

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

**MONDAY, AUGUST 17, 2009**  
**7:30 PM**

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

1. **CALL TO ORDER**  
Pledge of Allegiance  
Invocation – Mayor Jody L. McLeod
2. **ADJUSTMENT OF THE AGENDA**
3. **ACTION AGENDA**
  - a. Draft minutes from the July 20, 2009, work session meeting; draft minutes from the August 3, 2009, regular meeting; and draft minutes from the August 3, 2009, closed session meeting.
4. **INTRODUCTIONS AND SPECIAL PRESENTATIONS**
  - a. Introduction of new Town of Clayton employee(s).
  - b. Garrison Homeowners Association request for stop signs.
  - c. Street closure request for Back to School Block Party.
  - d. Public Forum to receive citizen input on the drafted youth protection (curfew) ordinance.
5. **ITEMS SCHEDULED FOR THE REGULAR MEETING AGENDA**
  - a. Presentation of ordinance amendments:
    - OA 09-02 – Amend the use of flags for commercial advertisement [155.403(E)(1)(c)]
    - AO 09-03 – Amend to allow fences in Commercial Districts [155.402, Part 4(G)(6)(e)]
  - b. Presentation of site plan SP 09-09 for Gordon Self Storage at 3986 Powhatan Road.
  - c. Presentation of certificate of sufficiency and resolution fixing the date of public hearing for annexation petition 2009-07-01 located at 3986 Powhatan Road.
  - d. Presentation of resolution directing the Clerk to investigate annexation petition 2009-08-01 located at 2898 Vinson Road (The Woods at Glen Laurel).
  - e. Presentation of proclamation – Clayton Band Classic.
  - f. Presentation of asphalt warranty acceptance for Cameron Corporate Park, Phase 3.
6. **ITEMS CONTINGENT FOR THE REGULAR MEETING**
7. **ITEMS FOR DISCUSSION**

- a. Discussion of notice from Johnston County regarding wholesale water and sewer rate increases.
  - b. Discussion of proposal to purchase through assumption of debt .5 mgd of wastewater treatment capacity from the County of Johnston.
  - c. Review and discussion of proposed agreement between State of North Carolina and Town of Clayton for lease of property along the Neuse River as identified during approval of the Riverwalk Development.
  - d. Discussion of Children at Play signage in the vicinity of All Star Park.
8. **OLD BUSINESS**
- a. Financial Policy Guidelines.
9. **STAFF REPORTS**
- a. Town Manager
  - b. Town Attorney
  - c. Town Clerk
    - Calendar of Events
  - d. Other Staff
10. **OTHER BUSINESS**
- a. Informal Discussion & Public Comment.
  - b. Council Comments.
  - c. Planning Board Highlights of the July 27, 2009 meeting.
  - d. Clayton Fire Department 2008 Annual Report.
11. **ADJOURNMENT**

TOWN OF CLAYTON  
TOWN COUNCIL  
AGENDA COVER SHEET

Agenda Item: 3a

Meeting Date: 08/17/09

**TITLE:** DRAFT MINUTES FROM THE JULY 20, 2009, WORK SESSION MEETING; DRAFT MINUTES FROM THE AUGUST 3, 2009, REGULAR MEETING; AND DRAFT MINUTES FROM THE AUGUST 3, 2009, CLOSED SESSION MEETING.

**DESCRIPTION:** Minutes.

**RELATED GOAL:** Administrative

**ITEM SUMMARY:**

Date:

Action:

Info. Provided:

08-17-09

Approval.

DRAFT minutes from  
7/20/2009 meeting &  
8/03/2009 meeting.

***\*\*DRAFT minutes from  
The 8/03/2009 closed  
Session meeting will be  
Hand-delivered.***

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

Agenda Item: 4a

Meeting Date: 08/17/09

TITLE: INTRODUCTION OF NEW TOWN OF CLAYTON EMPLOYEE (S).

DESCRIPTION: Introduction(s).

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

08-17-09

Introduction(s).

N/A.

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

**Agenda Item: 4b**

**Meeting Date: 08/17/09**

**TITLE: GARRISON HOMEOWNERS ASSOCIATION REQUEST FOR STOP SIGNS.**

**DESCRIPTION: A Garrison Homeowners Association representative will present the request for stop signs in the Garrison Subdivision.**

**RELATED GOAL: Administrative**

**ITEM SUMMARY:**

**Date:**

**Action:**

**Info. Provided:**

**08-17-09**

**Presentation.**

**Memo and map.**

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

**Agenda Item: 4c**

**Meeting Date: 08/17/09**

**TITLE: STREET CLOSURE REQUEST FOR BACK TO SCHOOL BLOCK PARTY.**

**DESCRIPTION: Eye of the Eagle Art Center and the Paint It Red Café are hosting a Back to School Block Party on Saturday, August 22, 2009, from 10 AM to 5 PM.**

**RELATED GOAL: Administrative**

**ITEM SUMMARY:**

**Date:**

**Action:**

**Info. Provided:**

**08-17-09**

**Presentation.**

**Memo and map.**

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

Agenda Item: 4d

Meeting Date: 08/17/09

**TITLE: PUBLIC FORUM TO RECEIVE CITIZEN INPUT ON THE DRAFTED YOUTH PROTECTION (CURFEW) ORDINANCE.**

**DESCRIPTION:** The Clayton Town Council received a presentation on the proposed youth protection (curfew) ordinance at its May 18, 2009, Council meeting. It was the consensus of the Council to have a public forum in 60 days in order to receive citizen input prior to a decision.

\*Police Chief Allen’s memorandum references 12 curfew ordinances; four of the 12 are included in the agenda packet. Citizens wishing to review all 12 curfew ordinances may contact the Town Clerk.

At the July 20, 2009, Council meeting, it was the consensus of the Council to receive a drafted ordinance at the August 3 meeting; hold a public forum for citizen comment at the August 17 meeting; and anticipate action at the September 8 meeting.

This item is slated for a public forum at the Monday, August 17, 2009, Council meeting.

**RELATED GOAL:** Administrative

**ITEM SUMMARY:**

Date:

05-18-09

06-15-09

07-20-09

Action:

Presentation.

Public Notice.

Public Forum.

Info. Provided:

Petition & Email.

Notice.

Memorandum by Town Mgr,  
Memorandum by Police Chief,  
Chapel Hill Curfew Ordinance,  
Knightdale Curfew Ordinance,  
Wake Forest Curfew Ordinance,  
Selma Curfew Ordinance, News  
Story “Curfew Violators could  
end up at Children Services,”  
Email and petition submitted at  
the 5/18/2009 Council Meeting.

DRAFT ordinance & PSA.

DRAFT ordinance & PSA.

08-03-09

08-17-09

Information.

Public Forum.

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

Agenda Item: 5a

Meeting Date: 08/17/09

**TITLE: PRESENTATION OF ORDINANCE AMENDMENTS:**

- OA 09-02 – AMEND THE USE OF FLAGS FOR COMMERCIAL ADVERTISEMENT [155.403(E)(1)(c)]
- OA 09-03 – AMEND TO ALLOW FENCES IN COMMERCIAL DISTRICTS [155.403, Part 4(G)(6)(e)]

**DESCRIPTION:** Attached.

These items are slated for public hearing at the Tuesday, September 8, 2009, Council meeting.

**RELATED GOAL:** Administrative

**ITEM SUMMARY:**

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
08-17-09	Presentation & Public Notice.	Memos and DRAFT ordinances.

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

Agenda Item: 5b

Meeting Date: 08/17/09

**TITLE: PRESENTATION OF SITE PLAN SP 09-09 FOR GORDON SELF STORAGE AT 3986 POWHATAN ROAD.**

**DESCRIPTION:** The site is proposed for a self storage facility with management office located within the Town's ETJ; annexation petition submitted[2009-07-01]. The proposed site plan is located within the watershed protection overlay and the impervious area allowed is 24% and the applicant is requesting 58%.

On July 27, 2009, the Planning Board voted unanimously to recommend approval of SP 09-09 with conditions.

This item is slated for public hearing at the Tuesday, September 8, 2009, Council meeting.

**RELATED GOAL:** Manage Growth Producing Quality Developments

**ITEM SUMMARY:**

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
08-17-09	Presentation & Public Notice.	Staff memo, Ordinance 155.501, map, site plan, & elevation.

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

**Agenda Item: 5c**

**Meeting Date: 08/17/09**

**TITLE: PRESENTATION OF CERTIFICATE OF SUFFICIENCY AND RESOLUTION FIXING THE DATE OF PUBLIC HEARING FOR ANNEXATION PETITION 2009-07-01 LOCATED AT 3986 POWHATAN ROAD.**

**DESCRIPTION: Annexation petition 2009-07-01 is a citizen initiated non-contiguous annexation request for a 2.13 acre parcel adjacent to the Hess Mart on HWY 70 Business.**

**This item is slated for public hearing at the Tuesday, September 8, 2009, Council meeting.**

**RELATED GOAL: Administrative**

<b><u>Date:</u></b>	<b><u>Action:</u></b>	<b><u>Info. Provided:</u></b>
07-20-09	Presentation.	Resolution & Map.
08-03-09	Approval.	Resolution & Map.
08-17-09	Presentation & Public Notice.	Certificate of Sufficiency, Resolution, & Map.

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

**Agenda Item: 5d**

**Meeting Date: 08/17/09**

**TITLE: PRESENTATION OF RESOLUTION DIRECTING THE CLERK TO INVESTIGATE ANNEXATION PETITION 2009-08-01 LOCATED AT 2898 VINSON ROAD (THE WOODS AT GLEN LAUREL).**

**DESCRIPTION: Annexation petition 2009-08-01 is a citizen initiated non-contiguous annexation request for 30.34 acres located adjacent to Glen Laurel Subdivision and across from Powhatan Elementary School.**

**RELATED GOAL: Administrative**

**Date:**

**Action:**

**Info. Provided:**

**08-17-09**

**Presentation.**

**Resolution & map.**

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

Agenda Item: 5e

Meeting Date: 08/17/09

TITLE: PRESENTATION OF PROCLAMATION – CLAYTON BAND CLASSIC.

DESCRIPTION: Attached.

RELATED GOAL: Administrative

Date:

Action:

Info. Provided:

08-17-09

Presentation.

Proclamation.

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

**Agenda Item: 5f**

**Meeting Date: 08/17/09**

**TITLE: PRESENTATION OF ASPHALT WARRANTY ACCEPTANCE FOR  
CAMERON CORPORATE PARK, PHASE 3.**

**DESCRIPTION: Attached.**

**RELATED GOAL: Administrative**

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
08-17-09	Presentation.	Memorandum.

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

Agenda Item: 7a

Meeting Date: 08/17/09

**TITLE: DISCUSSION OF NOTICE FROM JOHNSTON COUNTY  
REGARDING WHOLESALE WATER AND SEWER RATE  
INCREASES.**

**DESCRIPTION: Attached.**

**RELATED GOAL: Financially Responsible Town Government Providing Quality  
Service**

**Date:**

**Action:**

**Info. Provided:**

08-17-09

Discussion.

Staff memorandum,  
Johnston County  
Correspondence &  
Excerpt from Town Compr  
List of Fees & Charges.

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

Agenda Item: 7b

Meeting Date: 08/17/09

**TITLE: DISCUSSION OF PROPOSAL TO PURCHASE THROUGH ASSUMPTION OF DEBT .5 MGD OF WASTEWATER TREATMENT CAPACITY FROM THE COUNTY OF JOHNSTON.**

**DESCRIPTION:** The County of Johnston has recently completed expansion of their wastewater treatment facility. Subsequent to completion the Town was approached about purchasing an amount of capacity in the newly expanded facility. Based on a reduced pace of growth and reduced capital reserves the Town administration requested consideration that rather than an upfront purchase Clayton would be more interested in acquiring capacity through assumption of debt. Please see the attached documents which describe a very cost favorable mechanism for the Town of Clayton to increase its available wastewater treatment capacity.

**RELATED GOAL:** Financially Responsible Town Government Providing Quality Service

Date:

Action:

Info. Provided:

08-17-09

Discussion.

Letter & WW Cost Analysis.

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

Agenda Item: 7c

Meeting Date: 08/17/09

**TITLE: REVIEW AND DISCUSSION OF PROPOSED AGREEMENT BETWEEN STATE OF NORTH CAROLINA AND TOWN OF CLAYTON FOR LEASE OF PROPERTY ALONG THE NEUSE RIVER AS IDENTIFIED DURING APPROVAL OF THE RIVERWALK DEVELOPMENT [PDD 06-13].**

**DESCRIPTION: Attached.**

**RELATED GOAL: Expand Leisure Opportunities and Arts Community**

**Date:**

**Action:**

**Info. Provided:**

08-17-09

Discussion.

Lease Agreement.

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

Agenda Item: 7d

Meeting Date: 08/17/09

**TITLE: DISCUSSION OF CHILDREN AT PLAY SIGNAGE IN THE VICINITY OF ALL STAR PARK.**

**DESCRIPTION: The Town has received a request for “Children at Play” signage.**

**RELATED GOAL: Expand Leisure Opportunities and Arts Community**

**Date:**

**Action:**

**Info. Provided:**

08-17-09

Discussion.

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

Agenda Item: 8a

Meeting Date: 08/17/09

TITLE: FINANCIAL POLICY GUIDELINES.

DESCRIPTION: Draft of Financial Policy Guidelines.

RELATED GOAL: Financially Responsible Town Government Providing Quality Service

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
07-20-09	Presentation.	Policy.
08-03-09		Memo, DRAFT Financial Policy for Town, Spreadsheet Summary, Financial Polices For: Johnston County, Town Of Knightdale, Onslow County, Town of Apex, City of High Point, Moore County, Gaston County, & Cumberland County.
08-17-09	Discussion.	Revised DRAFT policy, Original DRAFT policy, & Spreadsheet.

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

Agenda Item: 9c

Meeting Date: 08/17/09

**TITLE: TOWN CLERK**

**DESCRIPTION: Calendar of Events:**

- Council Mtg – Monday, August 17, 2009 @ 7:30 PM:
  - Public Forum to receive citizen input on the drafted youth protection (curfew) ordinance
- Public Art Advisory Board Mtg – Tuesday, August 18, 2009 @ 6:30 PM, Green Room
- Board of Adjustment Mtg- Wednesday, August 19, 2009 @ 6:00 PM
- Town Square Concert – Thursday, August 20, 2009 @ 7 PM (Zydecopious)
- Planning Board Mtg – Monday, August 24, 2009 @ 7:00 PM
- Clayton Library Board Mtg – Thursday, September 3, 2009, @ 2:30 PM, Hocutt-Ellington Memorial Library
- Labor Day Holiday – Monday, September 7, 2009
- Council Mtg – **TUESDAY**, September 8, 2009 @ 7:30 PM
- Friends of the Library Fall Book Sale – Saturday, September 12, 2009 @ Hocutt-Ellington Memorial Library
- DDA Mtg – Monday, September 14, 2009 @ 7:30 PM, Room GS 223
- Public Art Advisory Board Mtg – Tuesday, September 15, 2009 @ 6:30 PM, Green Room
- Board of Adjustment Mtg – Wednesday, September 16, 2009 @ 6:00 PM
- Town Square Concert – Thursday, September 17, 2009 @ 7 PM (Band of Oz)
- Harvest Festival Vendor Fair – Saturday, September 19, 2009
- Council Mtg – Monday, September 21, 2009 @ 7:30 PM
- NCLM Annual Conference – October 25 – 27, 2009, Greenville, NC
- Clayton Band Classic – Saturday, September 26, 2009 @ Clayton High School
- Planning Board Mtg – Monday, September 28, 2009 @ 7:00 PM
- Absentee voting by mail begins – Saturday, October 3, 2009
- Last day to register to vote (municipal elections) – Friday, October 9, 2009
- One-Stop Absentee Voting begins in the Johnston County Board of Election Office at 205 South Second Street, Smith – Thursday, October 15, 2009 from 8 AM to 5 PM
- Clayton Library Board Mtg – Thursday, October 15, 2009 @ 7:00 PM, Hocutt-Ellington Memorial Library (Joint Mtg with the Clayton Friends of the Library)
- Last day to request an absentee ballot by mail – Tuesday, October 27, 2009
- Saturday One-Stop hours 9 AM to 1 PM – October 31, 2009 is the last day to One-Stop Absentee Vote
- **ELECTION DAY** – Tuesday, November 3, 2009
- Canvass at the Johnston County Board of Election Office – Tuesday, November 10, 2009 @ 11 AM

**RELATED GOAL:** Administrative

**ITEM SUMMARY:**

Date:

08-17-09

Action:

Information.

Info. Provided:

Calendar of Events.

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

Agenda Item: 10c

Meeting Date: 08/17/09

**TITLE: HIGHLIGHTS OF THE JUNE PLANNING BOARD MEETING.**

**DESCRIPTION: Summary highlighting the actions of the July 27, 2009, Planning and Zoning Board meeting. This is distributed as information and does not require Council action.**

**RELATED GOAL: Administrative**

**ITEM SUMMARY:**

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
08-17-09	None/Informational.	Highlights from 07/27/09.

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

Agenda Item: 10d

Meeting Date: 08/17/09

**TITLE: CLAYTON FIRE DEPARTMENT 2008 ANNUAL REPORT.**

**DESCRIPTION:** This is distributed as information and does not require Council action.

**RELATED GOAL:** Safest, Healthiest Town in Triangle Area

**ITEM SUMMARY:**

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
08-17-09	None/Informational.	Report.