

Jody L. McLeod
MAYOR

Bruce Thompson
TOWN ATTORNEY

Steve Biggs
TOWN MANAGER



Bob Satterfield
Alex Harding
R.S. "Butch" Lawter, Jr.
Art Holder
COUNCIL MEMBERS

Michael Grannis
MAYOR PRO TEM

TOWN COUNCIL MEETING

AUGUST 16, 2010

AGENDA

MAYOR AND TOWN COUNCIL

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

COUNCILMAN ALEX HARDING
COUNCILMAN R.S. "BUTCH" LAWTER, JR.
COUNCILMAN ART HOLDER

TOWN STAFF

STEVE BIGGS, TOWN MANAGER
SHERRY L. SCOGGINS, TOWN CLERK
BRUCE THOMPSON II, TOWN ATTORNEY

AGENDA
THE WORK SESSION MEETING OF THE CLAYTON TOWN COUNCIL

MONDAY, AUGUST 16, 2010
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 August 2, 2010, Council meeting.
4. **INTRODUCTIONS AND SPECIAL PRESENTATIONS**
 - a. Introduction of new Town of Clayton employee(s).
 - b. Presentation of update on the Harvest Festival.
 - c. Presentation of St. Baldrick's event and request to temporarily close S. Lombard Street.
 - d. Presentation of Powhatan Elementary School R.A.C.E event and request to temporarily close Vinson Road.
 - e. Presentation of 2010 Johnston County Emergency Operations Plan. [Action by Council requested.]
5. **ITEMS SCHEDULED FOR THE REGULAR MEETING AGENDA**
 - a. Public hearing on the Clayton Law Enforcement Center (CLEC) project financing authorizing the filing of application with the Local Government Commission (LGC). [Requires action by Council.]
 - b. Resolution approving financing terms for the Clayton Law Enforcement Center project. [Requires action by Council.]
 - c. Presentation of preliminary subdivision request SUB 2010-02 located north of Twin Acres Road.
 - d. **TRACKING PURPOSES ONLY:** Evidentiary hearing for planned development district request PDD 10-02 for Creekside Commons, formerly Cobblestone Commons, located off of Averagesboro Dr in the southeastern portion of Cobblestone Development; **continued to the TUESDAY, September 7, 2010, Council meeting.**
 - e. Presentation of neighborhood traffic calming program application.
 - f. Presentation of final acceptances for the following:
 - Cameron Corporate Park, Phase 3 for asphalt pavement
 - Powhatan Elementary School & Sewer Lift Station
6. **ITEMS CONTINGENT FOR THE REGULAR MEETING**
7. **ITEMS FOR DISCUSSION**

- a. Discussion of temporary use permits.
 - b. Discussion of Sam's Branch bid opening.
8. OLD BUSINESS
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 2010 meeting.
11. ADJOURNMENT

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

Agenda Item: 3a

Meeting Date: 08/16/10

TITLE: DRAFT MINUTES FROM AUGUST 2, 2010, COUNCIL MEETING.

DESCRIPTION: Minutes.

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

08-16-10

Approval.

DRAFT minutes from
8/2/2010 meeting.

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

Agenda Item: 4a

Meeting Date: 08/16/10

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

DESCRIPTION: Introduction(s).

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

08-16-10

Introduction(s).

N/A.

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

Agenda Item: 4b

Meeting Date: 08/16/10

TITLE: PRESENTATION OF UPDATE ON THE HARVEST FESTIVAL.

DESCRIPTION: The Clayton Area Chamber of Commerce, hereafter Chamber, requests use of the Town Square (Main and Fayetteville Streets) on Friday, September 17, 2010, and Saturday, September 18, 2010, for the 2010 Clayton Harvest Festival. Additionally, the Chamber requests the temporary closure of Main Street for the annual Vendor Fair.

Representatives of the 2010 Clayton Harvest Festival requested to present an update of the upcoming event at the Council's August 16, 2010, Council meeting.

RELATED GOAL: Create an Alive Downtown

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
07-19-10	Presentation.	Memorandum.
08-02-10	Approval.	Memorandum.
08-16-10	Presentation.	N/A.

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

Agenda Item: 4c

Meeting Date: 08/16/10

TITLE: PRESENTATION OF ST. BALDRICK'S EVENT AND REQUEST TO TEMPORARILY CLOSE S. LOMBARD STREET.

DESCRIPTION: A St. Baldrick's Event is planned for Saturday, October 23, 2010, beginning at 3 PM at Flipside Restaurant.

St. Baldrick's Foundation is the world's largest volunteer-driven fundraising event for childhood cancer research. Thousands of volunteers shave their heads in solidarity of children with cancer, while requesting donations of support from friends and family. Rob Baker, owner of Awards & Engravables, has organized this event. Mr. Baker's interest in this organization is personal as his seven year old son, Bo, was diagnosed with a childhood kidney cancer in 2009 and is today cancer free thanks to new treatments discovered through the research that St. Baldrick's fund.

Due to the number of people expected to attend and the activities for this event, it is requested to temporarily close South Lombard Street between Main Street and Second Street from 2:00 PM until 9:00 PM.

Persons wishing to learn more about the St. Baldrick's Foundation or how to participate may visit <http://www.stbaldricks.org/>



(888) 899-BALD (2253)

RELATED GOAL: Administrative

Date:

Action:

Info. Provided:

08-16-10

Presentation.

Memorandum.

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

Agenda Item: 4d

Meeting Date: 08/16/10

TITLE: PRESENTATION OF POWHATAN ELEMENTARY SCHOOL R.A.C.E. EVENT AND REQUEST TO TEMPORARILY CLOSE VINSON ROAD.

DESCRIPTION: The third annual Powhatan Elementary Run to Accelerate our Children’s Education (R.A.C.E.) and Community Expo is slated for Saturday, October 9, 2010 at Powhatan Elementary School from 7 AM to 12 noon. The purpose of the event is to raise funds that will be used to improve the playground areas, purchase new playground equipment and install shade structures.

To make the event safe for participants, the Powhatan PTA requests that Vinson Road be closed for short intervals from 8:30 AM to 9:30 AM on Saturday, October 9, 2010.

RELATED GOAL: Administrative

Date:

Action:

Info. Provided:

08-16-10

Presentation.

PowerPoint Presentation & Map.

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

Agenda Item: 4e

Meeting Date: 08/16/10

TITLE: PRESENTATION OF 2010 JOHNSTON COUNTY EMERGENCY OPERATIONS PLAN. [ACTION BY COUNCIL REQUESTED.]

DESCRIPTION: Johnston County mitigates against, prepares for, responds to and recovers from all disasters and planned events based on the guidance written in the Johnston County Emergency Operations Plan. The plan is a comprehensive approach to a multitude of hazards and was last updated in August 2006.

On October 2, 2006, a representative of Johnston County Emergency Services provided an overview to the Clayton Town Council on the Emergency Operations Plan. At the October 2, 2006, Council meeting, all Council members voted in favor of approving the Johnston County Emergency Operations Plan as presented.

The full Emergency Operations Plan is available:
http://www.johnstonnc.com/mainpage.cfm?category_level_id=963&content_id=3255

A representative of Johnston County Emergency Services will provide an overview of the changes made. The request is that the Clayton Town Council take action by approving the amendments and the Mayor signing the signature page.

[Fire Chief Lee Barbee has reviewed and has no additional comments.]

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
08-16-10	Presentation.	Synopsis of Emergency Operations Plan.

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

Agenda Item: 5a

Meeting Date: 08/16/10

TITLE: PUBLIC HEARING ON THE CLAYTON LAW ENFORCEMENT CENTER (CLEC) PROJECT FINANCING AUTHORIZING THE FILING OF APPLICATION WITH THE LOCAL GOVERNMENT COMMISSION (LGC). [REQUIRES ACTION BY COUNCIL.]

DESCRIPTION: Public hearing.

Items 5a & 5b are related.

RELATED GOAL: Financially Responsible Town Government Providing Quality Service

ITEM SUMMARY:

Date:

Action:

Info. Provided:

08-16-10

Public Hearing.

Resolution.

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

Agenda Item: 5b

Meeting Date: 08/16/10

TITLE: RESOLUTION APPROVING FINANCING TERMS FOR THE CLAYTON LAW ENFORCEMENT CENTER PROJECT. [REQUIRES ACTION BY COUNCIL.]

DESCRIPTION: Attached.

Items 5a & 5b are related.

RELATED GOAL: Financially Responsible Town Government Providing Quality Service

ITEM SUMMARY:

Date:

Action:

Info. Provided:

08-16-10

Public Hearing.

Resolution & First Citizens Bank Proposal.

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

Agenda Item: 5c

Meeting Date: 08/16/10

TITLE: PRESENTATION OF PRELIMINARY SUBDIVISION REQUEST SUB 2010-02 LOCATED NORTH OF TWIN ACRES ROAD.

DESCRIPTION: Preliminary subdivision request SUB 2010-02 is to divide 12.48 acres into four tracts. The property is situated with the Town for Clayton ETJ. The site is zoned RE – Residential Estate and is located south of US 70 Bypass and north of Twin Acres Road.

At its July 26, 2010, meeting, the Planning Board voted unanimously to recommend approval of this preliminary subdivision with the two conditions noted.

This item slated for evidentiary hearing on TUESDAY, September 7, 2010, Clayton Town Council meeting.

RELATED GOAL: Manager Growth Producing Quality Developments

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
08-16-10	Presentation & Public Notice.	Application, Staff Report, Map & Site Plan.

TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET

Agenda Item: 5d

Meeting Date: 08/16/10

TITLE: TRACKING PURPOSES ONLY: EVIDENTIARY HEARING FOR PLANNED DEVELOPMENT DISTRICT REQUEST PDD 10-02 FOR CREEKSIDE COMMONS, FORMERLY COBBLESTONE COMMONS, LOCATED OFF OF AVERASBORO DRIVE IN THE SOUTHEASTERN PORTION OF COBBLESTONE DEVELOPMENT; **CONTINUED TO THE TUESDAY, SEPTEMBER 7, 2010, COUNCIL MEETING.**

DESCRIPTION: ASCO Builders Inc requests to develop a 28 acre tract located off of Averagesboro Drive adjacent to Cobblestone Subdivision into 104 single-family lots. The present zoning is R-6, Residential, and it is partially within the Town limits.

At its June 28, 2010, Planning Board meeting, the Planning Board voted 8-1 (Mr. Lee dissenting) to recommend approval of this request.

At its August 2, 2010, Council meeting, the Council voted to continue this item to its Tuesday, September 7, 2010, Council meeting.

RELATED GOAL: Manage Growth Producing Quality Developments

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
07-19-10	Presentation.	Application, Staff Report, Map, and Site Plan.
08-02-10	Evidentiary Hearing.	Application, Staff Report, Map, Site Plan, Sewer Allocation Request, Hearing Procedures, & Motion Form.
08-16-10	N/A – Tracking.	None.

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

Agenda Item: 5e

Meeting Date: 08/16/10

TITLE: PRESENTATION OF NEIGHBORHOOD TRAFFIC CALMING PROGRAM APPLICATION.

DESCRIPTION: Application request submitted by Glen Laurel Homeowners Association.

RELATED GOAL: Safest, Healthiest Town in Triangle Area

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
08-16-10	Presentation.	Application.

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

Agenda Item: 5f

Meeting Date: 08/16/10

TITLE: PRESENTATION OF FINAL ACCEPTANCES FOR THE FOLLOWING:

- CAMERON CORPORATE PARK, PHASE 3 FOR ASPHALT PAVEMENT
- POWHATAN ELEMENTARY SCHOOL & SEWER LIFT STATION

DESCRIPTION: Attached.

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

08-16-10

Presentation.

Memorandums (2).

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

Agenda Item: 7a

Meeting Date: 08/16/10

TITLE: DISCUSSION OF TEMPORARY USE PERMITS.

DESCRIPTION: During the May 17, 2010, Council meeting, it was the consensus of the Council to review the Town's ordinances for temporary use permits.

RELATED GOAL: Manage Growth Producing Quality Developments

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
05-17-10	Discussion.	
08-16-10	Discussion.	Memorandum.

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

Agenda Item: 7b

Meeting Date: 08/16/10

TITLE: DISCUSSION OF SAM'S BRANCH BID OPENING.

DESCRIPTION: Attached.

RELATED GOAL: Expand Leisure Opportunities and Arts Community

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
08-02-10	Discussion.	
08-16-10	Discussion.	Letter & Bid Tabulation.

TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET

Agenda Item: 9c

Meeting Date: 08/16/10

TITLE: TOWN CLERK

DESCRIPTION: Calendar of Events:

- Council Mtg – Monday, August 16, 2010 @ 7:30 PM
- Board of Adjustment Mtg – Wednesday, August, August 18, 2010 @ 6 PM
- Town Square Concert: Hip Pocket Band – Thursday, August 19, 2010 @ 7 PM
- ~~Planning Board Mtg – Monday, August 23, 2010 @ 7 PM - Cancelled~~
- Labor Day Holiday – Monday, September 6, 2010
- Council Mtg – **TUESDAY**, September 7, 2010 @ 7:30 PM
- 2010 Harvest Music Festival – September 15 – 19, 2010
- Board of Adjustment Mtg – Wednesday, September 15, 2010 @ 6 PM
- Town Square Concert: The Embers – Thursday, September 16, 2010 @ 7 PM
- Council Mtg – Monday, September 20, 2010 @ 7:30 PM
- Oktoberfest – Saturday, October 2, 2010, from noon to 10 PM, Town Square
- Council Mtg – Monday, October 4, 2010 @ 7:30 PM
- Clayton Library Board Mtg – Thursday, October 7, 2010, @ 4:30 PM, Hocutt Ellington Library, 100 South Church Street
- Clayton Band Classic – Saturday, October 16, 2010, Clayton High School
- Council Mtg – Monday, October 18, 2010 @ 7:30 PM
- Board of Adjustment Mtg – Wednesday, October 20, 2010 @ 7:30 PM
- St. Baldrick's Fundraising Event – Saturday, October 23, 2010, from 3 PM to 9 PM @ Flipside Restaurant on Lombard Street
- Planning Board Mtg – Monday, October 25, 2010 @ 7 PM
- Veteran's Day Holiday – Thursday, November 11, 2010
- Thanksgiving Holiday – Thursday, November 25, 2010 & Friday, November 26, 2010

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:
08-16-10

Action:
Information.

Info. Provided:
Calendar of Events.

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

Agenda Item: 10c

Meeting Date: 08/16/10

TITLE: HIGHLIGHTS OF THE JULY 2010 PLANNING BOARD MEETING.

DESCRIPTION: Attached as information; does not require Council action.

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

08-16-10

None.

N/A.