

AGENDA
THE WORK SESSION MEETING OF THE CLAYTON TOWN COUNCIL

MONDAY, JANUARY 26, 2009
(RESCHEDULED **TUESDAY, 1/20/2009)**
3:00 PM

THE CLAYTON CENTER
COUNCIL CHAMBERS

1. **CALL TO ORDER**
Pledge of Allegiance
Invocation – Mayor Jody L. McLeod
2. **ORGANIZATIONAL BUSINESS**
 - a. Administration of oath of office to the newly elected Clayton Town Council member by Mr. Will Crocker, Clerk of Superior Court to:
 - R. S. “Butch” Lawter, Jr.
 - b. Comments from incoming elected officials:
 - Alex Harding
 - R. S. “Butch” Lawter, Jr.
3. **COUNCIL MEMBER SELECTIONS AND APPOINTMENTS**
 - a. Nomination and selection of Mayor Pro Tem.
 - b. Distribution of Council liaison and committee assignments by Mayor McLeod.
4. **ADJUSTMENT OF THE AGENDA**
5. **ACTION AGENDA**
 - a. Draft minutes from the January 5, 2009, regular meeting.
6. **INTRODUCTIONS AND SPECIAL PRESENTATIONS**
 - a. Introduction of new Town of Clayton employee(s).
 - b. Presentation by the Downtown Development Association (DDA) regarding the Downtown Façade Grant Improvements program.
 - c. Presentation by The Wooten Company regarding a grant opportunity related to stabilization of home values for distressed properties.
7. **ITEMS SCHEDULED FOR THE REGULAR MEETING AGENDA**
 - a. Presentation of bid summary for replacement generator at the WWTP.
 - b. Presentation of ordinance authorizing demolition of an unsafe building located at 407 West Second Street.
 - c. Presentation of candidates for appointment to the Board of Adjustment and the Planning Board.
 - d. Presentation of final acceptance requests for:

- Public water, sewer, and associated storm drainage utilities for LionsGate SD, Phases 5A & 5B
 - Sewer relocation for the Clayton High School tennis court and parking lot
 - e. Presentation of warranty acceptance requests for:
 - Public water and sewer utilities for Little Creek Crossing, Shotwell Road
 - Force main for Building Blocks Daycare
 - Public water and sewer utilities for Proctor's Place
8. ITEMS CONTINGENT FOR THE REGULAR MEETING
9. ITEMS FOR DISCUSSION
10. OLD BUSINESS
- a. Report on design agreement for the public art element for the property at Main & Lombard Streets.
 - b. Status report on meeting with the Archer Lodge Municipal Exploratory Committee (ALMEC).
11. STAFF REPORTS
- a. Town Manager
 - Update on the Clayton Community Center
 - Quarterly financial report
 - b. Town Attorney
 - c. Town Clerk
 - Calendar of Events
 - d. Other Staff
 - Energy Seminar Information
12. OTHER BUSINESS
- a. Informal Discussion & Public Comment.
 - b. Council Comments.
 - c. Planning Board Highlights of the December 2008 meeting.
13. ADJOURNMENT

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

Agenda Item: 3b

Meeting Date: 01/20/09

TITLE: DISTRIBUTION OF COUNCIL LIAISON AND COMMITTEE ASSIGNMENTS BY MAYOR MCLEOD.

DESCRIPTION: Mayor McLeod appoints Council members to serve as liaisons on the various committees.

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
01-20-09	Appointments.	Will be distributed At the Council meeting.

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

Agenda Item: 5a

Meeting Date: 01/20/09

TITLE: DRAFT MINUTES FROM THE JANUARY 5, 2009, REGULAR MEETING.

DESCRIPTION: Minutes.

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

01-20-09

Approval.

DRAFT minutes from
1/05/09 regular meeting.

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

Agenda Item: 6a

Meeting Date: 01/20/09

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

DESCRIPTION: Introduction(s).

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

01/20/09

Introduction(s).

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

Agenda Item: 6b

Meeting Date: 01/20/09

TITLE: PRESENTATION BY THE DOWNTOWN DEVELOPMENT ASSOCIATION (DDA) REGARDING THE DOWNTOWN FAÇADE GRANT IMPROVEMENTS PROGRAM.

DESCRIPTION: The DDA will recommend changes to the Downtown Façade Improvement Grant program for Council consideration.

RELATED GOAL: Downtown: The Community Hub

ITEM SUMMARY:

Date:

Action:

Info. Provided:

01/20/09

Presentation.

Memo & Grant application.

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

Agenda Item: 6c

Meeting Date: 01/20/09

TITLE: PRESENTATION BY THE WOOTEN COMPANY REGARDING A GRANT OPPORTUNITY RELATED TO STABILIZATION OF HOME VALUES FOR DISTRESSED PROPERTIES.

DESCRIPTION: Representatives of The Wooten Company will present information on grant funding and are seeking to partner with the Town. The purpose of the grant funding is to acquire properties that are in foreclosure, rehabilitate them, and match them for sale to eligible buyers.

If the Council wishes to pursue this item, a public hearing is required and would be noticed for the February 2, 2009, Council meeting as the application deadline is February 3, 2009.

RELATED GOAL: Downtown: The Community Hub

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
01/20/09	Presentation.	

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

Agenda Item: 7a

Meeting Date: 01/20/09

TITLE: PRESENTATION OF BID SUMMARY FOR REPLACEMENT GENERATOR AT THE WWTP.

DESCRIPTION: The Little Creek Reclamation Facility Generator No. 1 Replacement is included in this year's budget. The Town received a total of five bids, bid tabulation attached. The low bid was received from Bitting Electric Inc (of Cary) and is within the estimated budgeted cost.

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
01-20-09	Presentation.	Letter, bid tabulation, & detailed bid tabulation.

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

Agenda Item: 7b

Meeting Date: 01/20/09

**TITLE: PRESENTATION OF ORDINANCE FOR UNSAFE BUILDING
LOCATED AT 407 WEST SECOND STREET.**

DESCRIPTION: The unsafe building located at 407 West Second Street is a residential dwelling with numerous minimum housing and nuisance violations. The owners, Sidnie J and Mary Christine Barbour, were contacted for a hearing on the above property on November 18, 2008. Neither owner appeared at the hearing.

The ordinance requests that the Town Council find that the building should be removed or demolished and the cost shall be a lien against the property.

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
01-20-09	Presentation.	Ordinance & Support Documents.

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

Agenda Item: 7c

Meeting Date: 01/20/09

TITLE: PRESENTATION OF CANDIDATES FOR APPOINTMENT TO THE BOARD OF ADJUSTMENT AND THE PLANNING BOARD.

DESCRIPTION: Applications were reviewed by the staff and Council liaison for the Board of Adjustment and Planning Board with recommendations forwarded to the Review Team. [Review Team consisted of Mayor McLeod, Mayor Pro Tem Ahlert, and Councilman Grannis.]

The attached memorandum reflects the Review Team recommendations.

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
01-20-09	Presentation.	Memorandum & Board Applications.

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

Agenda Item: 7d

Meeting Date: 01/20/09

TITLE: PRESENTATION OF FINAL ACCEPTANCE REQUESTS FOR:

- **PUBLIC WATER, SEWER, AND ASSOCIATED STORM DRAINAGE UTILITIES FOR LIONSGATE SD, PHASES 5A & 5B**
- **SEWER RELOCATION FOR THE CLAYTON HIGH SCHOOL TENNIS COURT AND PARKING LOT**

DESCRIPTION: Attached.

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
01-20-09	Presentation.	Memorandums (2).

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

Agenda Item: 7e

Meeting Date: 01/20/09

TITLE: PRESENTATION OF WARRANTY ACCEPTANCE REQUESTS FOR:

- PUBLIC WATER AND SEWER UTILITIES FOR LITTLE CREEK CROSSING, SHOTWELL ROAD
- FORCE MAIN FOR BUILDING BLOCKS DAYCARE
- PUBLIC WATER AND SEWER UTILITIES FOR PROCTOR'S PLACE

DESCRIPTION: Attached.

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
01-20-09	Presentation.	Memorandums (3).

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

Agenda Item: 10a

Meeting Date: 01/20/09

**TITLE: REPORT ON DESIGN AGREEMENT FOR THE PUBLIC ART
ELEMENT FOR THE PROPERTY AT MAIN & LOMBARD STREETS.**

DESCRIPTION: The staff is in the process of negotiating a design services agreement with the artist identified and recommended by the Public Art Advisory Board. A report on the status of the matter will be given, but no action is anticipated.

RELATED GOAL: A Place for Family Fun and Leisure

- Expand Leisure Opportunities and the Arts
- Develop Reputation as an 'Arts Community'

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
12-15-08	Presentation.	
01-05-09	Update.	
01-20-09	Update.	Memorandum of Understanding.

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

Agenda Item: 10b

Meeting Date: 01/20/09

**TITLE: STATUS REPORT ON MEETING WITH THE ARCHER LODGE
MUNICIPAL EXPLORATORY COMMITTEE (ALMEC).**

**DESCRIPTION: At the November 3, 2008, Council meeting, Mr. Carlton
Vinson provided an overview of the goals and objectives for
the proposed incorporation of Archer Lodge.**

**A proposed response is hereby provided for consideration
and authorization by the Council.**

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
11-03-08	Presentation.	Letter.
12-15-08	Discussion.	Letter.
01-05-09	Update.	
01-20-09	Update.	

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

Agenda Item: 11a

Meeting Date: 01/20/09

TITLE: TOWN MANAGER.

DESCRIPTION: Update on the Clayton Community Center.

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
09-02-08	Update.	
09-15-08	Presentation & Update.	
10-20-08	Update.	
12-01-08	Update.	
01-20-09	Update.	

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

Agenda Item: 11a

Meeting Date: 01/20/09

TITLE: TOWN MANAGER.

DESCRIPTION: Quarterly financial report.

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

11-17-08

Update.

01-20-09

Update.

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

Agenda Item: 11c

Meeting Date: 01/20/09

TITLE: TOWN CLERK

DESCRIPTION: Calendar of Events:

- Council Meeting – **TUESDAY**, January 20, 2009 @ 7:30 PM
- Public Art Advisory Board Mtg – Tuesday, January 20, 2009 @ 6:30 PM
- Board of Adjustment Meeting – Wednesday, January 21, 2009 @ 6:00 PM
- Planning Board Meeting – Monday, January 26, 2009 @ 7:30 PM
- February 2009 – The Big Read–Johnston County
- Mark Nizer - Sunday, February 1, 2009 @ 4 PM
- Council Meeting – Monday, February 2, 2009 @ 7:30 PM
- Council Meeting – Monday, February 16, 2009 @ 7:30 PM
- Public Art Advisory Board Mtg – Tuesday, February 17, 2009 @ 6:30 PM
- Board of Adjustment Mtg – Wednesday, February 18, 2009 @ 6:00 PM
- Hormonal Imbalance - Sunday, February 22, 2009 @ 4 PM
- Planning Board Meeting – Monday, February 23, 2009 @ 7:30 PM
- Energy Seminar [ElectriCities] – Wednesday, February 25, 2009 @ 6:30 PM, Council Chambers
- Council Meeting – Monday, March 2, 2009 @ 7:30 PM
- Blues Bash IV: Guitar Heroes with John Dee Holeman and Johnny Winter - Saturday, March 14, 2009 @ 8 PM
- Council Meeting – Monday, March 16, 2009 @ 7:30 PM
- Public Art Advisory Board Mtg – Tuesday, March 17, 2009 @ 6:30 PM
- Board of Adjustment Meeting – Wednesday, March 18, 2009 @ 6:00 PM
- Planning Board Meeting – Monday, March 23, 2009 @ 7:30 PM
- Jesse Cook Band - Friday, March 27, 2009 @ 8 PM
- Council Meeting – Monday, April 6, 2009 @ 7:30 PM
- Good Friday Holiday – Friday, April 10, 2009
- Board of Adjustment Meeting – Wednesday, April 15, 2009 @ 6:00 PM
- Staff Retreat with Lyle Sumek – Thursday, April 16, 2009
- Council Retreat with Lyle Sumek – Friday, April 17, 2009 & Saturday, April 18, 2009
- Fireman’s Annual Awards Banquet – Saturday, April 18, 2009 @ 6:00 PM
- Council Meeting – Monday, April 20, 2009 @ 7:30 PM
- Public Art Advisory Board Mtg – Tuesday, April 21, 2009 @ 6:30 PM
- Kathy Mattea - Saturday, April 25, 2009 @ 8 PM
- Planning Board Meeting – Monday, April 27, 2009 @ 7:30 PM

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:
01-20-09

Action:
Information.

Info. Provided:
Calendar of Events.

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

Agenda Item: 11d

Meeting Date: 01/20/09

TITLE: OTHER STAFF

DESCRIPTION: Energy Seminar

RELATED GOAL: Value for Taxes and Public Fees

ITEM SUMMARY:

Date:

Action:

Info. Provided:

01-20-09

Informational.

Press Release.

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

Agenda Item: 12c

Meeting Date: 01/20/09

TITLE: HIGHLIGHTS OF THE DECEMBER PLANNING BOARD MEETING.

DESCRIPTION: As there was not a Planning Board meeting the month of December 2008, there are no Highlights.

The next regular meeting of the Planning Board is Monday, January 26, 2009, at 7:30 PM in the Council Chambers.

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

01-20-09

None/Informational.