

# Zebulon Board of Commissioners Meeting Minutes April 7, 2025

Present: Mayor Glenn York, Jessica Harrison, Beverly Clark, Shannon Baxter, Amber Davis, Quentin Miles, Gilbert Todd, Jr.-Manager, Bobby Fitts-Finance, Sheila Long-Parks & Recreation, Bob Grossman - Police, Cate Farrell-Planning, Eric Vernon – Attorney

Mayor York called the meeting to order.

## **PLEDGE OF ALLEGIANCE**

The meeting was called to order and the Pledge of Allegiance was led by Chloe Brooks.

## **APPROVAL OF AGENDA**

Commissioner Davis requested to remove from consent item B - Parks and Recreation property acquisition to new business item C.

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**

### *Zebulon GT Magnet Middle School*

Mayor Glenn York recognized student Chloe Brooks from Zebulon Gifted and Talented Magnet Middle School and teacher Maryann Martin.

## **MAYOR'S RECOGNITION**

### *Main Street Champion*

Mayor Glenn York announced that Patricia Robinson had been selected as Zebulon's first Main Street Champion. He highlighted Patricia's instrumental role in shaping the success of the downtown association's community programs, which led to Zebulon's acceptance into both the North Carolina Main Street community. The Mayor praised Patricia's passion and countless volunteer hours, noting they set a high standard for future honorees. He mentioned that Patricia was formally recognized at the 2025 North Carolina Main Street Conference on March 13<sup>th</sup> in the presence of her family and members of the Zebulon Main Street Board.

## **PUBLIC COMMENT**

Jennifer Acevedo Holmes, founder, president, and CEO of Community Culture Celebrations (C3), addressed the Board. She requested town support, through fee reimbursements and shared services, for their upcoming Hispanic Heritage Festival. Holmes also suggested improvements to make town processes more accessible, including an email option for submitting applications and implementing consistent interpretation options for Spanish-speaking residents at public meetings.

George Rao introduced himself as a resident of Zebulon and shared information about a new grassroots initiative called Zebulon en Español. He explained that the Facebook group's mission is to translate important town information into Spanish to keep Spanish-speaking

neighbors informed and connected. He encouraged the town to consider hiring a bilingual communications manager to support engagement and access for the growing Latino population in Zebulon.

Ellar Baxter, a student from East Wake High School, presented a poem addressing social and political issues. The poem touched on themes of women's rights, American values, and the importance of speaking up for change.

Tamesha Thomas introduced herself as a candidate for the sustainability committee. She shared her background from a small town in Alabama and her recent relocation to Weaver's Pond in Zebulon. Ms. Thomas expressed her desire to serve the community and help shape Zebulon's future. She emphasized her interest in addressing educational disparities between school systems and her commitment to maintaining Zebulon's charm while supporting growth and development.

Mary Beth Carpenter, executive director of Preservation Zebulon, announced the organization's third historic homes tour scheduled for April 12. She mentioned that six homes in the historic district would be open for tours along East and West Sycamore Street, West North Street, and Gannon Avenue.

A representative from the Zebulon Boys and Girls Club spoke about their recent success at the Kings and Queens basketball tournament. He thanked the board and community for their support and recognized the coaches and players for their hard work in winning the championship.

## **CONSENT**

A motion was made to approve the consent agenda.

Commissioner Baxter made a motion, second by Commissioner Davis to approve Resolution 2025-11. There was no discussion, and the motion passed unanimously.

## **NEW BUSINESS**

### ***Parks & Recreation – Consideration of Non-Profit Event Rental***

#### **Boys & Girl's Club 8k Event – Resolution 2025-12**

Director Long presented the Boys and Girls Club's request for their annual 8k event. She noted that this would be the third year of the 8k, which was previously a 5k. Ms. Long highlighted changes made in previous years, including moving the race off Arendell Avenue for safety reasons. She mentioned that the event is scheduled for September 20, 2025, from 7 AM to 1 PM, with the race time from 10:30 AM to noon.

Sheila Long explained that the event would utilize the back portion of the parking lot area for staging and would require a temporary closure of a portion of Judd Street. She stated that the rest of the race route would remain open to residents and traffic, with volunteers ensuring runner safety and providing directions. Per the fee schedule, the Town could charge up to \$2,622.70 for the event. She noted that if approved, staff may need to request a budget amendment to cover expenses before the end of the fiscal year.

Commissioner Baxter asked if the fees could be incorporated into the budget if waived. Sheila confirmed that there was still time to incorporate this into the budget. Commissioner Baxter also requested that the race organizers chalk the route for added safety, to which John Hanlon, representing the Boys and Girls Club, agreed.

John thanked the Board for their support and mentioned that the previous year's event had a good turnout with participants from out of town and local children enjoying the race.

Commissioner Clark made a motion, second by Commissioner Miles to approve Resolution 2025-12 with a complete fee waiver for the Boys and Girls Club 8k Event.

Commissioner Baxter requested that the Boys and Girls Club provide a recap of the event after it takes place, including information on funds raised and future plans.

There was no further discussion, and the motion passed unanimously.

### **Angel Prints Annual Awareness Walk – Resolution 2025-13**

Director Long presented the Angel Prints Corporation's request for their fourth annual awareness walk. She explained that Angel Prints is a nonprofit serving Zebulon and the surrounding area, supporting families who have experienced pregnancy loss, stillbirth, and infant loss.

Sheila Long noted that the event is proposed for Saturday, October 11, from 7 AM to 2 PM, with the main event running from 10 AM to 1 PM. She mentioned that the event would take place on the Town Hall campus and would not require any street closures. The 3k awareness walk would use the front driving loop and sidewalks along Arendell Avenue. Sheila informed the Board that per the fiscal year 2025 fee schedule, the Town could charge up to \$1,567 for the event. She stated the event organizers had requested a fee waiver.

Brandon Wiggins, co-founder of Angel Prints Corporation, thanked the Board for their continued support. He shared that in 2024, the organization supported 87 families through their outreach program, and to date, they have supported 206 families. Wiggins also mentioned that their awareness events supported 129 people last year, with a total of 230 to date.

Commissioner Miles made a motion, second by Commissioner Baxter to approve Resolution 2025-13 with a full fee waiver for the Angel Prints Annual Awareness.

Commissioner Baxter requested that Wiggins provide a recap of the event after it takes place, similar to the request made for the Boys and Girls Club event.

There was no further discussion, and the motion passed unanimously.

### ***Planning – Judd Street Annexation***

#### **Public Hearing – Annexation of Lots on Judd Street – Ordinance 2025-28**

Cate Farrell presented the annexation request for two properties at the end of Judd Street. She explained that the applicant was William J Pennington II, and the owners were DJI Properties LLC. The properties had no assigned address but were identified by their PIN numbers: 2705074425 and 2705074498. The combined acreage of the lots is 0.8 acres.

Cate noted that public hearing notifications were posted on both lots, mailed to neighbors within 750 feet, published in the Wake Weekly newspaper, and posted on the Town website. She explained that the properties were currently in the Town's Extra Territorial Jurisdiction (ETJ) and zoned as R4 (Residential Neighborhood District). Annexation was required for these lots to receive water and sewer services from the City of Raleigh.

Cate reviewed the annexation standards, confirming that the application was complete, services could be provided, and there were no debt obligations or public health, safety, and welfare concerns. Cate stated that staff was recommending approval.

There was some discussion on the extension of water and sewer lines.

Mayor York opened the public hearing for comments on the annexation request.

Mayor York asked for anyone wishing to speak in favor. There were none.

Mayor York asked for anyone wishing to speak in opposition. There were none.

Mayor York asked for anyone wishing to speak neither for nor against but just had comments. There were none.

Mayor York closed the public hearing.

Commissioner Baxter made a motion, second by Commissioner Harrison to approve Ordinance 2025-28 for the annexation of Wake County PIN 2705074425 and 2705074498 into the Zebulon corporate boundaries, finding that the standards of section 2.2.2.G are met. There was no discussion, and the motion passed unanimously.

### *Parks & Recreation – Property Acquisition*

Commissioner Davis asked for a brief update on what property was being acquired for the citizens.

Director Long presented information on the town's plan to purchase properties at 305 and 307 South Arendell Avenue. She explained that the properties were located between the community center and community park, and their acquisition would allow for future expansion of both facilities.

Sheila stated the master plan identified the need to expand the community park and potentially add facilities like a splash pad. She emphasized that securing these properties now would provide flexibility for future development and better serve the community's needs. Sheila explained that once funding was secured, the next step would be to develop a site plan incorporating all the parcels. The process would involve community engagement, similar to the Little River Park process, to ensure the plan reflected current community needs.

Commissioner Davis expressed appreciation for the explanation, noting the importance of keeping citizens informed and involved in the process.

Commissioner Miles made a motion, second by Commissioner Davis, to ratify the contract for the purchase of 305 and 307 South Arendell Avenue. There was no discussion, and the motion passed unanimously.

## **MANAGER'S REPORT**

The Town Manager provided updates on hiring processes for various positions:

- Communications Manager: 122 applications received, 15 virtual interviews scheduled.
- HR Director: 75 applications received and reviewed.
- IT Specialist: 181 applications received, 16 forwarded for review.
- Public Works Director: 23 applications received, closing date extended to April 12.
- Equipment Operator: Posting remains open until two positions are filled.
- Public Works Ops Manager: Internal posting, closes April 12.
- Police Officer: Multiple positions posted for various levels.
- Part-time Recreational Aid: Year-round position reposted with updated job description.

The Manager also mentioned that a budget survey was live on the Town website, with a Spanish version to be available soon.

## **BOARD COMMENTS**

Commissioner Harrison reported on her attendance at a conference in Myrtle Beach, South Carolina, focused on regional mixed-use development and youth sports as economic drivers for small municipalities. She expressed excitement about potential collaborations and ideas that could benefit Zebulon.

Commissioner Harrison also addressed safety concerns in the Wedgewood Shopping Center following a recent break-in at the Dollar Tree. She invited Interim Chief Grossman to discuss how the police department is addressing these concerns.

Chief Grossman encouraged business owners to contact the police department with any suspicious activity and provided the non-emergency number (919-829-1911) for after-hours observations.

Lastly, Commissioner Harrison announced her upcoming participation in the 19<sup>th</sup> Annual North Carolina Black Summit as a panel leader, representing Zebulon and the North Carolina Black Elected Municipal Officials.

Commissioner Clark acknowledged citizens' concerns about town vacancies and assured the public that the Board was working hard to address these issues.

Commissioner Davis expressed appreciation for the diversity represented at the meeting and the Board's efforts to engage with all community members. She emphasized the dedication of the Board members in their roles and their constant engagement with citizens' concerns and ideas.

Commissioner Baxter expressed excitement about the Latino community's participation in the meeting and the projects presented. She highlighted recent accomplishments of local youth, including the Boys and Girls Club basketball championship and a high-ranking student in the Boys and Girls Club Student of the Year competition.

She mentioned upcoming events and developments, including:

- The Spring Fest on April 26
- Her recent advocacy efforts in Washington, D.C.
- Her upcoming transition to the role of President of Women in Municipal Government in North Carolina

Mayor York announced several upcoming events and meetings:

- Boys and Girls Club grand opening of the American Tower on April 9
- A closed session with Wake County Commissioners regarding the Mudcats stadium
- The NC League of Municipalities Conference in Greenville at the end of April

### **CLOSED SESSION**

Commissioner Baxter made a motion, second by Commissioner Harrison to go into closed session for personnel discussions as allowed by North Carolina General Statutes 143-318.11. There was no discussion, and the motion passed unanimously.

Mayor York declared a 10 minute recess.

NOTE: In closed session, Commissioner Harrison made a motion, second by Commissioner Baxter to come out of closed session. There was no discussion, and the motion passed unanimously.

### **ADJOURN**

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

Adopted this the 7<sup>th</sup> day of July, 2025

  
Glenn L. York – Mayor

SEAL



  
Ana Gomez Rindahl – Town Clerk