



Town of Clayton
Town Council Regular Meeting Minutes
Monday, September 16, 2024 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

Council Present:

Mayor Jody McLeod
Mayor Pro Tem Michael Sims
Council Member Porter Casey
Council Member Andria Archer
Council Member Gretchen Williams
Council Member Ruth Anderson*

**Joined Remotely*

Staff Present:

Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Dolores Gill, Deputy Town Manager
Lee Barbee, Deputy Town Manager
Robert McKie, Finance Director
Nathanael Shelton, Communication Director
Conrad Olmedo, Planning Director
Sam Johnson-Phillips, Deputy Town Clerk

Council Absent:

None

1. CALL TO ORDER

- a. Call to Order

Mayor McLeod called the meeting to order at 6:01 p.m.

- b. Pledge of Allegiance

Mayor McLeod led the Pledge of Allegiance.

- c. Invocation

Mayor McLeod provided the Invocation.

2. ADJUSTMENT OF THE AGENDA

- a. Town Manager Cappola provided the adjustment of the agenda to add closed session to discuss a Legal Matter in accordance with NC GS 143-318.11(a)(3) and to swap item 6b. UDO Text Amendments - UDO 2-24 with item 6d. Town of Clayton Strategic Plan to be heard in that order.

Approve or Adjust the Agenda

RESULT: CARRIED 5-0

MOVER: Michael Sims

SECONDER: Andria Archer

YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

3. **CONSENT AGENDA**

a. Minutes

- August 19, 2024 - Regular Session
- August 19, 2024 - Closed Session
- September 3, 2024 - Work Session
- September 3, 2024 - Regular Session
- September 3, 2024 - Closed Session

Presenter: Heidi Holland, Town Clerk

b. NCDOT Road Closure Request

Presenter: Amy Shearin, Community Events and Engagement Coordinator

Approve Consent Agenda as Presented

RESULT:	CARRIED 5-0
MOVER:	Michael Sims
SECONDER:	Andria Archer
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

4. **ADMINISTRATIVE ITEMS**

a. Clayton4U

Presenter: Nathanael Shelton, Communication Director

Mr. Shelton presented the latest episode of Clayton4U which focused on the difference between building inspections versus home inspections.

5. **INTRODUCTIONS AND SPECIAL PRESENTATIONS**

a. National Finance and Accounting Appreciation Week Proclamation

Presenter: Mayor McLeod To Present To Staff

Mayor McLeod read and presented the National Finance and Accounting Appreciation Week proclamation to the Finance Department. Mayor McLeod also read and presented the Certificate of Achievement to Robert McKie.

b. National IT Professionals Day Proclamation

Presenter: Mayor Pro Tem Sims To Present To Staff

Mayor Pro Tem Sims read the National IT Professionals Day proclamation.

c. Human Resources Professionals Day Proclamation

Presenter: Council Member Archer To Present To Staff

Council Member Archer read the Human Resources Professionals Day proclamation.

d. National Custodian Day Proclamation

Presenter: Council Member Williams To Present To Staff

Council Member Williams read and presented the National Custodian Day proclamation to the custodian department.

6. PUBLIC HEARINGS

a. 2023-202-ANX NCRR Industrial Development

Presenter: Conrad Olmedo, Planning Director

Mr. Olmedo provided highlights of an annexation petition request. The applicant is seeking annexation of +/- 72 acres of contiguous real property into the town limits of Clayton. It was reported that the property is located on the corner of 70 and NC 42 and it's currently in the ETJ. Mr. Olmedo informed the Council there would be a subsequent TRC review of a site plan for this development but that would not be part of this request. It was stated the current zoning is heavy industrial and the future land use map has it as an employment center.

Mayor Pro Tem Sims asked if this area was industrial, Mr. Olmedo responded in the affirmative and that it's a heavy industrial zoning district. Council Member Archer communicated gratitude to the applicant for their desire to join the Town of Clayton. Mayor McLeod noted this as a public hearing and asked if anyone wished to speak. With no one wishing to speak, Mayor McLeod turned it over to Council for their deliberation.

Adoption of Ordinance #2024-09-01

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Michael Sims
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

b. UDO Text Amendments - UDOTA 2-24

Presenter: Conrad Olmedo, Planning Director
Chad Meadows, Consultant CodeWright Planners

Mr. Meadows summarized the amendments found in the UDOTA 2-24. It was communicated there were 113 changes in the UDO. There were a series of nine procedural changes. It was stated there were a series of eight changes to the zoning districts.

- Type 3 Conditional Rezoning - Concept plan subject to vesting; does not run with the land
- DTNC - Removed height provision for corner buildings
- Mixed Use Development must comply with Mixed-Use Design Standards in chapter 6 (DTNC, DTNN, DTNT, MXD)
- MXD District - There is a maximum street setback, not a minimum street setback
- RLD District - Sidewalks may be required in certain areas
- Methods of Demonstrating Higher Quality Development for Type 3 Conditional Rezonings (landscaping, parking, traffic lights)
- Lot Coverage - Only areas under buildings or roofs = lot coverage; prior approvals subject to rules in effect when approved
- Off-Street Parking - May encroach into setbacks except in DTNC and DTNT

It was communicated to Council the nine changes to Uses:

- Parking and Shipping Uses - permitted by right in PUB
- Vehicle Towing or Storage - Allowed in CZC
- Bungalow Court - Requires Type B (not Type C buffer)
- Single Family Attached - All lots in Downtown districts less than 50 feet wide must be rear loaded
- Secondary Structures - some permitted in front of principal dwelling when lot is 2 acres in size or more; requires doubled front setback
- Push carts added to mobile restaurants; removes separation from schools, churches, cemeteries
- RV Parking - Removed from CRM, LID, HID, CZC, CZI
- Vehicle Towing or Storage - Added as a secondary use, subject to same standards applied to principal use
- Outdoor dining may take place on an adjacent lot, but if so, not credited towards open space set-aside standards

It was communicated to Council the three changes to the Infrastructure:

- Placement of features within an easement requires prior approval from easement holder
- Easements are permitted features in passive and active open space set-asides
- Potable water & sanitary sewer minimum connection distances are measured as straight lines from point-to-point

Shared with Council were the 25 changes to the Development Standards chapter:

- Clarifies applicability of access & circulation standards for redevelopment (increase by 50% or more of floor area, use area, provided parking)
- Single Family Attached
- Increase min. driveway depth for single family detached from 20 to 25 feet
- Driveway spacing

- Setbacks from Alternative Access are same as street setback; Engineering Director may allow alternative accessway of 30 feet (down from 50')
- Driveways
- Parking Lot Cross Access
- Mixed Use standards applied to all principal buildings in a mixed-use development
- Bike Lanes in Mixed Use developments
- Mixed Use parking location
- Mixed Use weather protection
- Multi-Family Buildings must be parallel to street when within 100 feet of street
- Multi-Family Building Facade Elements
- Multi-Family Building Articulation
- Clarifies maximum building height
- Limit use of gates across accessways serving multi-family
- Clarifies non-residential design standards
- Non-Residential building articulation features
- Non-Residential outparcels on street corners
- Large format retail structures may utilize allowable alternatives to transparent windows and doors
- Residential design guidelines apply to triplexes & quadplexes
- Remove limits on concrete foundations
- Distinctly different requirements for SFD reduced from 6 to 4
- Lighting plans shall be prepared by a lighting professional
- Additional provisions allowing gravel to be used for surface parking

Changes in the Definition section:

- Mid-block Alley
- Vehicle Towing or Storage

It was communicated to Council that on August 26, 2024 the Planning Board considered the following revisions:

- Revise the maximum height of multi-family buildings within 100' of an existing single-family detached or attached residence to be two stories or up to 24 feet (up from 18 feet) in height
- Continue to integrate "enhancements" guidance language for Type 3 conditional rezonings in UDOTA3-24
- Explore further limits to driveway entrances for developing lots along arterial streets in UDOTA3-24 (to protect road capacity)

Some of additional amendments based on the September 3, 2024 work session, discussion mentioned were:

- Clarify that neighborhood meetings must be conducted no more than 60 days before application submittal

- Clarify that annexation petitions do not require neighborhood meetings (though Town Council may still require one if they desire)
- Clarify the rules for public notice regarding annexations petitions
- Add to gravel parking lot surfacing rules to permit Aggregate Base Course (ABC) gravel or other configuration as an alternative to 4 inches of #57 stone (subject to Engineering Director approval)
- Limit the ability to establish vehicle towing or storage as a principal use except in CZC or CZI. It may be permitted by right as a secondary use (LID, HD, CZC, CZI)

Mayor McLeod noted this as a public hearing and asked if anyone wished to speak. With no one wishing to speak, Mayor McLeod turned it over to Council for their deliberation.

Adoption of Ordinance #2024-09-02 and Consistency Statement

RESULT:	CARRIED 5-0
MOVER:	Michael Sims
SECONDER:	Andria Archer
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

c. **Town of Clayton Downtown Plan**

Presenters: Conrad Olmedo, Planning Director and Dan Lambert, McAdam's LLC

Mr. Olmedo provided an overview of the Town of Clayton Downtown Plan. Consultant Dan Lambert from McAdam's LLC was present. They have been working on this plan for at least over a year. It was stated there has been a significant amount of public engagement, discussions with the Downtown Development Advisory Board, Planning Board and with Council at the work sessions.

Mr. Lambert provided highlights of the final Clayton Downtown Plan presentation. It was stated the Downtown Plan itself has a couple of items that are new to the general public in terms of the land use within the central downtown core. Two new districts mentioned that were added were the Historic Downtown Core District and the Downtown Development District. The Historic Downtown Core district is the central focus, and the heart of Clayton is known today. The intention of this district is to preserve the historic small-town character of Downtown Clayton through the addition of protective language to the UDO for existing properties of historic significance and the establishment of architectural guidelines for new development and redevelopment within the district. It was stated that the future land use plan presents as a variation on what is in the comprehensive land use plan, with some of the adaptations of what they came up with as a result of their planning process, including those two new categories. Mr. Lambert mentioned the Downtown Development district is the remainder of the expanded Downtown Core outside of the Historic

Downtown Core district. The intention of this district is to concentrate density in new development within Downtown to minimize the gentrification impact on surrounding neighborhoods. Also, just as with the Historic Downtown Core, establishment of architectural guidelines helps to keep the character of Downtown Clayton intact while adapting to future growth pressures.

Traffic, Transportation, and Parking Recommendations

Near Term (0-4 years):

- Add a 125 - foot eastbound left-turn lane on Main Street at O'Neil Street
- Add a 125-foot westbound right-turn lane on Main Street at O'Neil Street
- Traffic improvements on Main St including turn lanes.
- Better maintain pedestrian focus to not widen streets within downtown Clayton.
- Reduce the speed limit to 25 mph on Main Street from Stallings Street to Robertson Street.
- Incorporate a four-way stop at the intersection of Main Street + Moore Street.
- close the North Carolina Railroad crossing at Church Street
- Hire commuter rail planning consultants to study best possible location(s) for a commuter rail station in or near downtown Clayton
- continue to pursue BRT opportunities on US 70 BUS as well as bike/ped connectivity to downtown
- perform a formal Downtown Parking Study using projections derived from the land use and development patterns recommended in this Downtown Plan.
- to establish an agreement with NCCR to allow First Street and Front Street parking and pedestrian improvements,
- Design + construct First Street and Front Street and pedestrian improvements,
- Construct a need and feasibility study for surface and structure parking to identify possible sites, triggers for development of each and cost factors for implementing each
- Add funding line item to budget and Capital Improvements Plan to begin accruing necessary funds to implement either parking solution

Mid Term (6-11 years):

- Add a 75-foot eastbound left-turn lane on Main Street at Robertson Street
- Add a 100-foot westbound left-turn lane on Main Street at Robertson Street
- Add a 50-foot westbound left-turn lane on Main Street at Smith Street
- Realign Stallings Street to North of Railroad Corridor, Closing the railroad crossing as Stallings Street
- Establish a three-route network of micro-transit including the Green Route (Barber Mill + North O'Neil), Gold Route (US 70, and Pink Route NC 42)

- Acquire property for implementation of recommended long-term parking solution based on need and feasibility study

Long Term (10 years +):

- Develop Main Street into more of a 'complete street'
- Acquire property for implementation of recommended long-term parking solution based on need and feasibility study
- Design + construct preferred parking solution (Surface Lots or Structure)

Bicycle and Pedestrian Improvement Recommendations

Near Term (0-5 years):

- (from 2022 Clayton Pedestrian Plan) Pedestrians at Signalized Intersections: install pedestrian signal heads, provide adequate pedestrian crossing time
- Design + Construct Priority Project #2 (from 2022 Clayton Pedestrian Plan): Main Street Pedestrian Improvements from Moore Street to Central Street
- Design + Construct Project #7 (from 2022 Clayton Pedestrian Plan): East Coast Greenway Completion: Downtown Clayton Feasibility Study
- (from 2022 Clayton Pedestrian Plan) Improves signage identifying parking as the Clayton Center and the route to Main Street
- Study, Design + Construct a grade separated pedestrian rail crossing including a greenway tunnel at Lombard Street to connect Main Street to the East Coast Greenway, creating a designated rail crossing for greenway traffic
- Plan, prioritize, design + construct consistent greenway scale walkway access along the length of the rail corridor through Downtown Clayton making connections to all pedestrian crossings of the rail corridor and improving access to Municipal Park from all parts of the Downtown Core
- (from CAMPO LAPP Program) Design + Construct East Main Street Sidewalk Connector from Central Street to US 70 Business
- (from CAMPO LAPP Program) Design + Construct the Mountain to Sea (MTS) Greenway Trail, also known as the Cross-Clayton Connector. This is included in the Move Clayton Transportation Plan as Priority Project #1: Robertson Street Sidewalk Gaps and Crossing Improvements from Clayton High School to Main Street
- (from CAMPO LAPP Program) Close approximately 900-foot-long sidewalk gap on Stallings Street from Crawford Parkway to McCullers Street to provide a more direct connection to the residents on Crawford Parkway to Municipal Park
- (from 2022 Clayton Pedestrian Plan): Implement Pedestrian Intersection Guidance at Signalized Intersections
- (from 2022 Clayton Pedestrian Plan): Implement Pedestrian Traffic Signal Enhancements

- Study Main Street Corridor for Potential to Incorporate Mid-Block Crossings under the NCDOT Action Plan
- Incorporate Funding for Sidewalk Gap Closures + Crossing Improvements
- Establish Priority List of Sidewalk Gap Closures + Crossing Improvements
- Seek Alternative Funding Sources for On-Street Connections such as bike lanes or shared lane markings to Area Greenways + East Coast Greenway Completion through Downtown Greenway Completion
- (from 2022 Clayton Pedestrian Plan): Form Active Transportation Advisory Committee (ATAC) + Include Downtown Representation
- (from 2022 Clayton Pedestrian Plan): Become Designated as a Walk Friendly Community
- (from 2022 Clayton Pedestrian Plan): Contract Planning + Design Services for an Integrated Branding, Signage + Wayfinding System
- Erect Decorative/Protective Fencing Along Rail Corridor Along First Street + Front Street for Full Length of Downtown Corridor from Atkinson Street to Central Street Restricting Crossings
- Improve Pedestrian Facilities at Railroad Crossings Including Controlled Access Control Measures
- (from 2022 Clayton Pedestrian Plan): Contract Planning + Design Services for an Integrated Branding, Signage + Wayfinding System

Mid Term (6-10 years):

- (from 2022 Clayton Pedestrian Plan) Construct Parking Lane/Enhancement Zone improvements including curb extensions, parklets, bicycle corrals, etc. in the pavement width typically used for on-street parallel parking
- (from 2022 Clayton Pedestrian Plan) Design + Construct Sidewalks Connecting First Street to Main Street, between Fayetteville Street and Church Street
- (from 2022 Clayton Pedestrian Plan) Design + Construct Sidewalks Connecting First Street to Main Street, between Church Street and Home Square
- Improve Pedestrian railroad crossings at Robertson Street, O'Neil Street, and Central Street. Based on traffic counts at the railroad crossings, these intersections are the most used by pedestrians
- Study, Design + Construct pedestrian facility connections from Main Street at Robertson Street to the proposed greenway tunnel under the railroad, connecting the tunnel to the existing sidewalk on Main Street at Robertson Street

Long Term (10 years +):

- (from 2022 Clayton Pedestrian Plan) Construct Parking Lane/Enhancement Zone improvement including curb extensions, parklets, bicycle corrals, etc. in the pavement width typically used for on-street parallel parking

- (from 2022 Clayton Pedestrian Plan) Design + Construct Sidewalks Connecting Second Street to Main Street, between Lombard Street and Smith Street
- Plan, Prioritize, Design + Construct Consistent sidewalk access to primary destinations + main attractions in Clayton that are within walking distance of the public parking provided downtown including:
 - Downtown Clayton (Main Street)
 - Clayton High School
 - Town Hall and The Clayton Center
 - Hokus-Ellington Library
 - US Post Office on Front Street
 - Municipal Park
- Implement Parking Lane/Enhancement Zone Concept throughout Downtown Core Area
- Implement + Construct Integrated Branding, Signage + Wayfinding System

Downtown Events and Programming Recommendations

Near Term (0-5 years):

- Identify Preferred Location for Construction of a Permanent Public Restroom Building for Year-Round Event and Public Use
- Add Funding Line Item to Annual Budget to Reserve Funds for Construction, Maintenance, and Security Patrol of Permanent Public Restroom Building and Related Infrastructure
- Add Funding Line Item to Annual Budget to Reserve Funds for Construction of Permanent Pavilion Structure(s) and Infrastructure
- Study Vendors from Current + Prior Farmers' Markets and Identify Gaps in Offerings to Customers
- Study if Downtown Events involving performances can be moved to Municipal Park or if a new stage should be constructed elsewhere
- Identify Available Location for Expanded Concert Series Including Different Venues at Different Scales
- Work with Other Series Such As Family Movie Night to Fill Empty Slots in Schedule with Regular Functions
- Work with Cultural Arts Department and The Clayton Center to Book Complimentary Performance Events
- Actively Seek a Variety of Vendors, Craftsmen, Artisans + Artist to Contract Spaces at the Farmers' Market
- Create a new position or empower an existing position to coordinate downtown events and their planning

Mid Term (6-10 years):

- Identify Preferred Location for Permanent Pavilion Structure(s) for Year-Round Market Use

- Contract, Plan, Design + Construct Farmers' Market Pavilion Structure(s) + Infrastructure
- Actively Seek Larger and More Frequent Events through Target Marketing Campaigns

Long Term (10 years +):

- Contract, Plan, Design + Construct Permanent Public Restroom Building + Related Infrastructure

Infrastructure Improvement Recommendations

Near Term (0-5 years):

- Utilizing the Downtown Stormwater Analysis Study (anticipated completion in late 2024), identify capacity needed and trigger points at which expansion of the needed capacity would occur at anticipated plan growth rates
- Contract a Water and Wastewater Analysis Study to identify capacity needed and identify need for new treatment facilities and locations for them as well as trigger points at which expansion of the needed capacity would occur at anticipated plan growth rates
- Contract an Electrical Service Capacity Analysis Study to identify capacity needed and identify need for new supply and transmission facilities and locations for them as well as trigger points at which expansion of the needed capacity would occur at anticipated plan growth rates
- Establish plan and funding for integrated utility network information to be created, populated, and updated in a format that works well with design firms working within the Town (such as a BIM system) as well as unification and consolidation of GIS data
- Pursue utility conversion from overhead to underground to alleviate visual clutter and to reduce conflicts

Unified Development Ordinance (UDO) Text Revisions Recommendations

Near Term (0-5 years):

- Section 1.8: Review Authorities: To establish authority for enforcement of architectural guidelines in the Historic Downtown Core District (HDTCC), a review board and its review authority and process needs to be established within section 1.8
- Section 1.11: Vested Rights: For properties entitled to lesser densities, particularly in the newly established Downtown Development District (DTDD)
- Section 2.2: Application Summary Tables: Include new district classifications in all application process language including any variation specific to the new districts and their criteria

- Section 2.3: Application Types: For properties entitled to lesser densities, particularly in the newly established Downtown Development District (DTDD)
- Section 2.4: Review Procedures: Include review procedure(s) for Historic Downtown Core Architectural Review
- Section 3.2: Conventional Zoning Districts: Add language for two new zoning districts, DTDD and Historic Downtown Core District (HTDC), and revisit language for Downtown Core (DTNC) with it being parsed into two new districts
- Section 3.4: General Dimensional Standards: Add language for two new zoning districts, DTDD, HTDC, and revisit language for DTNC with it being parsed into two new districts
- Section 3.8: Zoning Map: Revise Zoning Map to reflect Future Land Use Map recommendations from the Downtown Plan including two new classifications
- Chapter 5: Nonconformities: Revise each section within this chapter to reflect the restrictive requirements of the new HTDC such that it incentivizes the redevelopment of properties that do not match the intended preserved and enhanced character of the district
- Section 6.2: Design Standards and Guidelines: Contract development of architectural and design standards and guidelines for the new HTDC and DTDD

Council Member Archer stated this has been thoroughly vetted and expressed thanks to Mr. Lambert. Council Member Casey stated he liked the historic preservation elements of the plan and the new buildings mold and blend well with the current historic buildings in the community. Council Member Casey asked the Town Manager for an update on the stormwater study. Council Member Casey expressed thanks to Mr. Lambert, Staff and to the community for the feedback.

Mayor McLeod noted this as a public hearing and asked if anyone wished to speak. With no one wishing to speak, Mayor McLeod turned it over to Council for their deliberation.

Adoption of Ordinance #2024-09-03 and Consistency Statement

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

- d. Town of Clayton Strategic Plan
Presenter: Dobres Gill, Deputy Town Manager

Mrs. Gill presented the proposed adoption of the new Clayton Strategic Plan.

- November 2023 - Sought consultant firms to engage the Town of Clayton in the development of a Town Strategic Plan for the next 3 to 5 years.
- December 2023 - Engaged Raftelis Consulting Strategic Planning Services
- December 2023 - Understanding the Context
- January- February 2024 - Engaged Stakeholders
- March 2024 - Gathered Input and Finalized the Strategic Framework
- May 2024 - Strategy, Alignment and Measurement
- July 2024 - Final Deliverables and Accountability Guidelines

It was communicated to Council that one of the important parts of the process was their involvement in setting the framework and setting their priorities. It was stated that there were major activities throughout the entire process.

- Data Reviews
- Employee and Public Surveys
- Town Council Visioning Workshops
- Town Staff Strategic Planning Sessions
- Stakeholder Engagement Focus Group Meetings
- Town Staff Implementation Workshops to include KPI's (Key Performance Indicators)
- Submission of a Town of Clayton Environmental Scan
- Finalization of a Town of Clayton Strategic Plan
- Dashboard development for external and internal reporting

Mrs. Gill discussed the Key Focus Areas and stated these were worked through in February and were further supported with the staff and the community:

- Vibrant Downtown
- Desirable Amenities and Spaces
- Sustainable Infrastructure Investment
- Mobility, Transportation, and Transit
- Diversified Economic Development
- Community Outreach and Engagement
- Public Safety

It was communicated to Council that a deeper dive was taken to look at the strategies. Mrs. Gill provided a synopsis of those and showed an example of what the Town of Clayton's Strategic Plan would look like.

Council was made aware of what would be the next steps. The next step would be the adoption of the beginning roll out phase. It was reported that the Executive Team is reviewing the documents for KPI's and Alignment now. Also, managers are working with each department to create operational plans and to bring the strategies to life. They would continue to meet monthly for priority work group sessions and would be trained on the dashboard that was developed in

December. It was stated that these strategies would be formally implemented at the beginning of Quarter 2.

Council Member Archer thanked Mrs. Gill, staff, and Council and acknowledged the amount of work that went into this. Mayor McLeod agreed and commended and extended kudos to Council for being a visionary and realizing that this is a three-to-five-year plan.

Adoption of Ordinance #2024-09-04

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Michael Sims
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

7. QUASI-JUDICIAL HEARING

8. OLD BUSINESS

9. NEW BUSINESS

10. STAFF REPORTS

a. Town Manager

Mr. Cappola commended Council on two major milestones that were voted on this evening. It was stated the Downtown Master Plan would be a big focus over the coming years. He also expressed thanks to Mr. Olmedo, the Planning Department, and the many before him that provided content and commentary. Mr. Cappola also acknowledged and extended a congratulations to Deputy Town Manager Gill for her hard work.

b. Town Attorney

c. Town Clerk

d. Other Staff

11. OTHER BUSINESS

a. Informal Discussion & Public Comment

Mr. Grannis read a letter to Council and stated a copy would be provided. Mr. Grannis resigned from his position as the Town of Clayton Representative of ElectriCities Organization, his last official day would be November 30, 2024.

Mayor McLeod stated that Mr. Grannis has been a tremendous supporter of the Town of Clayton in both prior and current elected official capacity as a representative for ElectriCities on their board and on the rate commission.

Mayor McLeod communicated that Mr. Grannis' expertise has been tremendously appreciated by the Council and by the Administrative Staff and by the Town of Clayton. Mayor McLeod expressed gratitude to Mr. Grannis.

Mr. Holland, President of My Forever Home, presented highlights of the non-profit specialized housing community. The homes are projected to go up in late 2025. Mayor McLeod expressed thanks to Mr. Holland and his organization.

Mr. Scarpa, a Clayton resident, commended Mr. Grannis on his eloquent resignation letter and suggested a day be named after Mr. Grannis.

b. Council Comments

Council Member Casey thanked Town Staff, Downtown Development Association, and the community on a successful Second Annual Clayton Barbecue Challenge. There were 30 competition teams with over 1,000 people in attendance.

Mayor Pro Tem Sims expressed thanks to the Chamber, Mrs. Dana Wooten, and her staff for the event that was put on for the First Responders. It was stated the event was outstanding and well attended. Mayor Pro Tem Sims expressed thanks to Mr. Grannis and stated he is the epitome of public service.

Council Member Archer thanked Mr. Holland for coming out and for all he is doing. Council Member Archer provided the website to Mr. Holland's non-profit organization: www.myforeverhomenc.com.

12. CLOSED SESSION

- a. To Discuss Personnel Matter in Accordance with NC GS 143-318.11 (a)(6) and To Discuss Purchase of Real Property in Accordance with NC GS 143-318.11 (a)(5)

Motion To Go Into Closed Session

RESULT:	CARRIED 5-0
MOVER:	Michael Sims
SECONDER:	Porter Casey
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

Motion To Return To Open Session

RESULT:	CARRIED 5-0
MOVER:	Porter Casey

SECONDER:	Michael Sims
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

13. ADJOURNMENT

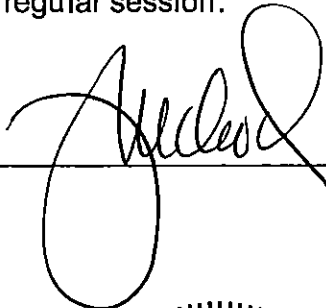
a. Adjourn

With nothing further, the meeting was adjourned at 8:55 p.m.

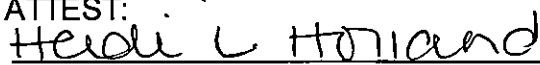
Motion To Adjourn

RESULT:	CARRIED 5-0
MOVER:	Porter Casey
SECONDER:	Michael Sims
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

Duly adopted this 7th day of October 2024, while in regular session.



Jody L. McLeod
Mayor

ATTEST:


Heidi L. Holland, CMC, NCCMC
Town Clerk

