

Jody L. McLeod  
**MAYOR**

Bruce Thompson  
**TOWN ATTORNEY**

Steve Biggs  
**TOWN MANAGER**



Bob Satterfield  
R.S. "Butch" Lawter, Jr.  
Art Holder  
Jason Thompson  
**COUNCIL MEMBERS**

Michael Grannis  
**MAYOR PRO TEM**

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## **TOWN COUNCIL MEETING**

**JUNE 15, 2015**

### **AGENDA**

#### **MAYOR AND TOWN COUNCIL**

**MAYOR JODY L. MCLEOD  
MAYOR PRO TEM MICHAEL GRANNIS  
COUNCILMAN BOB SATTERFIELD**

**COUNCILMAN ART HOLDER  
COUNCILMAN R.S. "BUTCH" LAWTER, JR.  
COUNCILMAN JASON THOMPSON**

#### **TOWN STAFF**

**STEVE BIGGS, TOWN MANAGER  
KIMBERLY A. MOFFETT, TOWN CLERK  
BRUCE THOMPSON II, TOWN ATTORNEY**

**AGENDA**  
**THE WORK SESSION MEETING OF THE CLAYTON TOWN COUNCIL**

**MONDAY, JUNE 15, 2015**  
**6:30 PM**

**THE CLAYTON CENTER**  
**COUNCIL CHAMBERS**

1. **CALL TO ORDER**  
Pledge of Allegiance & Invocation - Pledge led by Boy Scout Troop 124
2. **ADJUSTMENT OF THE AGENDA**
3. **CONSENT AGENDA**  
*(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Council may request to have an item removed from the consent agenda for further discussion.)*
  - a. Draft Minutes – June 1, 2015 Regular Meeting
  - b. Draft Minutes – May 4, 2015 Closed Session
  - c. Resolution in Support of Land and Water Conservation Fund
  - d. Certificate of Sufficiency of Petition for Petition for Annexation – 15-08-06-ANX – Riverwood Athletic Club – Ravens Ridge

**POTENTIAL ACTION:**            Approval of Consent Agenda as Presented

4. **ADMINISTRATIVE ITEMS**
  - a. Warranty and Dedication Acceptances:
    - Stone Ridge Subdivision, Phase 2
    - RWAC, Ravens Ridge 8A

**POTENTIAL ACTION:**            Place on July 20, 2015 Consent Agenda
  - b. Voluntary Annexation – 14-100-01-ANX – East Village Office  

**POTENTIAL ACTION:**            Re-Set Public Hearing for July 20, 2015
  - c. Direct Clerk to Investigate Sufficiency of Petition for Voluntary Annexation –14-111-01-ANX – Parkview  

**POTENTIAL ACTION:**            Place on July 20, 2015 Consent Agenda
  - d. Resolutions Authorizing Johnston County and Wake County Tax Administrators to Levy and Collect Property Taxes for the Town of Clayton  

**POTENTIAL ACTION:**            Approval/Disapproval of Resolutions

5. **INTRODUCTIONS AND SPECIAL PRESENTATIONS**
  - a. Christmas Village & Tree Lighting  

**POTENTIAL ACTION:**            Place on July 20, 2015 Consent Agenda

b. July 4<sup>th</sup> Celebration

**POTENTIAL ACTION:** No Action Needed, Presentation Only

6. ITEMS SCHEDULED FOR THE REGULAR MEETING

a. Ordinances Authorizing Budget Amendment(s) for Year End Closeout

**POTENTIAL ACTION:** Approval/Disapproval of Ordinances

7. ITEMS CONTINGENT FOR THE REGULAR MEETING

None at this time

8. ITEMS FOR DISCUSSION

None at this time

9. OLD BUSINESS

a. Ordinance Adopting Town of Clayton 2015-2016 FY Budget

**POTENTIAL ACTION:** Approval/Disapproval of Ordinance

b. Petition for Voluntary Annexation – 15-08-06-ANX – Riverwood Athletic Club – Ravens Ridge

**POTENTIAL ACTION:** Set Public Hearing for July 20, 2015

c. Adoption of Classification and Pay Study

**POTENTIAL ACTION:** Place on July 20, 2015 Consent Agenda

d. Resolution Approving Plans and Specifications for Development and Construction of the Clayton to Raleigh Sanitary Sewer Transmission Project

**POTENTIAL ACTION:** Approval/Disapproval of Resolution

10. STAFF REPORTS

- a. Town Manager
- b. Town Attorney
- c. Town Clerk
- d. Other Staff

11. OTHER BUSINESS

- a. Informal Discussion & Public Comment
- b. Council Comments

12. ADJOURNMENT



**Minutes  
Clayton Town Council  
June 1, 2015**

**Present: Mayor McLeod, Mayor Pro Tem Grannis, Council Member Satterfield, Council Member Lawter, Council Member Holder and Council Member Thompson**

**Staff Present: Steve Biggs, Town Manager; Nancy Medlin, Deputy Town Manager; David DeYoung, Planning Director; Kimberly Moffett, Town Clerk; Katherine Ross, Town Attorney; Larry Bailey, Parks and Recreation Director; Robert McKie, Finance Director; Stacy Beard, Public Information Officer; Tim Simpson, Public Works Director; Dale Medlin, Electrical Maintenance Superintendent and Lee Barbee, Fire Chief**

**1. CALL TO ORDER**

Mayor McLeod called the meeting to order at 6:35 p.m. The Mayor led everyone in the Pledge of Allegiance as well as offering the Invocation.

**2. ADJUSTMENT OF THE AGENDA**

**3. CONSENT AGENDA**

*(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Council may request to have an item removed from the consent agenda for further discussion.)*

- a. Draft Minutes – May 4, 2015 Regular Session
- b. Draft Minutes – May 18, 2015 Work Session
- c. Certificate of Sufficiency of Petition for Voluntary Annexation – 14-100-01-ANX – East Village Office
- d. Resolution Awarding Bid for 2014 Clayton Streets Project
- e. Special Event – Grill Fest – July 11, 2015
- f. Resolution – Sole Sourcing of Nitrogen Process Equipment
- g. Warranty and Dedication Acceptance;
  - East Village Lift Station, Gravity Sewer & Force Main
  - Johnston Medical Hospital – Water/Sewer

**ACTION: Approval of Consent Agenda as Presented**

**Motion: Council Member Holder  
Second: Council Member Thompson  
Vote: Unanimous**

**4. INTRODUCTIONS AND SPECIAL PRESENTATIONS**

- a. Introduction of Stephanie Ross – Downtown Development Coordinator

Mr. DeYoung, Planning Director, introduced Stephanie Ross, who is serving as the new Downtown Development Coordinator.

Ms. Ross has extensive background and served as a member of the Goldsboro Downtown Development Association. Ms. Ross stated she is excited to be of the town of Clayton and thanked everyone for the opportunity.

**5. PUBLIC HEARINGS**

**a. Public Hearing to Receive Public Comment on the Proposed FY '15-'16 Budget**

Mayor McLeod opened the Public Hearing at 6:38 p.m.

Mr. Jerry Gay came forward and stated he is a resident of Glen Laurel and has been living in Clayton for approximately 12 months. He stated he read the recent newspaper article about the budget and had some concerns he would like to address, specifically the increase in the health insurance rates, proposed pay increases and the paving of the dog park. Mr. Gay asked if it had been considered to change insurance companies.

Council Member Satterfield addressed the issue of the health insurance and stated that yes we had considered switching companies and advised the savings to switch would be minimal. He also stated that jumping from one insurance company to another is not a preferred practice.

Mr. Gay asked that common sense be used with regard to pay increases and paving of the dog park. Council Member Satterfield addressed issue regarding dog park stated he was against it from the beginning but stated that it is well used. Council Member Satterfield also stated this item was taken out of the budget at the May 13 budget work session, and this information was not correctly reported in the newspaper article.

Mr. Gay asked how long the tax increase would be in effect, would it be short term or forever? Mayor McLeod stated he believed it would be forever.

Mr. Gay further stated he had concerns that senior citizens/retired folks would be kept away from Clayton due to the tax increase. He stated he had concerns about the numerous annexations undertaken by that the town. He also had some concerns about the quality of inspections performed at his home. He stated that he felt the pay increase for employees and the entire budget should be reviewed with a common sense approach.

Council Member Satterfield stated that back in 2008 numerous employee positions were eliminated rather than raising taxes. Council Member Satterfield asked for additional information regarding

concerns about the Inspection Department. Mr. Gay provided information regarding issues he encountered.

Mayor McLeod thanked Mr. Gay for attending and welcomed him to the Town. Mayor McLeod provided some information about the history and success of the Town of Clayton and also advised that members of the Town Council are very dedicated public servants. He invited Mr. Gay to attend all Town Council meetings to become better informed Clayton. Mayor McLeod addressed the issue regarding retirees. He stated Clayton is very desirable and a very high percentage of folks moving to Clayton are retirees. The Mayor further stated he has been the Mayor for 12 years and has never once had a retiree tell him they couldn't afford to live in or move to Clayton. The Mayor also addressed the issue Mr. Gay raised regarding the numerous annexations. Mayor McLeod stated every single annexation that has taken place have been completely voluntary. Not a single annexation has taken place against any ones will. Mayor McLeod also addressed the issue of health insurance and provided background regarding the issue of switching other providers. Mayor McLeod addressed the issue of how difficult it was back in 2008 in having to reduce the work force. He further stated employees had to take on additional workloads with no increases or merit raises for several years and now that we are back on our feet again and we are making up for lost time.

Mayor Pro Tem Grannis thanked Mr. Gay for attending. He stated that there were wage freezes for several years. He further stated the Council takes their responsibility very seriously and they listen very closely to citizens and always have the best interest of citizens as a priority. However, there are times when the only other choice to a tax increase is to cut services drastically.

Mr. Jonathan Quick lives at 237 Boswell Lane, which is in the ETJ, and stated he has some concerns regarding the budget. He also stated he spent many hours going over the budget and suggested a budget summary. He stated he had concerns about the proposed new positions. He stated all the positions seems to administrative and not mission critical. He also stated he sent an email to all Council Members and did not receive a reply. Council Member Holder stated he not received such an email and they he always responds to citizens emails. Mr. Quick stated he is concerned about \$5000 for furniture for Library Director and gym membership reimbursement. He stated does not receive these types of benefit and does not understand why anyone else should.

Mr. Biggs stated that currently the Library Director has had to use her own personal office furniture and with regard to the gym membership fees that are part of the wellness program and folks are reimbursed

\$25 after they have renewed a gym membership. Mr. Biggs also addressed the issue of the health insurance increase. He stated in previous years our increase averaged 3-4%, however, during this past year, there have been several serious illnesses. Mr. Biggs stated we are very dedicated to wellness program and having an active lifestyle.

Mr. Quick stated he was concerned that the new recommended positions were administrative rather than mission critical. Mr. Biggs provided detailed information regarding the need for all positions. Mr. Biggs stated that since 1997 there has only been one person serving as an athletic coordinator, even though our population has increased from 4,000 in 1997 to approximately 19,000 at this time. Mr. Quick stated he didn't feel his taxes should be spent on this type of a position.

Mr. Quick also had concerns as to why there was a need for another librarian. Mr. Biggs provided details about having the ability to catalog in house versus being sent out to the catalog.

Mr. Quick also had concerns about the need for administrative support in the Planning Department going from a part time position to a full time position. Mr. Biggs provided information about the need for this position.

Mr. Quick stated he felt the town didn't go the extra mile to eliminate the need for a tax increase. He felt there were many items that could have been eliminated. Mr. Biggs stated that as a government it is a struggle to balance everything. One service that is of value to one is not of value to another.

Mr. Quick again stated he felt disappointed in the Council and asked again they go back and re-scrutinize the budget. Mr. Biggs added these taxes would not be relevant to Mr. Quick as he lives in the ETJ.

With no further comments, Mayor McLeod closed the Public Hearing at 7:12 p.m. Mayor McLeod stated this input will be taken under advisement for action at the June 15, 2015 meeting.

- b. Public Hearing - Rezoning – 2014-99 – Magnolia Point Rezoning – PD-MU & R-10 to R-8

Mayor McLeod opened the Public Hearing at 7:12 p.m.

Mr. DeYoung stated the applicant is not present this evening and asked that the Public Hearing be tabled to a future date.

**ACTION:** Public Hearing tabled until July 20, 2015

c. **Public Hearing - Text Amendment – Modification to Article 2 of the Unified Development Code**

Mayor McLeod opened the Public Hearing at 7:14 p.m.

Mr. DeYoung provided an overview of the proposed modification to Chapter 155, Article 2 of the Code of Ordinances. This amendment would add a new district for Public Facilities. This district would be primarily for public parks and recreation area, public buildings and facilities and other capital improvements of a significant nature.

Mayor McLeod asked if there were any questions of staff, with there being none the item was turned over to Council for deliberation.

**ACTION:** Approval of Text Amendment and Approval of Statement of Reasonableness and Consistency as Presented

**Motion:** Council Member Thompson

**Second:** Council Member Holder

**Vote:** Unanimous

6. **OLD BUSINESS**

a. **Downtown Parking**

Mr. Biggs provided update acknowledging that Horne Square is not adequate for the downtown parking needs. Mr. Biggs stated there is a tremendous amount of work underway and within the next several months there will be some proposals/agreements in place that will address the parking issue. The issue of overnight parking at Horne Square is not being ignored. We are trying to work with everyone to create a coalition amongst downtown businesses to share parking areas and not limit parking spaces to just their business. However, it is the desire of the Council to enforce overnight or limited day time parking issue it will begin to take place.

Mayor Pro Tem Grannis asked how many possible spaces would be created. Mr. Biggs stated approximately 50-60 spaces.

Council members agreed we need to hold off and see what happens with possible new parking spaces. Mr. Biggs stated we are first looking at capacity and over time with move to safety and aesthetic issues.

**7. NEW BUSINESS**

**a. Resolution in Support of Land and Water Conservation Fund**

Mr. Bailey was present and provided additional information regarding the request for this Resolution which acknowledges the need to preserve, develop and ensure access to outdoor recreation facilities for the purpose strengthening the health of citizens.

**ACTION:** Place on June 15, 2015 Consent Agenda

**b. Resolution for Supplemental Bond Order Amendments**

Mr. McKie was present and provided additional information regarding the Resolution which amends Sections 1.01, 1.02, 1.03, 1.04, 1.05 and 1.06 of the Bond Order adopted by the Clayton Town Council on June 17, 2008.

**ACTION:** Adoption of Resolution

**Motion:** Mayor Pro Tem Grannis  
**Second:** Council Member Holder  
**Vote:** Unanimous

**c. Resolution Providing for Issuance of Electric System Revenue Bond**

Mr. McKie was present and provided additional information regarding the Resolution which authorized the issuance of electrical system revenue bonds to provide funds to construct improvements to the electric system; provide for the issuance of additional revenue bonds; issuance of revenue bond anticipation notes in providing for the creation of certain special funds; pledging to the payment of the principal of and interest on the revenue bonds and notes certain revenues of the electric system; setting forth the rights and remedies of holders; and setting forth the details of certain related matters.

**ACTION:** Adoption of Resolution

**Motion:** Council Member Lawter  
**Second:** Council Member Thompson  
**Vote:** Unanimous

**d. Voluntary Annexation – 14-100-01-ANX – East Village Office**

Mr. DeYoung presented information and map with reference to the application for Voluntary Annexation 14-100-01-ANX, known as East

Village Office located the northeast corner of Front Street and Highway 42. 0.09 acres to be annexed.

**ACTION:** Set Public Hearing for June 15, 2015

- e. Direct Clerk to Investigate Sufficiency of Petition for Annexation – 15-08-06-ANX RWAC – Ravens Ridge – 8C2 - 8.20 +/- acres.

**ACTION:** Place on June 15, 2015 Consent Agenda

#### **8. STAFF REPORTS**

- a. Town Manager
- b. Town Attorney
- c. Town Clerk
- d. Other Staff

Mr. DeYoung stated a copy of the State of the Town was provided to Town Council for review.

#### **9. OTHER BUSINESS**

- a. Informal Discussion & Public Comment

Mr. David Christian Edge of 313 Charleston Drive. Mr. Edge provided a poster size collage of photos taken of roads at Riverwood Athletic Club, which he shared with members of the audience. Mr. Edge provided a very detailed and informative report about paving and road issues at Riverwood for the past ten years. He asked the Council to make the developer, Fred Smith follow through and complete repairs. He spoke about agreements previously entered into several years ago to accommodate the developer when there economic hardships. Mr. Edge provided many recent articles about recent purchases by Mr. Smith, including three golf courses among many other ventures, yet the developer still continues to side step his obligations. Mr. Edge also provided examples of economic hardships on families within Riverwood to include a family that had to sell their home at a 14% loss; the road in front of this house is in disrepair. He spoke of vehicles damaged and children injured because of unpaved roads. He shared a story of another resident who could not get their home refinanced because it appraised at a value of 6% below the homes previous value. It should be noted the road in front of this house is in disrepair.

Mr. Edge and his wife went door to door and gathered a total of 224 signatures on a petition to ensure that all final surface paving be completed by August 30, 2015. While going from door to door he took time to listen to his neighbors and heard many stories including one neighbor who stated his house had been on the market for 3 years and the number one reason he heard from potential buyers was the road

condition. Mr. Edge provided copies of photographs of unpaved roads to Council members.

Mr. Biggs thanked Mr. Edge for his time. He provided a brief background of the agreement was entered into with Mr. Smith. This agreement was a long term schedule to complete the infrastructure that was his responsibility to complete. Where the process did break down is that the problem has not been addressed as vigorously as it could have been. Mr. Biggs stated that as of today, this schedule has not been violated. Mr. Biggs also stated that Charleston area is scheduled to be complete this year. He also stated the reason the paving has not yet been completed is due to the Town's Inspector and Engineer asserted there is a significant amount of repair that needs to be done prior to the paving and until we can come to terms the town will not allow the paving to be completed because if we did it would be a short term repair or band aid.

Mr. Edge stated he appreciated the Town looking out for the quality of the paving. Mr. Edge did address the issue of the schedule with regard to an email received from Mr. Biggs in July of 2013. This email stated that paving on Charleston would be completed in 2014. Mr. Biggs stated they were some adjustments to the schedule and every time an adjustment took place it pushed back the timeline. Mr. Biggs stated he understood the frustration.

Mr. Edge once again encouraged the Town Council to take all actions necessary to get the developer to complete the paving. Mr. Edge stated we should not be here in 5 years and rehashing the same issues.

Mayor McLeod asked if there were any other comments, hearing none, Mayor asked if there were comments from Council.

Council Member Lawter stated he agreed with everything that Mr. Edge stated and would like to see a date set for repairs and paving. He does not want to hear any more excuses. He stated it needs to be identified as to how and when these issues will be addressed.

Council Member Holder stated he agreed that this has gone on long enough and we need to draw the line the sand and get the work completed.

Mayor Pro Tem Grannis also stated he was in agreement and further stated that while we agreed to help the developer a few years ago, since that time the developers' financial position has changed and he sees no reason why the needed paving is not complete. He does not believe we should have a pessimistic schedule. He stated he feels it's time to get this done and move on.

**Mayor stated there is a need for some direct communication and work schedule between this date and December 2015 and this needs to be completed PDQ.**

**b. Council Comments**

**10. ADJOURNMENT**

**With there being nothing further the meeting was adjourned 7:55 p.m.**

<b>Motion:</b>	<b>Council Member Holder</b>
<b>Second:</b>	<b>Council Member Lawter</b>
<b>Vote:</b>	<b>Unanimous</b>



**TOWN OF CLAYTON  
TOWN COUNCIL  
AGENDA COVER SHEET**

**Agenda Item: 3c Meeting Date: June 15, 2015**

**TITLE: Land and Water Conservation Resolution**

**DESCRIPTION: This resolution was requested by Mr. Larry Bailey, Parks and Recreation Direction. Resolution acknowledges the need to preserve, develop and ensure access to outdoor recreation facilities for the purpose of strengthening the health of Town of Clayton citizens.**

**RELATED GOAL:**

**ITEM SUMMARY:**

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
6-1-15	Presentation	Resolution
6-15-15	Consent	Resolution

**A RESOLUTION TO MAINTAIN AND SUPPORT THE REAUTHORIZATION OF THE LAND  
AND WATER CONSERVATION FUND (LWCF) EQUITABLE TREATMENT OF THE STATE ASSISTANCE  
PROGRAM**

**WHEREAS**, in 1964, the Land and Water Conservation Fund (LWCF) was enacted to help preserve, develop and ensure access to outdoor recreation facilities for the purpose of strengthening the health of U.S. citizens; and

**WHEREAS**, over the past 50 years the Land and Water Conservation Fund Act has established one of the most successful federal/state and local partnerships in history, which stimulated hundreds of millions of dollars from private, local and state sources matching dollar-for-dollar federal funds for outdoor recreation projects; and

**WHEREAS**, the State of North Carolina and its local governments have experienced the LWCF State Assistance Program's success with \$80 million in LWCF assistance to develop more than 890 state and local projects covering 97 counties in the state; and

**WHEREAS**, the Town of Clayton has experienced the LWCF State Assistance Program's success, first-hand, with \$10,000 in federal funding leveraged dollar-for-dollar with local projects such as the construction of Legend Park in 1983; and

**WHEREAS**, lands used for LWCF State Assistance projects must remain in recreational use in perpetuity, thereby protecting outdoor recreation opportunities for future generations of the citizens of the Town of Clayton; and

**WHEREAS**, the LWCF is budget neutral, having been authorized with a dedicated funding source of Outer Continental Shelf (OCS) offshore oil and gas leasing revenues and in 2013, OCS revenues totaled over \$9 billion; and

**WHEREAS**, when the LWCF Act was passed by Congress its primary purpose was to provide outdoor recreation for Americans in close to home locations, guaranteeing that sixty percent (60%) of the Act's funds were to be dedicated to the states and territories; and

**WHEREAS**, the LWCF Act was later amended to eliminate the sixty percent (60%) guarantee for the state's LWCF shares, though, with guarantees of not less than forty percent (40%) of annual appropriations for federal LWCF project purposes; and

**WHEREAS**, since 1988, only twelve percent (12%) of the total appropriated LWCF dollars have gone to the State Assistance Program; and

**WHEREAS**, the Land and Water Conservation Fund Act will expire in September, 2015, and assessments by the National Park Service show significant unmet needs for outdoor recreation in state, local and urban areas, including over \$1 billion in unmet needs in North Carolina; and

**WHEREAS**, the Town of Clayton strongly supports reauthorizing LWCF State Assistance funding to enable planning, acquisition, development and rehabilitation of outdoor recreation facilities and opportunities at the state, local and urban level; and

**NOW, THEREFORE, BE IT RESOLVED**, the Town of Clayton supports the reauthorization of the Land and Water Conservation Fund including full, permanent funding with fair and equitable treatment for the State Assistance Program of no less than a minimum of forty percent (40%) guaranteed funding for the Stateside Assistance Account.

Duly adopted this 15th day of June, 2015 while in regular session.

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Jody L. McLeod  
Mayor

ATTEST:

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Kimberly A. Moffett, CMC  
Town Clerk

**ANNEXATION PETITION 15-08-06 ANX  
RIVERWOOD ATHLETIC CLUB – RAVENS RIDGE 8C-2  
Non-Contiguous 8.20 +/- Acres**

**CERTIFICATE OF SUFFICIENCY**

**To the Town Council of the Town of Clayton, North Carolina:**

**I, Kimberly A. Moffett, Town Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with G.S. 160A-58.1.**

**In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Clayton, this 15<sup>th</sup> day of June, 2015.**

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**Kimberly A. Moffett, CMC  
Town Clerk**



# TOWN OF CLAYTON OPERATIONS CENTER

"SERVICE"

ELECTRIC SERVICE  
(919) 553-1530

VEHICLE MAINTENANCE  
(919) 553-1530



"ENVIRONMENT"

PUBLIC WORKS  
(919) 553-1530

WATER RECLAMATION  
(919) 553-1535

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## MEMORANDUM

To: Kimberly Moffett, Town Clerk

From: Chris Rowland, Construction Project Administrator 

Date: May 26, 2015

Cc: Dave DeYoung, Planning Director  
Danny Blackburn, Blackburn Engineering

Subject: Stone Ridge Subdivision, Phase 2

Please place a warranty acceptance request for the subject public water, sewer, associated storm drainage utilities, and all pertinent easements on the next available agenda. Record drawings have been reviewed and accepted. Following acceptance, the utilities will be subject to a one-year warranty period. Following expiration of said warranty, a final inspection will be done and all deficient items corrected by the developer prior to final acceptance.

# TOWN OF CLAYTON OPERATIONS CENTER

"SERVICE"

ELECTRIC SERVICE  
(919) 553-1530

VEHICLE MAINTENANCE  
(919) 553-1530



"ENVIRONMENT"

PUBLIC WORKS  
(919) 553-1530

WATER RECLAMATION  
(919) 553-1535

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## MEMORANDUM

To: Kimberly Moffett, Town Clerk

From: Chris Rowland, Construction Project Administrator 

Copy: Donnie Adams, DC Adams Engineering  
David DeYoung, Planning Director

Date: May 26, 2015

Subject: RWAC, Ravens Ridge 8A

Please place a warranty acceptance request for the subject public water, sewer, associated storm drainage utilities, and all pertinent easements on the next available agenda. Record drawings have been reviewed and accepted. Following acceptance, the utilities will be subject to a one-year warranty period. Following expiration of the warranty, a final inspection will be done and all deficient items corrected by the developer prior to final acceptance.



**ANNEXATION PETITION 14-100-01-ANX  
East Village Investments LLC  
Portion of Parcel 05H03008L  
Owner: East Village Investments LLC  
Contiguous; 0.09 acres**

**TOWN OF CLAYTON  
RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION  
OF ANNEXATION PURSUANT TO G. S.160A-31**

**WHEREAS**, a petition requesting annexation of the contiguous area described herein has been received; and

**WHEREAS**, the Town Council has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

**WHEREAS**, certification by the Town Clerk as to the sufficiency of the petition has been made;

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Council of the Town of Clayton, North Carolina that:

**Section 1.** A public hearing on the question of annexation of the contiguous area described herein will be held at Town Hall at 6:30 PM on Monday, July 20, 2015.

**Section 2.** The area proposed for annexation is described as the following: Lying and being in Clayton Township, Johnston County, North Carolina and being more particularly described as follows:

Beginning at an existing iron rebar located on the northern right-of-way line of NC Highway 42 E and also being the southwestern property corner of lands now or formerly owned by Greenway Walden Homeowners Association as shown on Plat Book 17, Page 105, Johnston County Registry; thence along and with said northern right-of-way S 71°55'26" W a distance of 38.27 feet to an existing iron pipe; thence as said highway transitions into the northern right-of-way line of Front Street N 81°16'28" W a distance of 53.00 feet to a point; thence leaving said right-of-way N 43°28'55" E a distance of 106.40 feet to a point on said western property line; thence along and with said western property line S 11°58'01" E a distance of 75.00 feet to the point of beginning, containing 0.0859 acres.

**Section 3.** Notice of the public hearing shall be published once in the Clayton News-Star, a newspaper having general circulation in the Town of Clayton, at least ten days prior to the date of the public hearing.

Duly adopted this 15th day of June 2015 while in regular session.

**ATTEST:**

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**Jody L. McLeod,  
Mayor**

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**Kimberly A. Moffett, CMC  
Town Clerk**





**TOWN OF CLAYTON  
RESOLUTION AUTHORIZING THE JOHNSTON COUNTY REVENUE ADMINISTRATOR  
TO LEVY AND COLLECT PROPERTY TAXES FOR THE  
TOWN OF CLAYTON**

**BE IT RESOLVED** by the Town Council of the Town of Clayton, North Carolina, as follows:

The Wake County Revenue Administrator is hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the Office of the Wake County Revenue Administrator in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the Town of Clayton, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with the law.

Duly adopted this 15th day of June 2015, while in regular session.

\_\_\_\_\_  
Jody L. McLeod  
Mayor

ATTEST:

\_\_\_\_\_  
Kimberly A. Moffett, CMC  
Town Clerk

**TOWN OF CLAYTON  
RESOLUTION AUTHORIZING THE WAKE COUNTY REVENUE ADMINISTRATOR TO  
LEVY AND COLLECT PROPERTY TAXES FOR THE  
TOWN OF CLAYTON**

**BE IT RESOLVED** by the Town Council of the Town of Clayton, North Carolina, as follows:

The Wake County Revenue Administrator is hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the Office of the Wake County Revenue Administrator in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the Town of Clayton, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with the law.

Duly adopted this 15th day of June 2015, while in regular session.

\_\_\_\_\_  
Jody L. McLeod  
Mayor

ATTEST:

\_\_\_\_\_  
Kimberly A. Moffett, CMC  
Town Clerk

**TOWN OF CLAYTON  
TOWN COUNCIL  
AGENDA COVER SHEET**

**Agenda Item:** 5a

**Meeting Date:** June 15, 2015

**TITLE:** Christmas Village & Tree Lighting

**DESCRIPTION:** Planning Director Dave DeYoung will provide details on the Christmas Village & Tree Lighting scheduled for December 3, 2015.

**RELATED GOAL:**

**ITEM SUMMARY:**

**Date:**

**Action:**

**Info. Provided:**

6-15-15

Place on July 20, 2015  
Consent Agenda

Special Events Report



**Town of Clayton**  
**Planning Department**  
 111 E. Second Street, Clayton, NC 27520  
 P.O. Box 879, Clayton, NC 27528  
 Phone: 919-553-5002  
 Fax: 919-553-1720

**SPECIAL EVENT ACTION ITEM REPORT**

**Planning Staff Contact: Stephanie Ross: 919-280-1278**

**EVENT INFORMATION:**

**Event Name:** Christmas Village & Tree Lighting    **File Number:** 2015-12  
**Event Description:** Christmas tree lighting, live nativity, doggie costume contest, music ect.  


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**Event Date(s):** 12-3-2015    **Event Time(s):** 5:00 – 8:00 PM  
**Event Location:** Main Street/Horne Square/Town Square  
**Event Coordinator:** Stephanie Ross / Diane Bean    **Contact Number:** 919-280-1278  
**Contact Email:** [info@downtownclayton.org](mailto:info@downtownclayton.org)  
**Attendees (Per Day):** 5000+

**TOWN SERVICES REQUESTED:**

Department / Division	Requested Services	Date/Time	Primary Contact	Contact Phone #
Public Works	8 Roll-out Trash / 8 Recycle Carts	Deliver: 4 each at Horne Sq & Town Square on 12/3/15. Pick-up: 12/4/15	Steve Blasko	359-1287
Public Works	Street closure barricades & cones as usual plan	Deliver: 12/3/15 & Pick-up: 12/4/15	Steve Blasko	359-1287
Police Dept.	Close streets per IAP	12/3/15: Close streets at 5:00 pm; Open as described below	Lt. Kenneth Lunger	550-0826
Public Works	Confirm Christmas Tree Light switch with DDC & Volunteer	Arrange time day of event	Steve Blasko	359-1287
Town Council	Authorize Road & Parking Lot Closures Thursday, 12/3/2015: <ul style="list-style-type: none"> <li>• Close Town Square &amp; Horne Square Parking Lots               <ul style="list-style-type: none"> <li>• 6:00 am to 9:00 pm</li> </ul> </li> <li>• Close Main Street from Smith to Lombard               <ul style="list-style-type: none"> <li>• 5:00 pm to 8:00 pm</li> </ul> </li> </ul>	June 15, 2015 6:30 pm		

	<ul style="list-style-type: none"> <li>• Close Main Street from Lombard to O'Neil <ul style="list-style-type: none"> <li>• 5:00 pm to 8:30 pm</li> </ul> </li> </ul> <p>Authorize closure of the following side streets from **5:00 pm to 8:00 pm</p> <ul style="list-style-type: none"> <li>• S. Lombard Street from Main to Second Street</li> <li>• N. Lombard Street</li> <li>• Barbour Street from Main to Second Street</li> <li>• S. Church Street from Main to Second Street</li> <li>• <b>N. Church Street</b> from First to Main Street</li> <li>• N. Fayetteville Street from First to Main Street</li> <li>• **S. Fayetteville Street from Main to Second – <b>5:00 pm to 8:30 pm</b></li> </ul>			
NCDOT	Authorize Closure of Main Street from 5:00 pm – 8:30 pm	Approval request to be sent 7/7/15	Kimberly Moffett	553-5002 x5004

**STAFF USE:**

SEC Approval	<input checked="" type="checkbox"/> Approved	Date: 5/28/15	<input type="checkbox"/> No Council Action needed
	<input type="checkbox"/> Denied		
Council Action	Presentation	Date: 6/15/15	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
	Consent Agenda	Date: 7/6/15	Date:
Pending Actions	<input checked="" type="checkbox"/> DOT Road Closure Approval	<input type="checkbox"/> Issue Permit	Date:
	<input type="checkbox"/> ABC Permit Submittal		
	<input type="checkbox"/> Other		

(SEC – Special Event Committee)

**TOWN OF CLAYTON  
TOWN COUNCIL  
AGENDA COVER SHEET**

**Agenda Item:** 5b

**Meeting Date:** June 15, 2015

**TITLE:** July 4<sup>th</sup> Celebration

**DESCRIPTION:** Planning Director Dave DeYoung will provide details on the July 4<sup>th</sup> Celebration scheduled for July 4, 2015.

**RELATED GOAL:**

**ITEM SUMMARY:**

**Date:**

**Action:**

**Info. Provided:**

6-15-15

Presentation Only

Special Events Report



Town of Clayton  
 Planning Department  
 111 E. Second Street, Clayton, NC 27520  
 P.O. Box 879, Clayton, NC 27528  
 Phone: 919-553-5002  
 Fax: 919-553-1720

## SPECIAL EVENT ACTION ITEM REPORT

**Planning Staff Contact: Bruce Naegelen: 919-280-1278**

**EVENT INFORMATION:**

**Event Name:** July 4<sup>th</sup> Celebration **File Number:** 2015-13  
**Event Description:** Family oriented event offering games and activities including corn hole tournament, basketball, food vendors, inflatables, music and fireworks.  
**Event Date(s):** July 4<sup>th</sup> **Event Time(s):** 4 pm to 10 pm  
**Event Location:** Municipal Park 340 McCullers Street  
**Event Coordinator:** Matt Lorion **Contact Number:** 919-553-1554  
**Contact Email:** [mlorion@townofclaytonnc.org](mailto:mlorion@townofclaytonnc.org)  
**Attendees (Per Day):** 8,000

**TOWN SERVICES REQUESTED:**

Department / Division	Requested Services	Date/Time	Primary Contact	Contact Phone #
Parks & Recreation	Barriers & cones to block streets	7/4/15	Matt Lorian	359-9377
Parks & Recreation	Trash & Recycle Carts	7/4/15	Matt Lorian	359-9377
Police Dept	Block road / Traffic Control	7/4/15	Lt Ken Lunger	550-0826
Town Council	Information Only	6/15/15		

**STAFF USE:**

SEC Approval	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	Date: 5/28/15	<input checked="" type="checkbox"/> No Council Action needed
<b>Council Action</b>	Presentation <i>Info Only</i> Date: 6/15/15 Consent Agenda      Date: n/a		<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date:
Pending Actions	<input type="checkbox"/> DOT Road Closure Approval <input type="checkbox"/> ABC Permit Submittal <input type="checkbox"/> Other		<input checked="" type="checkbox"/> Issue Permit    Date: 5/28/15

(SEC – Special Event Committee)

## Town of Clayton Amendment to the FY 14-15 Budget

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF CLAYTON  
that the following amendments shall be made to the FY 14-15 Budget:

**Fund: General Fund**

Line Item	Previous Appropriation	Adjustment	Revised Appropriation
<b>Expenditures</b>			
100-59 23	Transfer to Capital Project Fund \$0	+100,000	\$100,000
100-42-17-54 02	Building Reuse & Renovation \$0	+47,196	\$47,196
100-50-00-55 06	Drug Seizure Funds – State \$5,971	+6,081	\$12,052
100-55-52-52 37	Maintenance & Repair – Buildings \$138,158	+60,000	\$198,158
100-60-95-58 50	Capital Outlay \$1,248,525	+601,215	\$1,849,740
100-68-02-45 60	Donations-Library \$0	+703	\$703
<b>Revenues</b>			
100-42-17-45 71	NC Rural Center Grant \$0	+47,196	\$47,196
100-50-00-42 51	Drug Seizure Revenues – State \$0	+6,081	\$6,081
100-40-00-48 99	Fund Balance Appropriated \$1,510,703	+761,215	\$2,271,918
100-68-02-52 85	Departmental Supplies \$8,132	+300	\$8,432
100-68-02-54 25	Book Purchases \$30,024	+403	\$30,427

Amendment necessary to budget the revenues and related expenditures for the following items, which is required for compliance with G.S. 159-15:

1. DuPont Property Purchase – \$601,215 Fund Balance Appropriation
2. Transfer to CAMPO LAPP Project Fund – \$100,000 Local (PED & Sam’s Branch)
3. Town Hall Remodel – \$60,000 Fund Balance Appropriation
4. EDIG Final Pass Through – \$47,196 to Carolina CPL Holdings (Dunkin Donuts)
5. Unauthorized Substance Tax Distributions – \$6,081 2015 Receipts from State
6. Library Donations – \$703 Designated for Books and Supplies

Duly adopted this \_\_\_\_ day of \_\_\_\_\_, 2015 while in regular session.

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Jody L. McLeod  
Mayor

Attest:

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Kimberly A. Moffett  
Town Clerk

## Town of Clayton Amendment to the FY 14-15 Budget

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF CLAYTON  
that the following amendments shall be made to the FY 14-15 Budget:

**Fund: Water & Sewer Fund**

Line Item	Previous Appropriation	Adjustment	Revised Appropriation
Expenditures			
300-56-95-58 30	Water Line Improvements \$0	+52,000	\$52,000
300-56-95-58 31	Sewer Line Improvements \$0	+98,000	\$98,000
Revenues			
300-56-00-49 05	Water Capacity Fees \$0	+52,000	\$52,000
300-56-00-49 06	Sewer Capacity Fees \$0	+98,000	\$98,000

Amendment necessary to budget the revenues and related expenditures for the following items, which is required for compliance with G.S. 159-15:

1. AMR Water Service Replacements – \$52,000
2. Cobblestone Pump Station Removal – \$37,200
3. Manhole Rehab Project – \$60,800

Duly adopted this \_\_\_\_ day of \_\_\_\_\_, 2015 while in regular session.

\_\_\_\_\_  
Jody L. McLeod  
Mayor

Attest:

\_\_\_\_\_  
Kimberly A. Moffett  
Town Clerk

**Town of Clayton**  
**Amendment to the Capital Project Budget Ordinance**

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF CLAYTON  
that the following amendments shall be made to the project ordinance:

**Fund: Raleigh Clayton Sewer Project**

Line Item	Previous Appropriation	Adjustment	Revised Appropriation
Expenditures			
631-58 02	Easement Acquisition \$250,000	+10,000	\$260,000
631-58 99	Contingency \$500,000	-10,000	\$490,000

Amendment to the capital project budget ordinance to realign budgeted funds to cover a higher than budgeted appropriation for easement acquisitions. This amendment is required for compliance with G.S. 159-13.2.

Duly adopted this \_\_\_\_ day of \_\_\_\_\_, 2015 while in regular session.

\_\_\_\_\_  
Jody L. McLeod  
Mayor

Attest:

\_\_\_\_\_  
Kimberly A. Moffett  
Town Clerk

**TOWN OF CLAYTON  
TOWN COUNCIL  
AGENDA COVER SHEET**

**Agenda Item: 9a**

**Meeting Date: June 15, 2015**

**TITLE: Adoption of the Fiscal Year 2015-2016 Town of Clayton Budget  
(NC GS 159-12(b))**

**DESCRIPTION: Budget Ordinance for Fiscal Year 2015-2016.**

**RELATED GOAL:**

**ITEM SUMMARY:**

<u><b>Date:</b></u>	<u><b>Action:</b></u>	<u><b>Info. Provided:</b></u>
<b>6-1-15</b>	<b>Public Hearing</b>	<b>Proposed FY 15-16 Budget</b>
<b>6-15-15</b>	<b>Approval</b>	<b>Budget Ordinance</b>

**Town of Clayton  
Fiscal Year 2015 - 2016  
Budget Ordinance**

**BE IT HEREBY ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF CLAYTON, NORTH CAROLINA** that the following shall be the Fiscal Year 2015 - 2016 Budget:

**Section 1: The following amounts are hereby appropriated in the General Fund for the operation of the town government and its activities for the fiscal year beginning July 1, 2015 and ending June 30, 2016 in accordance with the chart of accounts heretofore established for this town:**

<b>General Government</b>	<b>\$1,698,672</b>
<b>Financial Services</b>	<b>1,137,985</b>
<b>Community Development Services</b>	<b>900,898</b>
<b>Law Enforcement</b>	<b>4,166,029</b>
<b>Fire Protection</b>	<b>2,801,936</b>
<b>Public Works</b>	<b>6,312,879</b>
<b>Parks &amp; Recreation Services</b>	<b>1,422,226</b>
<b>Cultural &amp; Performing Arts</b>	<b>596,576</b>
<b>Library Operations</b>	<b>541,350</b>
<b>Debt Service</b>	<b>1,798,026</b>
	<hr/>
<b>Total =</b>	<b>\$21,376,577</b>

**Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016:**

**REVENUES PENDING**

<b>Ad Valorem Taxes</b>	<b>\$9,763,159</b>
<b>State Shared Revenues</b>	<b>4,410,060</b>
<b>Intergovernmental</b>	<b>2,012,385</b>
<b>Permits &amp; Fees</b>	<b>803,630</b>
<b>Sales &amp; Services</b>	<b>1,788,570</b>
<b>Grants &amp; Donations</b>	<b>858,204</b>
<b>Other Financing Sources</b>	<b>207,693</b>
<b>Miscellaneous</b>	<b>297,810</b>
<b>Fund Balance/Cap. Reserve</b>	<b>1,235,066</b>
	<hr/>
<b>Total =</b>	<b>\$21,376,577</b>

**Section 3. The following amounts were hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utilities for the fiscal year beginning July 1, 2015 and ending June 30, 2016 in accordance with the chart of accounts heretofore approved for the Town:**

<b>Non-Departmental</b>	<b>\$ 33,270</b>
<b>Operations</b>	<b>2,861,758</b>
<b>Preventive Maintenance</b>	<b>916,068</b>
<b>Wastewater Treatment Plant</b>	<b>2,452,510</b>
<b>Debt Service</b>	<b>1,255,331</b>
<b>Capital Outlay</b>	<b>1,138,976</b>
<b>Inter-Departmental</b>	<b>1,438,636</b>
	<hr/>
<b>Total =</b>	<b>\$10,096,549</b>

**Section 4. It is estimated that the following revenues will be available in the Water/Sewer Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016:**

**REVENUES PENDING**

<b>Permits &amp; Fees</b>	<b>\$ 822,425</b>
<b>Sales &amp; Services</b>	<b>8,275,737</b>
<b>Grants &amp; Donations</b>	<b>0</b>
<b>Other Financing Sources</b>	<b>365,000</b>
<b>Miscellaneous</b>	<b>12,535</b>
<b>Fund Balance/Cap. Reserve</b>	<b>620,852</b>
	<hr/>
<b>Total =</b>	<b>\$10,096,549</b>

**Section 5. The following amounts are hereby appropriated in the Electric Fund for the operation of the electric utility for the fiscal year beginning July 1, 2015 and ending June 30, 2016 in accordance with the chart of accounts heretofore approved for the Town:**

<b>Non-departmental</b>	<b>\$ 5,500</b>
<b>Administration</b>	<b>321,030</b>
<b>Operations</b>	<b>11,222,724</b>
<b>Debt Service</b>	<b>331,251</b>
<b>Capital Outlay</b>	<b>775,166</b>
<b>Inter-departmental</b>	<b>865,399</b>
	<hr/>
<b>Total =</b>	<b>\$13,521,070</b>

**Section 6. It is estimated that the following revenues will be available in the Electric Fund for the fiscal year beginning July 1, 2015 and ending June 30, 2016:**

**REVENUES PENDING**

<b>Permits &amp; Fees</b>	<b>\$ 312,600</b>
<b>Sales &amp; Services</b>	<b>12,213,000</b>
<b>Grants &amp; Donations</b>	<b>0</b>
<b>Other Financing Sources</b>	<b>967,000</b>
<b>Miscellaneous</b>	<b>28,470</b>
<b>Fund Balance/Cap. Reserve</b>	<b>0</b>
	<hr/>
<b>Total =</b>	<b>\$13,521,070</b>

**Section 7. There is hereby levied a tax at the rate of fifty-five cents (\$0.55) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2015 for the purpose of raising the revenue listed as “Ad Valorem Taxes” in the General Fund in Section 2 of this ordinance. This rate is based on estimated real property valuation for the purposes of taxation of \$1,608,131,716 and an estimated rate of collection of 99.7%. The estimated rate of collection is based on the fiscal year 2013-2014 collection rate of 99.7%. The estimated vehicle property valuation for the purpose of taxation is \$155,856,630.**

**Section 8. The Budget Officer is hereby authorized to transfer appropriations with the exception of amounts in line item for Council Contingency as contained herein under the following conditions:**

- a. The Budget Officer may transfer amounts between line item expenditures within a department without limitation and without a report being required. These changes should not result in increases in recurring obligations such as salaries.**
- b. The Budget Officer may transfer amounts up to \$1,000 between departments, including contingency appropriations, within the same fund. He must make an official report on such transfers at the next regular meeting of the Town Council.**
- c. The Budget Officer may not transfer any amounts between funds except as approved by the Town Council in the Budget Ordinance, as amended.**
- d. No expenditure or transfer shall be made from line item for Council Contingency without express, prior approval by the Town Council.**

**Copies of this Budget Ordinance shall be furnished to the Clerk, the Council, the Budget Officer, and Finance Officer to be kept on file by them for their direction in the disbursement of funds.**

**Duly adopted this 15th day of June 2015 while in regular session.**

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**Jody L. McLeod  
Mayor**

**Attest:**

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**Kimberly Moffett, CMC  
Town Clerk**

**Town of Clayton  
Ordinance Establishing Rates and Fees**

Be it hereby adopted by the Town Council for the Town of Clayton, North Carolina that the following fees are established as noted herein:

1. **Water Rates-** Water rates shall be revised to increase the commodity charge by \$0.15 per 1,000 of usage in the Base Tier for all categories except irrigation.
2. **Water Rates-** Water rates shall be revised to increase the commodity charge by \$0.05 per 1,000 of usage in the High Tier for all categories except irrigation.
3. **Water Rates-** Water rates shall be revised to increase the commodity charge by \$0.15 per 1,000 of usage in all Tiers for irrigation.
4. **Sewer Rates-** Sewer rates shall be revised to increase the commodity charge by \$0.30 per 1,000 of usage in the Base Tier for all categories.
5. **Sewer Rates-** Sewer rates shall be revised to increase the commodity charge by \$0.09 per 1,000 of usage in the High Tier for all categories.
6. **Solid Waste-** Collection and disposal fee set at \$17.57 per month.
7. **All other rates, fees, and charges for FY 15-16 shall remain as indicated in the Town of Clayton Comprehensive List of Fees and Charges for FY 14-15 unless the subject of other action.**

Duly adopted this 16th day of June 2015 while in regular session.

\_\_\_\_\_  
**Jody L. McLeod**  
Mayor

Attest:

\_\_\_\_\_  
**Kimberly Moffett, CMC**  
Town Clerk





Town of Clayton  
Planning Department  
111 E. Second Street, Clayton, NC 27520  
P.O. Box 879, Clayton, NC 27528  
Phone: 919-553-5002  
Fax: 919-553-1720

## PETITION FOR VOLUNTARY ANNEXATION

**VOLUNTARY ANNEXATION:** Upon receipt of a valid petition signed by all of the owners of real property in the area described therein, the Town may annex an area either contiguous or not contiguous to its primary corporate limits when the area meets the standards set out under North Carolina General Statutes 160A-31 and 160A-58.1.

Applications are due by 5pm on the first working day of each month.

### Request Information

<sup>Non</sup> Contiguous Annexation                       Non-Contiguous Annexation

The following items must accompany an annexation petition:

To be completed by the applicant:	Included?	
	Yes	No
1. Petition for Annexation with original signatures	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. A boundary plat of the area to be annexed meeting requirements of the Plat Checklist (included in this application packet).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Legal Description (metes and bounds)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### PROCESS:

**Review by Staff:** The Planning, Engineering and Public Works Departments review the annexation submission. Comments will be sent to the applicant.

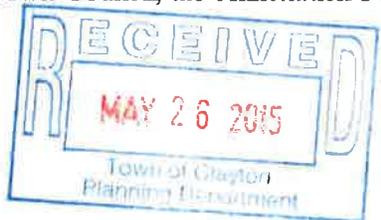
**Annexation Plat Submission:** After the map and legal description are deemed sufficient by the Town, the applicant is required to submit two (2) Mylar annexation plats to the Planning Department.

**Town Council Meeting:** The Town Council will pass a resolution directing the Town Clerk to investigate the annexation petition. The Town Clerk will present to the Town Council a Certificate of Sufficiency indicating that the annexation petition is complete. A resolution setting the date of the public hearing is then approved.

**Legal Advertisement:** A legal advertisement will be published no more than 25 days and no less than 10 days prior to the date of the public hearing.

**Public Hearing/Town Council Meeting:** The Town Council will either adopt or deny an ordinance to extend the corporate limits of the Town of Clayton.

**Recordation:** If the annexation is approved by the Town Council, the Annexation Plats shall be recorded at the appropriate county Register of Deeds.



*House Tract Raven's Ridge Rd*

Petition for Voluntary Annexation Application – Property Information  
COMPLETE IF A LIMITED LIABILITY COMPANY:

Submittal Date: 5-26-15

Petition No.: 15-08-06-ANY

To the Town Council of the Town of Clayton, North Carolina:

1. I/We the undersigned owner(s)\* of real property respectfully request that the area described in Paragraph 2 below be annexed to the Town of Clayton, North Carolina.

\*If the owner of real property is a corporation or religious entity, attach a copy of the articles of incorporation describing who is/are authorized to sign with the petition.

- 2. The area to be annexed is  contiguous,  non-contiguous to the Town of Clayton, North Carolina and the boundaries of such territory are as provided in the boundary plat attached hereto.
- 3. If contiguous, this annexation will include all intervening rights-of-way for streets, railroads, and other areas as stated in G.S. 160A-31(f), unless otherwise stated in the annexation amendment.
- 4. Attached is a statement of the schedule for full development of the property to be annexed, which includes the type, number, and estimated value of planned improvements, if applicable.

Total acreage to be annexed: 8.2 ACRES  
 Existing housing units: 0  
 Population of acreage to be annexed: 0  
 Existing Zoning District\*: R-8  
 Proposed Town Zoning District\*: R-8  
 Reason for petitioner to annex:  Receive Town Services  
 Other (please specify): PURSUANT TO PLAN APPROVAL

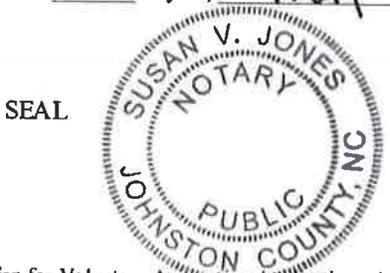
5. I/We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. I/We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

In witness whereof, FSC IV, LLC a limited liability company, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this 20th day of MAY, 2015.

Name of Limited Liability Company: FSC IV, LLC  
 By: [Signature]  
 Signature of Member/Manager

STATE OF NORTH CAROLINA  
COUNTY OF JOHNSTON

Sworn and subscribed before me, Susan V. Jones, a Notary Public for the above State and County, this 20th day of May, 2015.



[Signature]  
Notary Public

My Commission Expires: 03/14/20

**Voluntary Annexation Plat Checklist**

#	Required Plat Items
1.	Fully dimensioned by metes and bounds, and the location of intersecting boundary lines of the existing town limits, labeled and distinctly marked. Include full right-of-way if the area on both sides is or will be in the corporate limits.
2.	Any utility easements with metes and bounds.
3.	Accurate locations and descriptions of all monuments, markers and control points.
4.	Ultimate right-of-way widths on all streets.
5.	Entitle "ANNEXATION MAP FOR THE TOWN OF CLAYTON" OR "SATELLITE ANNEXATION MAP FOR THE TOWN OF CLAYTON," as appropriate.
6.	Name of property owner(s).
7.	Name, seal, and registration of Professionally Licensed Surveyor (PLS).
8.	Date of the survey and map preparation; a north arrow indicating whether the index is true magnetic North Carolina grid (NAD 83 of NAD 27) or deed; graphic scale; and declination.
9.	Names of the township, county, and state.
10.	A detailed vicinity map.
11.	Include address of property if assigned.
12.	Show all contiguous or non-contiguous town limits.
13.	<p>The following certification must be placed on the map near a border to allow the map to be sealed:</p> <p>Annexation # _____</p> <p>I, David DeYoung, AICP, Planning Director, Clayton, North Carolina certify this is a true and exact map of annexation adopted the _____ day of _____, _____, by the Town Council. I set my hand and seal to the Town of Clayton, _____.</p> <p>Day/Month/Year</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">David DeYoung AICP</p>
14.	Leave 2 inch by 2 inch space for the county Register of Deeds stamp on the plat. All final plats must be stamped and signed before they can be accepted by the Town.

Lying and being in Wilders Township, Johnston County, North Carolina and being more particularly described as follows:

Beginning at an existing iron pipe on the bank of the Neuse River, said iron pipe being a common property corner between Ravens Ridge Phase 8A, plat book 80 pages 394 and 395, and the now-or-formerly Mavis C. House property, deed book 705 page 629, and being the place and point of beginning;

Thence leaving the Neuse River with the southern Ravens Ridge 8A property line S85-02-08E 356.46 feet to a point;

Thence leaving the Ravens Ridge 8A property line S85-02-08E 405.94 feet to a point;

Thence S34-02-08E 323.95 feet to a point;

Thence S81-47-05W 40.83 feet to a point;

Thence S52-14-32W 80.12 feet to a point;

Thence N06-00-41W 40.88 feet to a point;

Thence S88-59-55W 46.72 feet to a point;

Thence S24-05-06W 51.06 feet to a point;

Thence S62-50-25W 43.51 feet to a point;

Thence N34-14-24W 49.91 feet to a point;

Thence N72-04-07W 33.13 feet to a point;

Thence S04-35-09E 93.32 feet to a point;

Thence S74-27-59W 64.57 feet to a point;

Thence S02-05-39E 39.07 feet to a point;

Thence N86-51-53W 157.36 feet to a point;

Thence N60-44-52W 114.98 feet to a point;

Thence S84-20-40W 91.31 feet to a point;

Thence N35-27-43W 36.47 feet to a point;

Thence N76-01-49W 42.54 feet to a point;

Thence S78-44-39W 58.58 feet to a point;

Thence S37-08-33W 53.70 feet to a point;

Thence S55-57-54W 45.62 feet to a point;

Thence S71-06-09W 39.42 feet to a point;

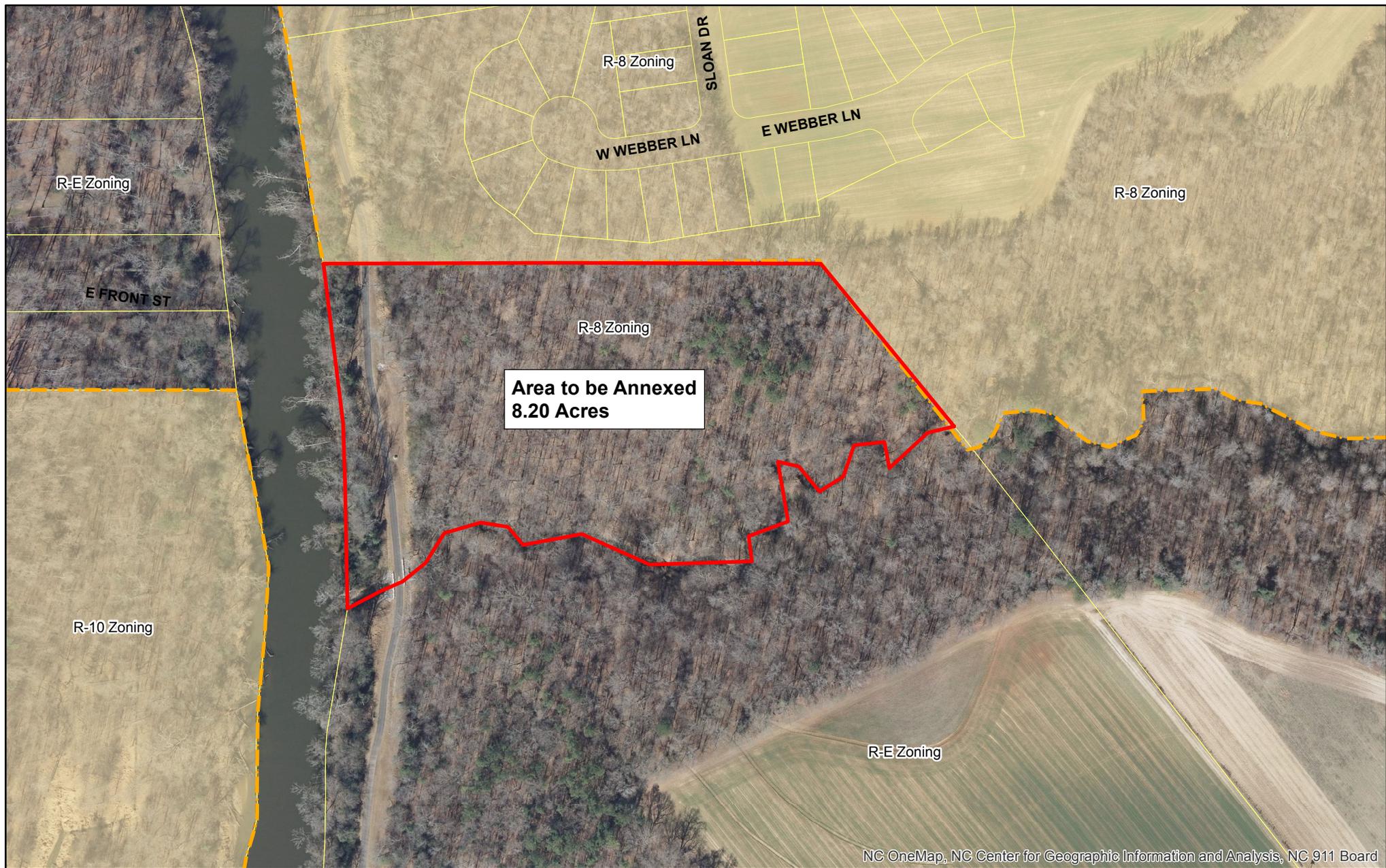
Thence S67-08-24W 55.35 feet to a point on the Neuse River;

Thence with the Neuse River N03-54-53E 188.56 feet to a point;

Thence N03-13-38E 95.87 feet to a point;

Thence N02-08-13W 112.48 feet to a point;

Thence N00-24-57W 135.91 feet to the place and point of beginning and containing 8.20 acres more or less.



NC OneMap, NC Center for Geographic Information and Analysis, NC 911 Board

**Legend**

-  Clayton Town Limits
-  Parcels
-  Area to be Annexed

Produced by: TOC Planning  
April 20, 2015

### Annexation Map

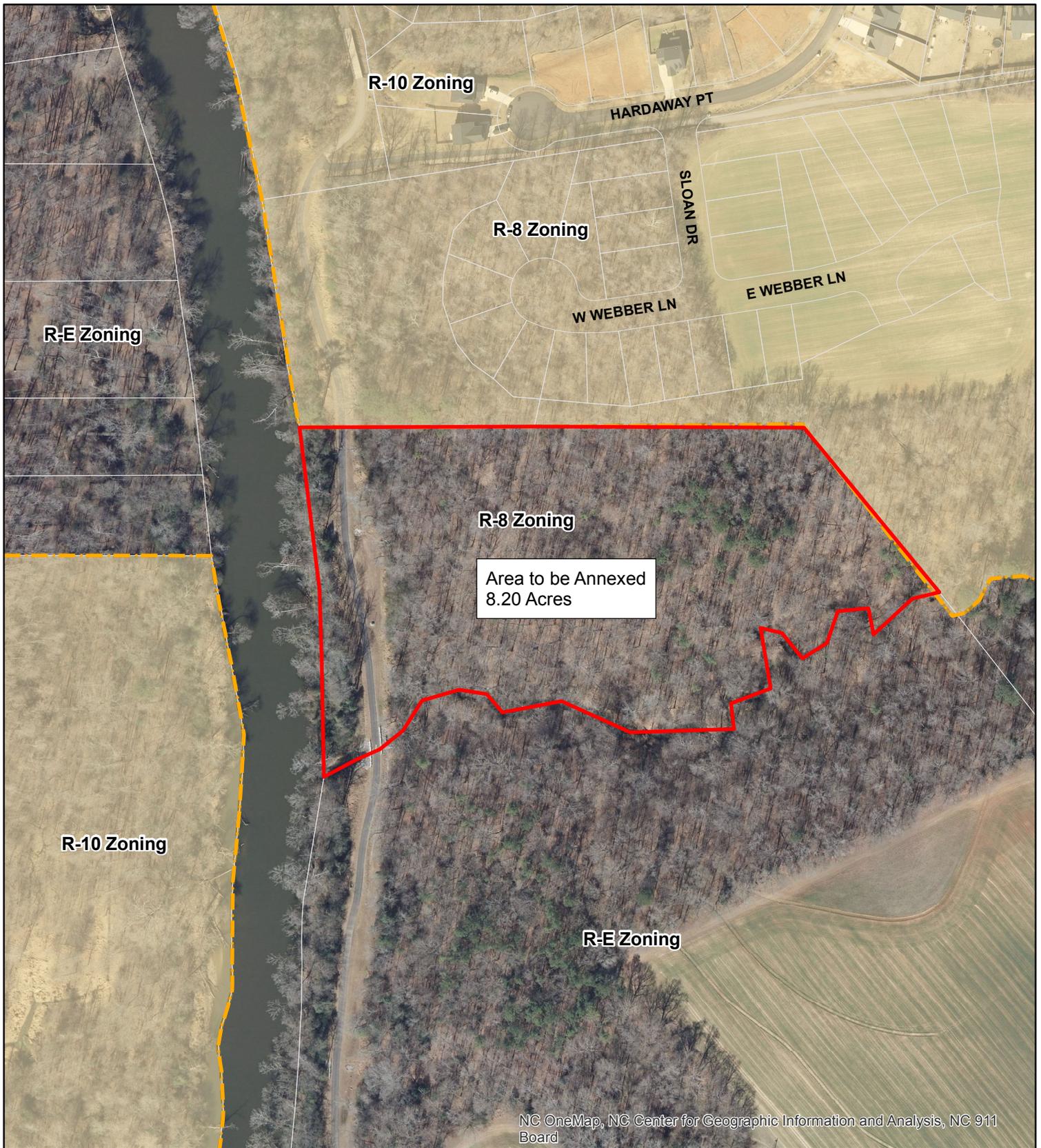
Applicant(s): East Village Investments LLC  
 Property Owner(s): East Village Investments LLC  
 Parcel Number(s) Portion of 05H03008L  
 File Number(s): 14-100-01-Anx



1 inch = 200 feet



**Town of Pigeon Forge**  
 The Town of Pigeon Forge assumes no legal responsibility for the information represented here.



**Legend**

-  Clayton Town Limits
-  Area to be Annexed
-  Parcels

**Annexation Map**

Applicant(s): FSC IV LLC  
 Property Owner(s): FSC IV LLC  
 Parcel Number(s) 16I03028G  
 File Number(s): 15-08-06 ANX RWAC Raven's Ridge  
 8C-2 House Tract



1 inch = 200 feet



**ANNEXATION PETITION 15-08-06-ANX  
RWAC-Raven's Ridge 8C-2  
Parcel 16I03028G  
Owner: FSC IV, LLC  
Non-Contiguous; 8.20 acres**

**TOWN OF CLAYTON  
RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION  
OF ANNEXATION PURSUANT TO G. S.160A-58.2**

**WHEREAS**, a petition requesting annexation of the non-contiguous area described herein has been received; and

**WHEREAS**, the Town Council has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

**WHEREAS**, certification by the Town Clerk as to the sufficiency of the petition has been made;

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Council of the Town of Clayton, North Carolina that:

Section 1. A public hearing on the question of annexation of the non-contiguous area described herein will be held at Town Hall at 6:30 PM on Monday, July 20, 2015.

Section 2. The area proposed for annexation is described as the following:  
Legal Description for FSC IV, LLC Property: Lying and being in Wilders Township, Johnston County, North Carolina and being more particularly described as follows:

Beginning at an existing iron pipe on the bank of the Neuse River, said iron pipe being a common property corner between Ravens Ridge Phase 8A, plat book 80 pages 394 and 395, and the now-or-formerly Mavis C. House property, deed book 705 page 629, and being the place and point of beginning;  
Thence leaving the Neuse River with the southern Ravens Ridge 8A property line S 85 degrees 02 minutes 08 seconds E 356.46 feet to a point; Thence leaving the Ravens Ridge 8A property line S 85 degrees 02 minutes 08 seconds E 405.94 feet to a point; Thence S 34 degrees 02 minutes 08 seconds E 323.95 feet to a point; Thence S 81 degrees 47 minutes 05 seconds W 40.83 feet to a point; Thence S 52 degrees 14 minutes 32 seconds W 80.12 feet to a point; Thence N 06 degrees 00 minutes 41 seconds W 40.88 feet to a point; Thence S 88 degrees 59 minutes 55 seconds W 46.72 feet to a point; Thence S 24 degrees 05 minutes 06 seconds W 51.06 feet to a point; Thence S 62 degrees 50 minutes 25 seconds W 43.51 feet to a point; Thence N 34 degrees 14 minutes 24 seconds W 49.91 feet

to a point; Thence N 72 degrees 04 minutes 07 seconds W 33.13 feet to a point; Thence S 04 degrees 35 minutes 09 seconds E 93.32 feet to a point; Thence S 74 degrees 27 minutes 59 seconds W 64.57 feet to a point; Thence S 02 degrees 05 minutes 39 seconds E 39.07 feet to a point; Thence N 86 degrees 51 minutes 53 seconds W 157.36 feet to a point; Thence N 60 degrees 44 minutes 52 seconds W 114.98 feet to a point; Thence S 84 degrees 20 minutes 40 seconds W 91.31 feet to a point; Thence N 35 degrees 27 minutes 43 seconds W 36.47 feet to a point; Thence N 76 degrees 01 minutes 49 seconds W 42.54 feet to a point; Thence S 78 degrees 44 minutes 39 seconds W 58.58 feet to a point; Thence S 37 degrees 08 minutes 33 seconds W 53.70 feet to a point; Thence S 55 degrees 57 minutes 54 seconds W 45.62 feet to a point; Thence S 71 degrees 06 minutes 09 seconds W 39.42 feet to a point; Thence S 67 degrees 08 minutes 24 seconds W 55.35 feet to a point on the Neuse River; Thence with the Neuse River N 03 degrees 54 minutes 53 seconds E 188.56 feet to a point; Thence N 03 degrees 13 minutes 38 seconds E 95.87 feet to a point; Thence N 02 degrees 08 minutes 13 seconds W 112.48 feet to a point; Thence N 00 degrees 24 minutes 57 seconds W 135.91 feet to the place and point of beginning and containing 8.20 acres more or less.

Section 3. Notice of the public hearing shall be published once in the Clayton News-Star, a newspaper having general circulation in the Town of Clayton, at least ten days prior to the date of the public hearing.

Duly adopted this 15th day of June 2015 while in regular session.

ATTEST:

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Jody L. McLeod,  
Mayor

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Kimberly A. Moffett, CMC  
Town Clerk

**TOWN OF CLAYTON  
TOWN COUNCIL  
AGENDA COVER SHEET**

**Agenda Item: 9c**

**Meeting Date: June 15, 2015**

**TITLE: Pay Classification Study**

**DESCRIPTION: Information regarding the recently conducted Pay Classification Study.**

**RELATED GOAL:**

**ITEM SUMMARY:**

**Date:**

**6-15-15**

**Action:**

**Approval**

**Info. Provided:**

**Pay  
Classification**

**Town of Clayton  
Salary Schedule  
2014-2015**

GRADE	HIRING RATE	MINIMUM	MID POINT	MAXIMUM	GRADE
6	23,389	24,558	29,821	36,253	6
7	24,558	25,786	31,312	38,065	7
8	25,786	27,075	32,877	39,968	8
9	27,075	28,429	34,521	41,966	9
10	28,429	29,850	36,247	44,065	10
11	29,850	31,343	38,059	46,268	11
12	31,343	32,910	39,963	48,582	12
13	32,910	34,556	41,961	51,011	13
14	34,556	36,284	44,059	53,562	14
15	36,284	38,098	46,262	56,240	15
16	38,098	40,003	48,575	59,052	16
17	40,003	42,003	51,004	62,005	17
18	42,003	44,103	53,554	65,105	18
19	44,103	46,308	56,232	68,360	19
20	46,308	48,623	59,043	71,777	20
21	48,623	51,054	61,995	75,366	21
22	51,054	53,607	65,094	79,134	22
23	53,607	56,287	68,349	83,091	23
24	56,287	59,101	71,766	87,245	24
25	59,101	62,056	75,354	91,607	25
26	62,056	65,159	79,122	96,187	26
27	65,159	68,417	83,078	100,996	27
28	68,417	71,838	87,232	106,046	28
29	71,838	75,430	91,594	111,349	29
30	75,430	79,202	96,174	116,917	30
31	79,202	83,162	100,983	122,763	31
32	83,162	87,320	106,032	128,901	32
33	87,320	91,686	111,333	135,346	33
34	91,686	96,270	116,900	142,113	34
35	96,270	101,084	122,745	149,219	35
36	101,084	106,138	128,882	156,680	36
37	106,138	111,445	135,326	164,514	37
38	111,445	117,017	142,093	172,740	38

Town of Clayton  
List of Classes Arranged by Grade

GRADE	CLASSIFICATION	FLSA STATUS	HIRING RATE	MAXIMUM
8	Custodian		25,786	39,968
9	Property Maintenance Worker		27,075	41,966
10	Street Maintenance Worker		28,429	44,065
11	Cemetery Maintenance Specialist		29,850	46,268
12			31,343	48,582
13	Equipment Service Mechanic Property Maintenance Technician Utility Maintenance Mechanic		32,910	51,011
14	Firefighter Pump Maintenance Mechanic		34,556	53,562
15	Electric Line Technician Street Maintenance Crew Leader Utility Maintenance Crew Leader WWTP Operator		36,284	56,240
16	Fire Equipment Operator Grounds Maintenance Supervisor Police Officer		38,098	59,052
17	Building Code Inspector I Instrumentation Control Technician Police Officer - Special Assignment Property Maintenance Supervisor Senior Treatment Plant Operator Streets Maintenance Supervisor		40,003	62,005
18	Building Code Inspector II Construction Inspector Engineering Technician Investigations and Accreditation Specialist Laboratory Supervisor Police Investigator		42,003	65,105
19	Administrative Services Sergeant Fire Captain Fleet Service Supervisor Police Sergeant Senior Electric Line Technician Utility Maintenance Supervisor		44,103	68,360

Town of Clayton  
List of Classes Arranged by Grade

GRADE	CLASSIFICATION	FLSA STATUS	HIRING RATE	MAXIMUM
20	Building Codes Inspector III Construction Project Manager Electric Crew Field Supervisor Electric Energy Services Technician		46,308	71,777
21	Police Lieutenant		48,623	75,366
22	Streets & Property Maintenance Superintendent	E	51,054	79,134
23	Deputy Fire Chief Electric Distribution System Superintendent	* E	53,607	83,091
24	Distribution and Collection System Superintendent Police Captain Wastewater Treatment Plant Superintendent	E E E	56,287	87,245
25			59,101	91,607
26			62,056	96,187
27	Human Resources Director	E	65,159	100,996
28	Electric System Director	E	68,417	106,046
29			71,838	111,349
30	Fire Chief Police Chief Town Engineer	E E E	75,430	116,917
31			79,202	122,763
32	Public Works and Utilities Director	E	83,162	128,901
33			87,320	135,346
34			91,686	142,113
35			96,270	149,219

E = Exempt from the Wage and Hour Provisions  
of the Fair Labor Standards Act (FLSA)

\* one position is exempt and the other is not

Town of Clayton  
List of Classes Arranged by Title

GRADE	CLASSIFICATION	HIRING RATE	MAXIMUM
19	Administrative Services Sergeant	44,103	68,360
17	Building Codes Inspector I	40,003	62,005
18	Building Codes Inspector II	42,003	65,105
20	Building Codes Inspector III	46,308	71,777
11	Cemetery Maintenance Specialist	29,850	46,268
18	Construction Inspector	42,003	65,105
20	Construction Project Manager	46,308	71,777
8	Custodian	25,786	39,968
23	Deputy Fire Chief	53,607	83,091
24	Distribution and Collection System Superintendent	56,287	87,245
20	Electric Crew Field Supervisor	46,308	71,777
20	Electric Energy Services Technician	46,308	71,777
15	Electric Line Technician	36,284	56,240
28	Electric System Director	68,417	106,046
23	Electric Distribution System Superintendent	53,607	83,091
18	Engineering Technician	42,003	65,105
13	Equipment Service Mechanic	32,910	51,011
19	Fire Captain	44,103	68,360
30	Fire Chief	75,430	116,917
16	Fire Equipment Operator	38,098	59,052
14	Firefighter	34,556	53,562
19	Fleet Service Supervisor	44,103	68,360
16	Grounds Maintenance Supervisor	38,098	59,052
27	Human Resources Director	65,159	100,996
17	Instrumentation Control Technician	40,003	62,005
18	Investigations and Accreditation Specialist	42,003	65,105
18	Laboratory Supervisor	42,003	65,105
24	Police Captain	56,287	87,245
30	Police Chief	75,430	116,917
18	Police Investigator	42,003	65,105
21	Police Lieutenant	48,623	75,366

Town of Clayton  
List of Classes Arranged by Title

GRADE	CLASSIFICATION	HIRING RATE	MAXIMUM
16	Police Officer	38,098	59,052
17	Police Officer - Special Assignment	40,003	62,005
19	Police Sergeant	44,103	68,360
17	Property Maintenance Supervisor	40,003	62,005
13	Property Maintenance Technician	32,910	51,011
9	Property Maintenance Worker	27,075	41,966
32	Public Works and Utilities Director	83,162	128,901
14	Pump Maintenance Mechanic	34,556	53,562
19	Senior Electric Line Technician	44,103	68,360
17	Senior Treatment Plant Operator	40,003	62,005
15	Street Maintenance Crew Leader	36,284	56,240
10	Street Maintenance Worker	28,429	44,065
22	Streets & Property Maintenance Superintendent	51,054	79,134
18	Streets Maintenance Supervisor	42,003	65,105
30	Town Engineer	75,430	116,917
13	Utility Maintenance Mechanic	32,910	51,011
19	Utility Maintenance Supervisor	44,103	68,360
24	Wastewater Treatment Plant Superintendent	56,287	87,245
15	WWTP Operator	36,284	56,240

**TOWN OF CLAYTON  
RESOLUTION APPROVING PLANS AND SPECIFICATIONS  
FOR DEVELOPMENT AND CONSTRUCTION OF THE  
CLAYTON TO RALEIGH SANITARY SEWER  
TRANSMISSION PROJECT**

**WHEREAS**, the Town of Clayton desires to make sewer system improvements to access wastewater treatment resources the Town owns with the City of Raleigh; and

**WHEREAS**, the Clayton Town Council received a Letter of Conditions dated July 16, 2012 from USDA-RD describing the loan offer terms and conditions for the Clayton to Raleigh Sanitary Sewer Transmission Project, and the Clayton Town Council voted in favor of same; and

**WHEREAS**, the Town of Clayton entered into an agreement for engineering professional services with L.E. Wooten & Company dba The Wooten Company on May 23, 2006, for the Clayton to Raleigh Sanitary Sewer Transmission Project; and

**WHEREAS**, the engineer's services under this agreement are generally identified as: Preparation of Preliminary Engineering Report and Environmental Report, Design, Bidding, Construction Administration, Construction Observation and other Additional Services for the Construction of the Clayton to Raleigh Sanitary Sewer Transmission Project.

**NOW THEREFORE**, be it resolved that the Town Council of the Town of Clayton has approved the plans and specifications as presented by the engineer, The Wooten Company, for the development and construction of the Clayton to Raleigh Sanitary Sewer Transmission Project.

Duly adopted by the Clayton Town Council this \_\_\_\_ day of \_\_\_\_ 2015, while in regular session.

**ATTEST:**

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Jody L. McLeod  
Mayor

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Kimberly A Moffett, CMC  
Town Clerk