for employees was a very common theme if the Town wanted to be competitive and flourish.

Mayor York recessed for lunch.

Mayor York called the meeting back to order at 1:00pm

QUASI-JUDICIAL

Chad Sary with Stewart and Associates did training on quasi-judicial hearings and what they were and were not.

Chad asked that they go around the room and give their experience of being in government and with quasi-judicial hearings.

Commissioner Clark stated she had 21 years of experience on the Board and did not think quasi-judicial hearings were any fun.

Commissioner Miles said he had been in office for 265 days and had a lack of knowledge when it came to quasi-judicial hearings.

Mayor York had 265 days as Mayor but six years as a commissioner and wanted to understand about expert testimony, opinion and hearsay.

Commissioner Loucks had three years experience as a commissioner and 30 years on the Board of Adjustment and understood expert testimony and hearsay.

Commissioner Harrison had six months and did not know anything about quasi-judicial hearings.

Commissioner Baxter had three years on the Board and knew that there were people that wanted to testify but were not able to speak.

PUBLIC MEETINGS AND INFORMATION

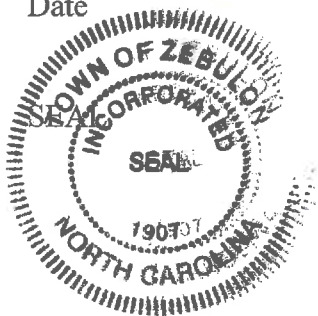
Sam Slater and Chidi Madu with Wyrick Robbins did a presentation on Public Meetings Law and Public Information.

The statutes were reviewed, and hypotheticals were used to help with understanding of the topic and there was good discussion on the information.

The meeting was adjourned at 3:00pm.

October 3, 2022

Date



Glenn L. York
Glenn L. York—Mayor

Lisa M. Markland
Lisa M. Markland, CMC—Town Clerk