



**Town of Clayton
Regular Town Council Meeting Agenda
Monday, June 15, 2020 @ 6:00 PM**

**ANY PUBLIC COMMENT SHOULD BE FORWARDED TO THE
TOWN CLERK NO LATER THAN NOON THE DAY OF THE MEETING.
PLEASE INCLUDE YOUR NAME & ADDRESS. ALL RECEIVED
PUBLIC COMMENTS WILL BE READ INTO THE RECORD BY THE
TOWN CLERK.**

EMAIL: KMOFFETT@TOWNOFCLAYTONNC.ORG

**THE TOWN OF CLAYTON WILL FOLLOW GUIDELINES FROM THE CENTERS FOR DISEASE
CONTROL AND THE NORTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES
WITH REGARD TO SOCIAL DISTANCING.**

BELOW PLEASE FIND CHANGES TO THE COUNCIL MEETING FORMAT:

- **THE JUNE 15, 2020 CLAYTON TOWN COUNCIL MEETING WILL BE HELD REMOTELY.**
- **THE COUNCIL CHAMBERS WILL BE CLOSED TO THE PUBLIC.**
- **ANY PUBLIC COMMENT SHOULD BE FORWARDED TO THE TOWN CLERK NO LATER
THAN NOON THE DAY OF THE MEETING. PLEASE INCLUDE YOUR NAME AND
ADDRESS. PUBLIC COMMENT WILL BE READ INTO THE RECORD BY THE TOWN
CLERK.**

EMAIL: KMOFFETT@TOWNOFCLAYTONNC.ORG

THE PUBLIC MAY VIEW THE LIVE COUNCIL MEETING ON THE TOWN'S YOU TUBE CHANNEL:

<http://www.youtube.com/c/TownofClaytonNC1869>

1. CALL TO ORDER

Pledge of Allegiance and 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. **Resolutions Authorizing Johnston County and Wake County To Collect Taxes
on Behalf of Town of Clayton**
[Resolution #2020-19 \(Johnston County\)](#)
[Resolution #2020-20 \(Wake County\)](#)
- b. **Warranty Acceptances**
 - **Cameron Crossings Subdivision - Phase I (Utility)**

- Cameron Crossings Subdivision - Phase I (Partial Streets)
- Umstead Subdivision - FINAL

[Cameron Crossings Phase I - Utility](#)

[Cameron Crossings Phase I - Partial Streets](#)

[Umstead Subdivision - FINAL](#)

- c. June 1, 2020 DRAFT Minutes - Regular Session
[June 1 2020 DRAFT Minutes](#)

POTENTIAL ACTION: Adoption of Consent Agenda as Presented

4. ADMINISTRATIVE ITEMS

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

6. PUBLIC HEARINGS

- a. Presentation of FY '20-'21 Budget
Presenter: Adam Lindsay, Town Manager
There will be several options available to anyone wishing to share their comments and thoughts.
- **PRIOR TO THE HEARING:** You may provide your written comments to the Town Clerk via email kmoffett@townofclaytonnc.org or via phone at 919-553-5002. All comments must be received no later than 12:00 noon on 6/15/20. All comments received will be read into the record during the hearing.
 - **DAY OF THE PUBLIC HEARING:** You are invited to speak live during the Public Hearing. If you wish to do so, please contact the Town Clerk via email kmoffett@townofclaytonnc.org or via phone at 919-553-5002, no later than 12:00 noon on 6/15/20 to be provided with the log on information to join the meeting.
 - **AFTER CLOSING PUBLIC HEARING:** Following the closing of the hearing, an additional 24 hour period will be provided to share comments. You are asked to contact the Town Clerk via email kmoffett@townofclaytonnc.org or via phone at 919-553-5002, no later than midnight on 6/16/2020. All comments received will be read into the record at the RECESSED meeting; which will be held on Thursday, June 18, 2020 at 6:00 p.m.

[Newspaper Ad](#)

[Ordinance -Budget FY 20-21docx](#)

[Ordinance - Fees/ Rates 20-21](#)

[Comprehensive Fee Listing Proposed FY20-21](#)

POTENTIAL ACTION: Hold Public Hearing to Receive Input Regarding Proposed Budget

POTENTIAL ACTION: Recess Meeting Until June 18, 2020 at 6:00 p.m.

7. OLD BUSINESS

8. NEW BUSINESS

- a. Year End Budget Amendments
Presenter: Robert McKie, Finance Director
[Cover](#)
[General Fund Yearend Closeout Budget Amendment](#)
[Water Sewer Yearend Closeout Budget Amendment](#)
[Electric Fund Yearend Closeout Budget Amendment](#)
[FCIA Lift Station Budget Amendment](#)
[Neuse River Water Reclamation Budget Amendment](#)

[Northside Substation Budget Amendment](#)

POTENTIAL ACTION: Adoption of Ordinance #'s 2020-06-03; 2020-06-04; 2020-06-05; 2020-06-06; 2020-06-07 & 2020-06-08

9. STAFF REPORTS

- a. Town Manager
- b. Town Attorney
- c. Town Clerk
- d. Other Staff
 - Outdoor Dining Information/Update
Presenters: Samantha Wullenwaber, Planning Director & Patrick Pierce, Economic Development Director
 - State Library of NC Grant - Active Reading Experiences
Presenter: Joy Garretson, Library Director

[Cover](#)

[Award Letter](#)

[Grant Project Description](#)

10. OTHER BUSINESS

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

11. CLOSED SESSION

- a. Closed Session Pursuant to NCGS 143-318.11(a)1 & 6
POTENTIAL ACTION: Motion to Go Into Closed Session

12. RECESS THE MEETING

- a. Recess the Meeting
POTENTIAL ACTION: Motion to Recess Meeting to June 18, 2020 at 6:00 p.m.

**TOWN OF CLAYTON
RESOLUTION AUTHORIZING THE JOHNSTON COUNTY TAX
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 Johnston County Tax Administrator is hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the Office of the Johnston County Tax 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 2020, while in regular session.

Jody McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

**TOWN OF CLAYTON
RESOLUTION AUTHORIZING THE WAKE COUNTY TAX 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 Tax Administrator is hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the Office of the Johnston County Tax 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 2020, while in regular session.

Jody McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



TOWN OF CLAYTON
Engineering & Inspections
111 E. Second St., P.O. Box 879
Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

MEMORANDUM

To: Kimberly Moffett, Town Clerk

From: Andy Simerman, Construction Project Administrator

Copy: Mike Jones – Terramor Homes
Brad Hart – Withers and Ravenel
Lori Bryant, Development Services Coordinator

Date: June 8, 2020

Subject: Cameron Crossings Subdivision - Phase I

Please place a pre warranty acceptance request for the referenced public sanitary sewer and water utilities on the next available agenda. Record drawings have been reviewed and accepted. Following acceptance, the sanitary sewer and water will be subject to a one-year warranty period. Following the warranty period, a final inspection will be done and all deficient items corrected prior to final acceptance.



TOWN OF CLAYTON
Engineering & Inspections
111 E. Second St., P.O. Box 879
Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

MEMORANDUM

To: Kimberly Moffett, Town Clerk

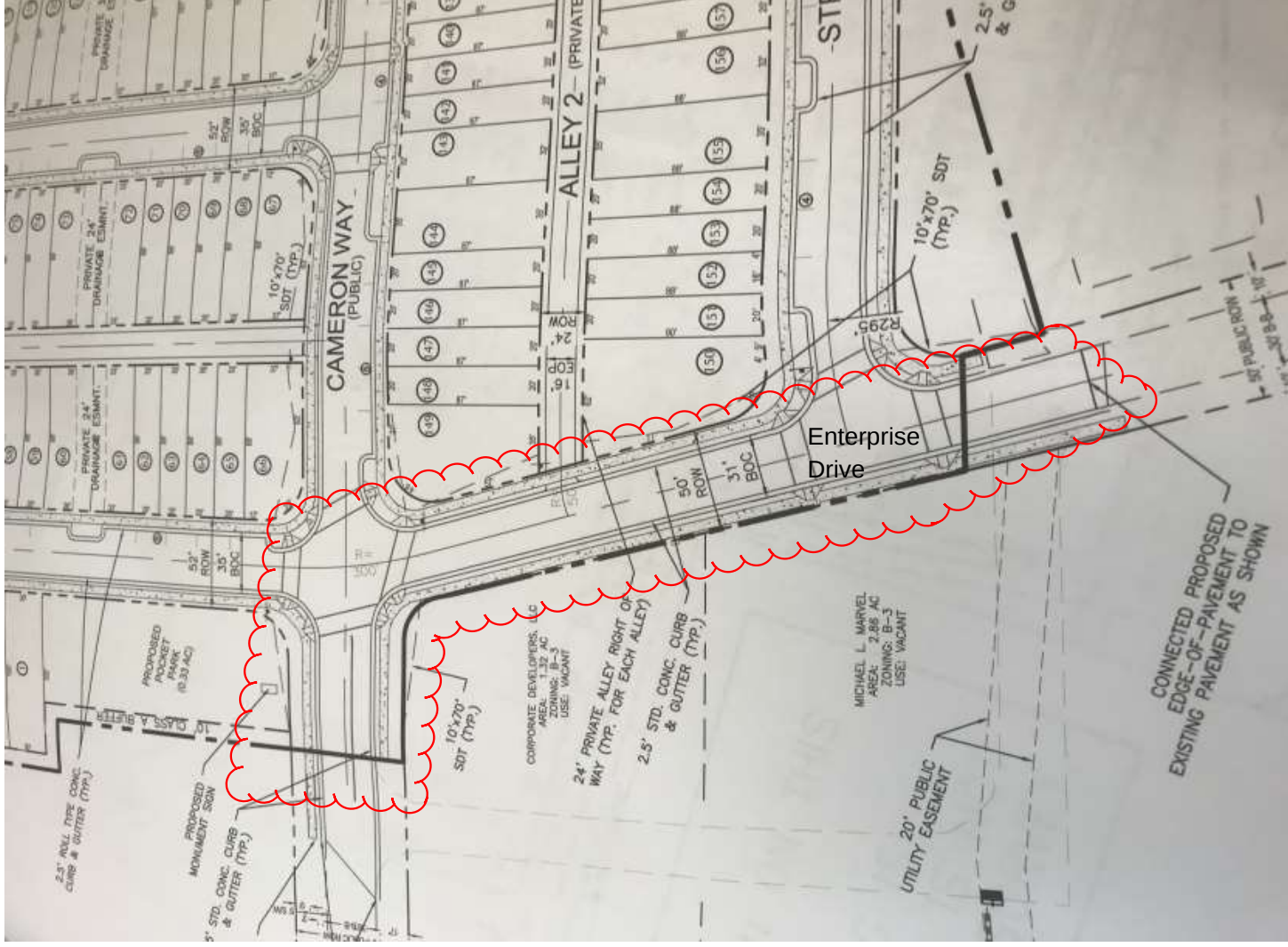
From: Andy Simerman, Construction Project Administrator

Copy: Mike Jones – Terramor Homes
Brad Hart – Withers and Ravenel
Lori Bryant, Development Services Coordinator

Date: June 8, 2020

Subject: Cameron Crossings Subdivision - Phase I –Cameron Way and Enterprise Drive per the attached drawing.

Please place a pre warranty acceptance request for the referenced public streets, curbs, sidewalks, storm water utilities and easements on the next available agenda. Record drawings have been reviewed and accepted. Following acceptance, the public streets, curbs, sidewalks, storm water utilities and easements will be subject to a one-year warranty period. Following the warranty period, a final inspection will be done and all deficient items corrected prior to final acceptance.





TOWN OF CLAYTON
Engineering & Inspections
111 E. Second St., P.O. Box 879
Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

MEMORANDUM

To: Kimberly Moffett, Town Clerk

From: Andy Simerman, Construction Project Administrator

Copy: Jonathan Barnes, Dalton Engineering and Associates
Jay Johnson, JSJ Builders
Lori Baker, Development Services Coordinator

Date: June 10, 2020

Subject: Umstead Subdivision

Please place a final acceptance request for the referenced public sewer and water on the next available agenda.

If further information or clarification of the comments is required, you may contact my office at 919-553-5002 x. 5611.



Town of Clayton
Regular Town Council Meeting Minutes
Monday, June 1, 2020 @ 6:00 PM
Remote Meeting via Zoom

COUNCIL PRESENT:

Mayor McLeod
Mayor Pro Tem Thompson
Council Member Grannis
Council Member Holder
Council Member Bunn
Council Member Everett

STAFF PRESENT:

Adam Lindsay, Town Manager
Nancy Medlin, D/Town Manager
Katherine Ross, Town Attorney
Kimberly Moffett, Town Clerk
Heidi Holland, D/Town Clerk
Rich Cappola, Public Services Director
Robert McKie, Finance Director
Lee Barbee, Fire Chief
Joy Garretson, Library Director
Ann Game, Customer Service Director
Stacy Beard, Communications Director

COUNCIL ABSENT:

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Mayor McLeod called the meeting to order at 6:00 p.m. He led everyone in the Pledge of Allegiance and offered 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) Resolution - Utility Policy
- b) Draft Minutes
 - May 18, 2020 - Regular Meeting

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Holder

Second: Mayor Pro Tem Thompson

Vote: Unanimous (Roll Call Completed by Town Clerk)

4 ADMINISTRATIVE ITEMS

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

6 PUBLIC HEARINGS

7 OLD BUSINESS

- a) 2019-243-OA - Code of Ordinance Amendment - Chapter 400 - Access
Presenter: Samantha Wullenwaber, Planning Director

A public hearing was held for this item on May 18, 2020. Since that time no additional public comments were received. Ms. Wullenwaber provided a brief overview of the proposed amendment.

There were no questions for staff.

ACTION: Adoption of Ordinance #2020-06-01 with Option of Waiver

Motion: Council Member Grannis

Second: Council Member Bunn

Vote: Unanimous (Roll Call Completed by Town Clerk)

8 NEW BUSINESS

- a) Budget Amendment Ordinance - State Grant and Friends of the Library Donation
Presenter: Robert McKie, Finance Director

Mr. McKie provided information regarding additional revenues received from Friends of the Library and a grant from the State. These funds will be used to cover expenses related to COVID-19.

ACTION: Adoption of Ordinance #2020-06-02

Motion: Council Member Grannis

Second: Council Member Holder

Vote: Unanimous (Roll Call Completed by Town Clerk)

9 STAFF REPORTS

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

10 OTHER BUSINESS

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

Council Member Grannis offered his thanks and appreciation for concern regarding his recent illness.

11 ADJOURNMENT

a)

Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 6:15 p.m.

ACTION: Motion to Adjourn

Motion: Council Member Holder

Second: Council Member Grannis

Vote: Unanimous

Duly adopted this the 15th day of June, 2020 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

June 1, 2020
Minutes

PUBLIC NOTICE

In accordance with NC GS 159-12(b), the Clayton Town Council will hold a REMOTE public hearing on Monday, June 15, 2020 at 6:00 PM to receive public comment on the proposed 2020-2021 fiscal year budget for the Town of Clayton.

A copy of the proposed budget is on file in the Town Clerk's office at Town Hall, 111 East Second Street.

This is an open meeting and citizens are invited to submit their comments to the Town Clerk via email:

kmoffett@townofclaytonnc.org.

Comments received by 12:00 noon the day the hearing will be read into the record. Additionally, if someone wishes to speak during the meeting they are asked to contact the Town Clerk prior to 12:00 noon the day of the meeting to be provided with required information. There will be an additional 24 hour period following the hearing for comments to be submitted. Any comments received during this time will be shared with the Town Council.

Kimberly A. Moffett, CMC, Town Clerk

919-553-5500

Town of Clayton
Fiscal Year 2020-2021
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 2020 - 2021 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, 2020 and ending June 30, 2021 in accordance with the chart of accounts heretofore established for this town:

General Government	2,158,842
Financial Services	805,448
Community Development Services	703,511
Economic Development	31,528
Data and Technology Services	1,249,565
Public Information	197,628
Customer Service	21,054
Law Enforcement	6,041,188
Fire Protection	4,416,599
Public Works	9,268,680
Parks & Recreation Services	3,669,523
Cultural & Performing Arts	621,883
Library Operations	756,174
Debt Service	1,812,598
Total	31,754,221

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

REVENUES PENDING

Ad Valorem Taxes	16,477,186
State Shared Revenues	6,188,551
Intergovernmental	2,620,168
Permits & Fees	1,394,218
Sales & Services	2,823,644
Grants & Donations	1,703,506
Other Financing Sources	0
Miscellaneous	494,298
Fund Balance/Cap. Reserve	52,650

Total	31,754,221
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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, 2020 and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Non-Departmental	5,713,074
Operations	6,969,698
Preventive Maintenance	1,442,472
Wastewater Treatment Plant	4,398,964
Debt Service	1,335,492
Capital Outlay	4,622,775
Inter-Departmental	1,864,887
Total	26,347,362

Section 4. It is estimated that the following revenues will be available in the Water/Sewer Fund for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

REVENUES PENDING

Permits & Fees	3,583,638
Sales & Services	16,802,424
Grants & Donations	0
Other Financing Sources	5,952,500
Miscellaneous	8,800
Fund Balance/Cap. Reserve	0
Total	26,347,362

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, 2020 and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Non-departmental	24,503
Administration	337,491
Operations	12,343,340
Debt Service	579,396
Capital Outlay	1,522,953
Inter-departmental	1,004,974
Total	15,812,657

Section 6. It is estimated that the following revenues will be available in the Electric Fund for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

REVENUES PENDING

Permits & Fees	465,600
Sales & Services	14,272,207
Grants & Donations	0
Other Financing Sources	1,000,000
Miscellaneous	55,500
Fund Balance/Cap. Reserve	19,350
Total	15,812,657

Section 7. There is hereby levied a tax at the rate of fifty-eight cents (\$0.58) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2020 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 \$2,546,553,100 and an estimated rate of collection of 98%. The estimated rate of collection is based on the fiscal year 19-20 collection rate of 99.98%. The estimated vehicle property valuation for the purpose of taxation is \$221,373,900. There is hereby levied a Municipal Vehicle Tax at a rate of \$30 per vehicle registered as of July 1, 2020.

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 _____ day of June 2020 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Kimberly Moffett, CMC, NCCMC
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 adjusted as reflected in the Comprehensive List of Fees and Charges, Schedule A, which follows, effective July 1, 2020.
2. Sewer Rates – Sewer rates shall be adjusted as reflected in the Comprehensive List of Fees and Charges, Schedule A, which follows, effective July 1, 2020.
3. Solid Waste – Collection and disposal fee will remain at \$20.50 per month, effective July 1, 2020.
4. Recreation and Open Space Fees – Recreation and Open Space Fees shall be adjusted to \$1,500 per lot or unit effective July 1, 2020, \$2,000 per lot or unit effective January 1, 2021, and \$3,000 per lot or unit effective July 1, 2021.
5. Various fees and charges shall be adjusted, added or eliminated as indicated on the Comprehensive List of Fees and Charges, Schedule A which follows, effective July 1, 2020.
6. All other rates, fees, and charges for FY 19-20 shall remain as indicated in the Town of Clayton Comprehensive List of Fees and Charges for FY 20-21 unless the subject of another action.

Duly adopted this _____ day of June 2020 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Kimberly Moffett, CMC, NCCMC
Town Clerk

Schedule A
Comprehensive List of Fees and Charges - FY 2020-2021 - PROPOSED RATES

TAXES & FEES			
Town of Clayton Tax Rate	\$0.58 / \$100 valuation of property	Vehicle Fee (pursuant to NCGS 20-97 (b1)	\$30 / vehicle
Claytex Fire District Tax Rate	\$0.1175 / \$100 valuation of property		

DOCUMENT / COPY / ADMINISTRATIVE FEES			
Copying up to 11"x17" (black & white)	\$0.10 / sheet	Paper Copy of Agenda	\$10 (annually) Email free.
Town meeting(s) audio or documents	\$1.50 / storage device provided	Filing Fee for Office of Council Member	\$5
Certified copy of Town records	In accordance with NCGS 161-10(9)	Filing Fee for Office of Mayor	\$10

CEMETERY FEES			
Lot Purchase - including footstone	\$1,000	Cremains Interment - Monday through Saturday	\$450
Interment - Monday through Saturday	\$900	Cremains Interment - Sundays and Holidays*	\$900
Interment - Sundays and Holidays*	\$1,200	* Excludes Christmas Day, Thanksgiving Day, New Year's Day	
Footstone Marker and Installation	\$100	and Good Friday	

CUSTOMER DEPOSITS			
Residential Electric	\$250 / \$800 (high risk)	Non-residential Electric	2.5 times average bill for location or comparable use.
Residential Water	\$50 / \$120 (high risk)	Non-residential Water	2.5 times average bill for location or comparable use.
Residential Sewer	\$50 / \$120 (high risk)	Non-residential Sewer	2.5 times average bill for location or comparable use.
Residential Irrigation	\$50 / \$120 (high risk)	Non-residential Irrigation	2.5 times average bill for location or comparable use.

CUSTOMER FEES			
Connection Fee	\$25	Late fee for charges unpaid by due date	5%
Returned Check/Draft Fee	\$25	Meter Tampering Fee	\$300
Non-Payment Penalty	\$50	Bucket Truck Mobilization Fee	\$500

SOLID WASTE FEES			
Solid Waste Collection	\$20.50 per month	Extra Garbage Cart	\$4.18 / month
		Extra Recycling Cart	\$3.17 / month

WATER & SEWER UTILITY RATES					
BASE RATES			COMMODITY RATES		
Meter Size:	In Town	Out of Town	Residential:	In Town	Out of Town
5/8" Meter	\$16.37	\$20.46	Block 1 0 - 2,000 Gallons	\$4.27	\$5.34
3/4" Meter	\$24.56	\$30.69	Block 2 2,001 - 4,000 Gallons	\$4.49	\$5.61
1" Meter	\$40.93	\$51.16	Block 3 4,001 - 6,000 Gallons	\$4.70	\$5.88
1.5" Meter	\$81.86	\$102.32	Block 4 All Gallons > 6,000	\$5.13	\$6.41
2" Meter	\$130.97	\$163.71	Commercial:		
3" Meter	\$245.57	\$306.96	Block 1 0 - 100,000 Gallons	\$4.77	\$5.97
4" Meter	\$409.28	\$511.59	Block 2 All Gallons > 100,000	\$5.49	\$6.86
6" Meter	\$818.55	\$1,023.19	Industrial:		
8" Meter	\$1,309.68	\$1,637.10	Block 1 0 - 100,000 Gallons	\$4.85	\$6.05
10" Meter	\$1,882.67	\$2,353.33	Block 2 All Gallons > 100,000	\$5.57	\$6.96
Monthly AMI Charge (per water meter):	\$2.00	\$2.00			

IRRIGATION					
BASE RATES			COMMODITY RATES		
Meter Size:	In Town	Out of Town	Residential:	In Town	Out of Town
5/8" Meter	\$16.37	\$20.46	Block 1 0 - 8,000 Gallons	\$6.63	\$8.27
3/4" Meter	\$24.56	\$30.69	Block 2 8,001 - 16,000 Gallons	\$8.27	\$10.17
1" Meter	\$40.93	\$51.16	Block 3 All Gallons > 16,000	\$10.17	\$12.71
1.5" Meter	\$81.86	\$102.32	Non-Residential		
2" Meter	\$130.97	\$163.71	Block 1 0 - 50,000 Gallons	\$5.38	\$6.72
3" Meter	\$245.57	\$306.96	Block 2 50,001 to 100,000 Gallons	\$7.42	\$9.27
4" Meter	\$409.28	\$511.59	Block 3 All Gallons > 100,000	\$8.73	\$10.91
6" Meter	\$818.55	\$1,023.19			
8" Meter	\$1,309.68	\$1,637.10			
10" Meter	\$1,882.67	\$2,353.33			
Monthly AMI Charge (per water meter):	\$2.00	\$2.00			

SEWER			
Base Rates:			
Meter Size:	In Town	Out of Town	
5/8" Meter	\$20.33	\$25.42	
3/4" Meter	\$30.50	\$38.13	
1" Meter	\$50.83	\$63.54	
1.5" Meter	\$101.67	\$127.09	
2" Meter	\$162.68	\$203.35	
3" Meter	\$305.02	\$381.27	
4" Meter	\$508.36	\$635.45	
6" Meter	\$1,016.73	\$1,270.91	
8" Meter	\$1,626.76	\$2,033.45	
10" Meter	\$2,338.47	\$2,923.08	
Commodity Rates:			
All usage (per 1,000 gallons)	\$6.54	\$8.18	
Flat Rate Sewer (No Meter):	\$40.02	\$50.03	

WATER & SEWER - Bulk	
Monthly Commodity Rates (Water):	\$5.00 / 1,000 gallons
High Strength Surcharge (Sewer):	
Biochemical Oxygen Demand (BOD)	\$0.305 / pound for concentration in excess of 250 mg/liter
Total Suspended Solids (TSS)	\$0.125 / pound for concentration in excess of 250 mg/liter
Ammonia Nitrogen (NH3-N)	\$1.562 / pound for concentration in excess of 250 mg/liter
Industrial High Strength Surcharge	\$2.50 / 1,000 gallons

Schedule A

ELECTRIC UTILITY RATES						
RESIDENTIAL		INSTITUTIONAL				
Monthly Base Charges:		Monthly Base Charge:		\$30.00		
Single Phase Service		\$12.75		Monthly Energy Charge:	\$0.13613 / kWh for first 600 kWh	
Three Phase Service		\$16.00		\$0.11411 / kWh for next 1,900 kWh		
Monthly Energy Charge:		\$0.11967 / kWh		\$0.10394 / kWh for all additional kWh		
Monthly AMI Charge (per electric meter):		\$2.00		Monthly AMI Charge (per electric meter):		\$2.00
SMALL GENERAL SERVICE		MEDIUM GENERAL SERVICE				
Monthly Base Charges:		\$17.50		Monthly Base Charges:		\$30.00
Monthly Energy Charges:		\$0.13818 per kWh for the first 750 kWh*		Monthly Demand Charges:		\$8.41 / kW
		\$0.09248 per kWh for the next 2,000 kWh				
		\$0.08100 per kWh for the additional kWh		Monthly Energy Charge:		\$0.07827 / kWh
Monthly AMI Charge (per electric meter):		\$2.00		Monthly AMI Charge (per electric meter):		\$2.00
*When the kW of billing demand exceeds 5kW, add into the first block 150 kW for each additional kW of excess.						
LARGE GENERAL SERVICE		COINCIDENT PEAK (CP)				
Monthly Base Charge:		\$100.00		Monthly Base Charge:		\$175.00
Monthly Demand Charge:				Monthly Demand Charge:		
CP Demand		\$17.50 / CP kW		CP Demand		\$18.00 / CP kW
Excess Demand		\$1.50 / kW		Excess Demand		\$3.50 / kW
Monthly Energy Charge:		\$0.04813 / kWh		Monthly Energy Charge:		\$0.05472 / kWh
Monthly AMI Charge (per electric meter):		\$2.00		Monthly AMI Charge (per electric meter):		\$2.00
TOWN FACILITIES		TIME OF USE				
Monthly Base Charge:		\$10.25		Monthly Base Charge:		\$175.00
Monthly Energy Charge:		\$0.08362 / kWh		Monthly Demand Charge:		\$17.27 / kW
Monthly AMI Charge (per electric meter):		\$2.00		Monthly Energy Charge:		\$0.05778 / kWh
				Monthly AMI Charge (per electric meter):		\$2.00
AREA LIGHTING						
Monthly Rate Per Lighting Unit:		Monthly Rate Per Pole Type:				
Residential Unit		Wooden				\$3.00
Small Commercial Unit		Decorative				\$6.60
Large Commercial Unit				Monthly Energy Charge:		\$0.08362 / kWh
Underground Charge				Monthly AMI Charge (per electric meter):		\$2.00

ELECTRIC DEPARTMENT			
Residential Electric Meter	Cost of Meter + 10%	Area Light Replacement Fee (per light)	\$25
Small Commercial Meter	Cost of Meter + 10%	Bulb-M40/ALU	\$47
Large Commercial Meter	Cost of Meter + 10%	Bulb-M40/000/ULBT37	\$43
Underground Electric Fee	\$425 + \$3/foot > 120 feet	Bulb-UL400	\$20

PUBLIC WORKS					
WATER AND SEWER TAPS AND WATER AND SEWER / ELECTRIC METER FEES					
Meter Size	Base Cost	Street Cut	Concrete Cut	Meter Only	Permit Fee
5/8 Inch Water	\$1,500	\$500	\$500	Cost of Meter + End Point + 10%	N/A
1 Inch Water	\$1,750	\$500	\$500	Cost of Meter + End Point + 10%	N/A
2 Inch Water	\$2,250	\$500	\$500	Cost of Meter + End Point + 10%	N/A
4 Inch Sewer	\$3,000	\$500	\$500	N/A	N/A
Irrigation	\$300	\$500	\$500	Cost of Meter + End Point + 10%	\$50
Irrigation Split	\$500	N/A	N/A	N/A	N/A
Relocate Service Line	\$500	N/A	N/A	N/A	N/A
Residential Electric	N/A	N/A	N/A	Cost of Meter + 10%	N/A
Small Commercial Electric	N/A	N/A	N/A	Cost of Meter + 10%	N/A
Large Commercial Electric	N/A	N/A	N/A	Cost of Meter + 10%	N/A
SYSTEM DEVELOPMENT FEES					
Meter Size	Water	Sewer	Total	Meters greater than 2 Inch require a negotiated Developer's Agreement.	
5/8 Inch	\$1,793	\$3,260	\$5,053		
3/4 Inch	\$2,690	\$4,890	\$7,580		
1 Inch	\$4,483	\$8,150	\$12,633		
1.5 Inch	\$8,965	\$16,300	\$25,265		
2 Inch	\$14,344	\$26,080	\$40,424		
NUTRIENT OFFSET FEES					
Residential Tap	\$450/ Tap	Non Residential Tap	\$0.005 / gallon of annual wastewater capacity		

Schedule A

PLANNING DEPARTMENT			
DEVELOPMENT SUBMITTAL FEES			
Advertising - Newspaper	\$200	Plat, Exempt	\$100
Appeal / Interpretation	\$250	Plat, Final	\$250 + \$5 / lot
Annexation (See Town Clerk)	\$0	Plat, Recombination	\$100
Urban Archery Hunting Permit	\$10	Re-Inspection	\$100
Major Subdivision	\$400 + \$5 / lot	Rezoning	\$500
Minor Subdivision (<5 lots)	\$200 + \$5 / lot	Sign, Master Plan	\$100
Master (Open Space) Subdivision Plan	\$700 + \$5 / acre	Sign, Permanent	\$50 + \$5 / additional sign
Planned Development	\$1,000 + \$5 / acre	Sign, Temporary	\$30
Small Cell Wireless	\$100 ea for first 5 facilities, \$50 ea additional	Site Plan, Administrative Amendment	\$100
Zoning Site Inspection	\$50 first acre, \$20 ea additional	Site Plan, Major	\$500 + \$5 / acre
Zoning Landscape Inspection	\$50 first acre, \$20 ea additional	Site Plan, Minor	\$250 + \$5 / acre
Resubmittal Fee	3rd Submittal 1/2 of Original	Special Use Permit	\$400
Landscape/site plan violation/enforcement	Same as initial inspection	Temporary Use / Special Event	\$100
	type	Tree Removal / Clearing Permit	\$50
Partial release landscape/site improvement bond	Same as initial inspection	Variance Application	\$250 (\$500 after the fact)
	type	Zoning Compliance Permit	\$50
Conditional Use	\$400	Zoning Verification Letter	\$50
CODE ENFORCEMENT			
Tall Grass and Overgrowth	0 to .25 acres	Private Property Clean Up	Amount Billed by Contractor + \$100 Admin Fee
	.26 to .50 acres		
	> 1.00 acres		
	\$150 + \$100 Admin Fee		
	\$200 + \$100 Admin Fee		
	\$250 + \$100 Admin Fee		
COPIES AND MAPS			
Copy < 11" x 17" (Black & White)	\$0.10	Map 24" x 36"	\$20
Copy > 11" x 17" (Black & White)	\$1	Map 36" x 48"	\$30
Copy < 11" x 17" (Color)	\$0.40	General Design Guidelines	\$10
Copy > 11" x 17" (Color)	\$5	Strategic Growth Plan	\$20
Map 18" x 24"	\$10	Unified Development Plan	\$40
CONSULTANT REVIEW FEES			
Tower Review, New Structure, One Related Meeting	\$5,000	Tower Review, Co-Location/Mod/Upgrade	\$1,000
Tower Review, New Structure, Two Related Meetings	\$6,500	Traffic Review	Negotiated
RECREATION AND OPEN SPACE FEES			
Residential Fee	\$1,500 / lot (July 1, 2020) \$2,000 / lot (January 1, 2021)	Multi-Family Fee	\$1,500 / unit (July 1, 2020), \$2,000 / unit (January 1, 2021)
INSPECTIONS DEPARTMENT			
Plan Review Fee - Initial Review	No Charge	Re-Inspection Fees	
Plan Review Fee - Permit Cancelled or Not Picked up/Issued	\$100	First Re-Inspection	\$50
Plan Review Fee - Subsequent Reviews (ea)	\$150	Additional Re-Inspection of Same Item	\$100
New Dwelling (Single):		After Hours (Requires Special Approval)	\$200/hour (3 hour minimum)
Up to 1,200 sq. ft.	\$600 / dwelling	Day Care Re-Certification	\$100
> 1,200 sq. ft.	\$600 + \$0.30 / sq. ft.	ABC Permit Form	\$150
Residential - Additions/Remodel:		Expired Permit Reissue	
0 - 400 sq. ft.	\$300	Work Started / Code Changes	Original fee x 50%
> 400 sq. ft.	\$300 + \$0.30/sq. ft.	No Work Started / No Code Changes	\$150
Additional per trade	\$75	Re-Review, Lost Plans / Update	\$150
Multi-Family Dwelling Duplex/Triplex		Service Pole Inspections	
Up to 3 units	\$600 + \$0.30/sq ft > 1,200 sq ft	Electrical (\$1 Building if no permit exists)	\$75
Each additional unit	\$200	Update for Permits - Contractor Change (Ord. 2017-09-01)	\$50
Mobile Homes		Service Change Inspections	
Single-Wide (Building Only)	\$250	Conditional Service (Ord. 2017-09-01)	\$75
Double - Wide (Building Only)	\$275	Building	\$1
Triple - Wide (Building Only)	\$300	Electrical	\$75
Quad - Wide (Building Only)	\$325	Sign	
Travel Trailers / Campers	\$75	Building	\$75
Poured Footing Inspection	\$50	Electrical	\$75
Mechanical Permit Fee	\$50	Swimming Pools	
Electrical Permit Fee	\$50	Building	\$75
Plumbing Permit Fee	\$50	Electrical	\$75
Dwelling Moved On		Pedestals	
Fee	\$250	Building	\$1
Trade Fee	\$75	Electrical	\$75
Residential Accessory Building (12'x12' and over)		LP Gas Tanks	
Storage Building	\$75	Building	\$40
Garage / Carport	\$100	Electrical	\$75
Deck / Porch/ Gazebo	\$75 + \$0.30/sf for > 144 sf	Replace Roof of Existing House or Mobile Home	
Additional trade	\$75	Per Building	\$75
Trade Inspections		Tents (Per Building over 240 sq. ft.)	\$75
Building, Electrical, Plumbing and Mechanical	\$50	ATM	Commercial Rate
Farm Storage Buildings		Conditional Power/Gas - Single Family	\$75 each
Livestock Production Buildings	\$40	90 Day Temp Power - New Construction Residential	\$75 each
Bulk Tobacco Barns		Conditional Power/Gas - Multi Family	\$75 first meter, \$50 each additional
Building, Electrical, Plumbing and Mechanical	\$75	90 Day Temp Power - Commercial	\$150 each
Electrical Permit Fee	\$75	Reconnect Power - Building	\$1
Permit Fee for Commercial Buildings (Based on cost per trade)		Reconnect Power - Electrical	\$75
\$0 - \$2,500	Trade fee (Minimum \$75)	Connect County Water / Sewer - Building	\$1
\$2,501 - \$25,000	\$225	Connect County Water / Sewer - Electrical	\$75
\$25,001 - \$50,000	\$550	Demolition - Residential	\$50 + asbestos report
\$50,001 - \$100,000	\$1,000	Demolition - Commercial	\$150
\$100,001 - \$200,000	\$1,650	Sprinkler System	Commercial Rate
\$200,001 - \$350,000	\$2,850	Penalty	
\$350,001 - \$500,000	\$3,900	For work started before proper permitting is obtained, a penalty of one-half the cost of the permit(s) that should have been obtained shall apply. GS 160A-414.	
\$500,001 - \$750,000	\$5,250	Irrigation of New Landscape	\$75
\$750,001 - \$1,000,000		One Time Extension - Irrigation New Landscape	\$50
>\$1,000,000	\$6,500 + 0.2% for every dollar over \$1,000,000		

Schedule A

ENGINEERING DEPARTMENT			
REVIEW FEES			
Residential Subdivision (Initial & 2nd submittal)	\$250 + \$10 per lot	Record Drawing / As-Built Review	\$200
Residental Re-Review (Per review)	\$100	Record Drawing / As-Built Review Re-Review	\$50
Non-Residential (Initial & 2nd submittal)	\$250 + \$25 per acre	Infrastructure Performance Guarantee (non-cash)	\$100
Non-Residential Re-Review (Per review)	\$100	Infrastructure Performance Guarantee (cash)	No charge
Infrastructure Only (Road/Sewer/Water extension)	\$250 + \$0.25 per linear foot	Infrastructure Performance Guarantee Renew/Change	\$50
Alternative Standard Request	\$500 per standard	Landscaping Performance Guarantee	\$100
Construction Plan Amendment/revision to approved plans	\$50 + \$5 per sheet	Encroachment Agreement	\$50
Pump Station Review - CDs	\$500	Encroachment Agreement (work started/completed)	\$75
Pump Station Review - Re-Review	\$250	Water Extension Permit Forms	\$100 each
Special Study (Flood, Traffic Calming, etc.)	\$250	Sewer Extension Permit Forms (ETZ, FTSE, etc.)	\$100 each
3rd Party Consultant Review of Studies	Cost of Consultant	Wastewater Allocation Requests	\$50
Floodplain MGMT Document Review (LOMR, CLOMR, etc.)	\$100 per form		
INSPECTION FEES			
Public Streets Construction (curb & gutter)	\$1.50 per linear foot	Public Storm Drainage (outside right-of-way)	\$0.50 per linear foot
Public Streets Construction (roadside swales)	\$2.00 per linear foot	Public Greenways & Sidewalks	\$0.50 per linear foot
Application for Acceptance of Public Infrastructure - Utilities and Street (Walk-through and follow-up inspection)	\$50 + \$0.25 per linear foot	Driveways	\$50 per driveway
Acceptance of Public Infrastructure - (3rd and 4th Reinspection)	\$100 + \$0.25 per linear foot	Fire Lanes	\$100 + \$0.25 per linear foot
Water System Extensions	\$0.75 per linear foot	Sanitary Sewer Taps (not perofrmed by Town)	\$50 per tap
Sanitary Sewer System Extensions	\$0.75 per linear foot	Water Taps (not performed by Town)	\$50 per tap
		Fee-in-lieu (Infrastructure, etc.)	125% of Engineer's Estimate
POLICE DEPARTMENT			
Accident Report			\$25

FIRE DEPARTMENT			
Fire Inspection Fees		Miscellaneous	
Up to 3,000 sq. ft.	\$40	Hydrant Flow Test	\$50
3,001 - 5,000 sq. ft.	\$75	Special Standby Operations	
5,001 - 10,000 sq. ft.	\$125	Engine	\$100 / hour (one hour minimum)
10,001 - 25,000 sq. ft.	\$375	Personnel	\$22.50 / hour (one hour minimum)
25,001 - 50,000 sq. ft.	\$500	Hazmat Emergency Response Charges	
50,001 - 100,000 sq. ft.	\$625	Engine, Tanker or Ladder Truck	\$250 / hour
100,001 - 500,000 sq. ft.	\$750	Support Vehicles	\$50 / hour
Re-Inspection Fees		All Responding Personnel	1.5 x hourly rate of pay
First Re-Inspection	\$45	Materials Used	Replacement cost + 10%
Second Reinspection	\$45 + \$20	Materials Damager	Replacement cost + 10%
Third Reinspection	\$45 + \$20 + \$20	First False Alarm in Month	\$0
Fourth Reinspection, etc.	\$45 + \$20 + \$20 + \$20	Subsequent False Alarms in Month	\$100 each

RECREATION DEPARTMENT			
ATHLETICS			
Youth Sports (Officiated - O, and Unofficiated - U)	Resident Fee (50% Discount)	Non-Resident Fee	
Winter Basketball (O)	\$40	\$80	
Spring Baseball (O)	\$40	\$80	
Spring Softball (O)	\$40	\$80	
Fall Volleyball (O)	\$40	\$80	
Fall Softball (O)	\$40	\$80	
Spring T-Ball (U)	\$30	\$60	
Fall Soccer (U)	\$30	\$60	
Adult Sports	Resident Fee (50% Discount)	Non-Resident Fee	
Softball	\$12.50	\$25	
Soccer	\$12.50	\$25	
Basketball	\$12.50	\$25	
Volleyball	\$12.50	\$25	
Flag Football	\$12.50	\$25	
PROGRAMS			
Classes	Resident Fee	Non-Resident Fee	
Class fees vary according to the type of class, cost of the facility, instructor and number of participants.	Base	Base + \$15	
SUMMER PLAYGROUND CAMP			
Registration Fee	Resident Fee (50% Discount)	Non-Resident Fee	
\$25 / attendee	\$100	\$200	
FACILITY RENTALS			
Community Center Gym	Resident Fee (50% Discount)	Non-Resident Fee	
Full Court	\$50 / hour	\$100 / hour	
Half Court	\$40 / hour	\$80 / hour	
Scoreboard	\$10 / hour	\$20 / hour	
Ballfields	Resident Fee (50% Discount)	Non-Resident Fee	
Community Park Field #1	\$20 / hour	\$40 / hour	
Community Park Field #2	\$20 / hour	\$40 / hour	
Community Park Field #3	\$20 / hour	\$40 / hour	
Legend Park	\$20 / hour	\$40 / hour	
Municipal Park	\$20 / hour	\$40 / hour	
East Clayton Community Park Baseball Field	\$25 / hour	\$50 / hour	
East Clayton Community Park Soccer Field	\$35 / hour (2 hour minimum)	\$70 / hour (2 hour minimum)	
East Clayton Community Park Multipurpose - Full Field	\$25 / hour	\$50 / hour	
East Clayton Community Park Multipurpose - Half Field	No longer offered	No longer offered	
Field Rental Add Ons	Resident Fee (50% Discount)	Non-Resident Fee	
Lights (Community, Municipal and Legend)	\$7.50 / hour	\$15 / hour	
Lights (East Clayton Soccer & Baseball)	\$10 / hour	\$20 / hour	
Baseball / Softball Field Prep (All Fields)	\$15 / application	\$30 / application	
East Clayton Soccer Field Paint	Included	Included	

Schedule A

Tournament Field Rentals and Add Ons			Resident Fee	Non-Resident Fee
Community Park - Full Day			\$250 / field / day	\$250 / field / day
Community Park - Half Day			\$125 / field / day	\$125 / field / day
East Clayton - Baseball			\$350 / day	\$350 / day
Additional Field Prep			\$30 / field	\$30 / field
Scorebaord			\$25 / field / day	\$25 / field / day
Drying Agents			\$10 / bag	\$10 / bag
Admission Fee to Town			\$50 / day	\$50 / day
Concessoins			Only CPRD Allowed	Only CPRD Allowed
Other Vendors (Non-Food)			\$50 / vendor / weekend	\$50 / vendor / weekend
Picnic Shelters			Resident Fee (50% Discount)	Non-Resident Fee
All Star Park				
Up to 2 hours			\$15	\$30
Up to 4 hours			\$25	\$50
More than 4 hours			\$62.50	\$125
Community Park & East Clayton Community Park				
Up to 2 hours			\$20	\$40
Up to 4 hours			\$30	\$60
More than 4 hours			\$75	\$150
Community Center Memberships			Resident Fee	Non-Resident Fee
Annual Memberships				
Individual			\$0	\$125
Middle School Student			\$0	\$75
High School Student			\$0	\$75
Family with Dependents			\$0	\$200
Family with No Dependents			\$0	\$200
Senior Individual			\$0	\$75
Monthly Memberships (Non-Resident Only)				
Individual			N/A	\$20
Middle School Student			N/A	\$10
High School Student			N/A	\$10
Family with Dependents			N/A	\$30
Family with No Dependents			N/A	\$30
Senior Individual			N/A	\$10
Daily Memberships (Non-Resident Only)				
Individual			N/A	\$5
Lost Cards			\$5	\$5
HOCUTT ELLINGTON MEMORIAL LIBRARY				
Library Cards			Resident Fee	Non-Resident Fee
Individual - Annual			\$0	\$25
Individual - Semi-Annual			\$0	\$15
Individual - Quarterly			\$0	\$10
Family - Annual			\$0	\$50
Education Employee (All Johnston County - with ID)			\$0	\$0
Internet Usage				
With Valid Library Card			\$0	\$0
Without Valid Library Card			\$0	\$5 per hour
Library Fees				
Copy Machine or Computer Printouts			\$0.20 per copy	\$0.20 per copy
Lost Book			Replacement Cost	Replacement Cost
Overdue Fines			\$0.25 per day	\$0.25 per day
Library Card Replacement (Unexpired)			\$5	\$5
SPECIAL EVENTS				
Special Event Fees			Resident Fee	Non-Resident Fee
Application Review			\$100	\$200
Sanitation Deposit			\$250	\$250
Town Square/Horne Square Rental			\$25 / day	\$50 / day
Street Closure			\$50 / day	\$100 / day
Type III Barricade Rental			\$5 / barriade / day	\$25 + \$5 / barricade / day
Police Detail Fee (3 hour minimum)			\$35 / officer / hour	\$35 / officer / hour + \$100 Admin Fee
Garbage/Recycling Container Rental (minimum of 4)			\$13 / container / day	\$13 / container / day + \$50 Admin Fee
Generating Notice Addresses (one hour minimum)			\$25 / hour	\$50 / hour
Emergency Notification Call / Mass Phone			\$50	\$100
Utility Fees (Water and Electricity)				
Events longer than one day			\$10 / utility	\$20 / utility
NON-DEPARTMENTAL EQUIPMENT USAGE RATES				
Sewer Jetter	\$65 / hour	Dump Truck		\$40 / hour
Leaf Machine	\$65 / hour	Ditch Witch Trencher		\$40 / hour
Backhoe	\$55 / hour	Asphalt Roller		\$40 / hour
Line Truck	\$50 / hour	Riding Mower		\$35 / hour
Bucket Truck	\$50 / hour	1/2 Ton Pickup Truck		\$25 / hour
Sewer Rodding Machine	\$40 / hour	Air Hammer		\$25 / hour
Tractor & Bush Hog	\$40 / hour	Soil Tamp		\$25 / hour
Mowing Machine	\$40 / hour	Push Mower		\$20 / hour
* Rates for usage of equipment not listed above shall be based on the rates published by FEMA plus 15% for billing, management, and overhead.				



Town Council Agenda Cover Sheet

Meeting Date

June 15, 2020

Agenda Location

New Business

Item Title

Budget Amendments

Presenter

Robert McKie, Finance Director

Summary/Description

The Finance Director will present six budget amendments to ensure budgetary compliance with G.S. 159-13.2, G.S. 159-15, and G.S. 162A-211 for yearend closeout and financial reporting purposes. The major items include: the fire protection services agreement with Archer Lodge for Riverwood; the transfer of system development fees monies to the capital reserve fund per State statute; supplemental funding for the ECIA lift station project; realignment of utility revenues and wholesale purchases per yearend estimates; and budgeting the financing proceeds to procure nutrient credits for the Neuse River water reclamation facility.

Requested Action

Approval

Funding Source (If Applicable):

Click or tap here to enter text.

Cost: N/A **Yes** ☐ **No** ☐

Additional Documents to be Included in Agenda Packet

General Fund Yearend Closeout Budget Amendment

Water and Sewer Fund Yearend Closeout Budget Amendment

Electric Fund Yearend Closeout Budget Amendment

ECIA Lift Station Capital Project Ordinance Closeout Amendment

Neuse River Water Reclamation Facility Capital Project Ordinance Amendment

Northside Substation Capital Project Ordinance Closeout Amendment

Meeting Timeline

Click or tap here to enter text.

**Town of Clayton
Amendment to the FY 19-20 Budget**

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF CLAYTON that the following amendments shall be made to the FY 19-20 Budget:

Fund: General Fund

<u>Line Item</u>	<u>Previous Appropriation</u>	<u>Adjustment</u>	<u>Revised Appropriation</u>
Revenue			
100-40-00-48 99	Fund Balance Appropriated \$1,492,837	+87,114	\$1,579,951
Expenditures			
100-52-02-56 11	Contract Services \$62,222	+87,114	\$149,336

Explanation:

Amending the budget for the payment to Archer Lodge to provide fire protection services to Riverwood, which is attributable to the delay in starting the extension of Payton Dr. This amendment is required for compliance with G.S. 159-15.

Duly adopted this ____ day of _____, 2020 while in regular session.

Jody L. McLeod
Mayor

Attest:

Kimberly A. Moffett
Town Clerk

Town of Clayton
Amendment to the FY 19-20 Budget

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF CLAYTON
that the following amendments shall be made to the FY 19-20 Budget:

Fund: Water & Sewer Fund

<u>Line Item</u>	<u>Previous Appropriation</u>	<u>Adjustment</u>	<u>Revised Appropriation</u>
Revenue			
300-56-00-43 63	System Development Fee - Water \$440,000	+660,000	\$1,100,000
300-56-00-43 64	System Development Fee - Sewer \$3,500,000	+1,900,000	\$5,400,000
300-56-00-44 05	Sale of Water \$7,400,000	+550,000	\$7,950,000
300-56-00-44 07	Sale of Water Treatment \$6,700,000	+530,000	\$7,230,000
Expenditures			
300-56-00-59 23	Transfer to Capital Project Fund \$2,228,750	+530,000	\$2,758,750
300-56-00-59 31	Transfer to SDF Capital Reserve Fund \$3,940,000	+2,560,000	\$6,500,000
300-56-60-54 50	Purchase for Resale \$3,323,206	+550,000	\$3,873,206

Amendment necessary to realign the budget for the below items. This amendment is required for compliance with G.S. 159-15 and G.S. 162A-211.

1. Transfer additional monies received from system development fees to the capital reserve fund, which is required for compliance with G.S. 162A-211(d).
2. Budget additional revenue from water sales to cover a transfer to the ECIA Capital Project for expenses that were not eligible for reimbursement by the EDA grant and to realign the wholesale water purchase budget for the yearend cost estimate.

Duly adopted this 15th day of June, 2020 while in regular session.

Jody L. McLeod
Mayor

Attest:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

Town of Clayton
Amendment to the FY 19-20 Budget

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF CLAYTON
that the following amendments shall be made to the FY 19-20 Budget:

Fund: Electric Fund

<u>Line Item</u>	<u>Previous Appropriation</u>	<u>Adjustment</u>	<u>Revised Appropriation</u>
Revenue			
310-57-00-44 15	Sale of Electricity \$13,500,000	+800,000	\$14,300,000
Expenditures			
310-57-65-54 50	Purchase for Resale \$9,400,000	+800,000	\$10,200,000

Amendment necessary to realign the budget for the yearend estimates for electric sales and wholesale power purchases. This amendment is required for compliance with G.S. 159-15.

Duly adopted this 15th day of June, 2020 while in regular session.

Jody L. McLeod
Mayor

Attest:

Kimberly A. Moffett, CMC, NCCMC
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 ECIA Lift Station Capital Project Budget Ordinance:

Fund: 638 – ECIA Lift Station Project

<u>Line Item</u>	<u>Previous Appropriation</u>	<u>Adjustment</u>	<u>Revised Appropriation</u>
Revenues			
638-45 73	Grants		
	\$1,250,000	-169,900	\$1,080,100
638-49 81	Due from Water & Sewer Fund		
	\$4,052,000	+530,000	\$4,582,000
Expenditures			
638-58 31	Sewer Line Improvements		
	\$6,000,000	+360,100	\$6,360,100

Explanation: Amending the capital project budget ordinance to reflect final costs to complete the project, including the abandonment of Central Lift Station. This amendment is required for compliance with G.S. 159-13.2.

Duly adopted this 15th day of June, 2020 while in regular session.

Jody L. McLeod
Mayor

Attest:

Kimberly A. Moffett, CMC, NCCMC
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 Neuse River Water Reclamation Facility Capital Project Budget Ordinance:

Fund: 641 – Neuse River Water Reclamation Facility

<u>Line Item</u>	<u>Previous Appropriation</u>	<u>Adjustment</u>	<u>Revised Appropriation</u>
Revenues			
641-48 05	Misc. Finance Capital -	+15,000,000	\$15,000,000
Expenditures			
641-56 00	Professional Services \$3,500,000	+1,206,418	\$4,706,418
641-58 05	Closing Fees -	+135,000	\$135,000
641-58 35	Nitrogen Capacity -	+13,658,582	\$13,658,582

Explanation: Amending the capital project budget ordinance to procure nutrient credits and fund projected costs related to engineering and environmental services. This amendment is required for compliance with G.S. 159-13.2.

Duly adopted this 15th day of June, 2020 while in regular session.

Jody L. McLeod
Mayor

Attest:

Kimberly A. Moffett, CMC, NCCMC
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 Northside Substation Capital Project Budget Ordinance:

Fund: 662 – Northside Substation Project

<u>Line Item</u>	<u>Previous Appropriation</u>	<u>Adjustment</u>	<u>Revised Appropriation</u>
Expenditures			
662-58 00	Capital Projects		
	\$5,106,642	+58,118	\$5,164,760
662-58 99	Contingency		
	\$243,358	-194,765	\$48,593
662-59 22	Transfer to Electric Fund		
	-	+136,647	\$136,647

Explanation: Amending the capital project budget ordinance to reflect final costs to complete the project. This amendment is required for compliance with G.S. 159-13.2.

Duly adopted this 15th day of June, 2020 while in regular session.

Jody L. McLeod
Mayor

Attest:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



Town Council Agenda Cover Sheet

Meeting Date

June 15, 2020

Agenda Location

Staff Reports

Item Title

Library Grant: Active Reading Experiences

Presenter

Joy Garretson, Library Director

Summary/Description

This grant from the State Library will allow the library to purchase 35 Active Reading Kits (and shelving to store the kits) to help children prepare for kindergarten. Along with the kits, the library will also partner with the Partnership for Children of Johnston County to provide two sets of Active Reading Workshops for families, once meeting restrictions are lifted by the governor.

Requested Action

Informational Only

Funding Source (If Applicable):

State library; library requested budget.

Cost: N/A **Yes** ☒ **No** ☐

The grant is for \$5,856. Because of our extensive plans to partner with the PFCJC, we only have to provide a 10% match of \$586.

Additional Documents to be Included in Agenda Packet

See attached Letter of Award and Grant Project Description

Meeting Timeline

Click or tap here to enter text.

June 9, 2020

Joy Garretson
Hocutt-Ellington Memorial Library
100 S. Church Street
Clayton, NC 27520

Re: LSTA EZ Grant Application – Active Reading Experiences

Dear Joy,

Congratulations! The State Library is pleased to inform you that this application has been approved for funding in the amount of **\$5,270**, with a \$586 match.

A public announcement of all 2020-2021 LSTA grant awards will be made today and grant awards will be listed online at <http://statelibrary.ncdcr.gov/ld/grants/lsta.html>.

As we adjust to life with COVID-19 in our communities, I encourage you to start planning possible contingency plans now for any in-person events you might have, in the possible event that there might be spikes during the year.

To make it easier for signatures to be gathered in a timely fashion, agreements are sent via DocuSign. How DocuSign works: the Library Director receives the documentation first, then after checking the cover page for accuracy and filling in any missing information, attach any other necessary documents, and then sign the agreement. The agreement is then automatically sent to the 2nd signer, which is the Local Government or Institutional Representative for the awarded library.

Once that person signs, the agreement package is then sent automatically to the State Librarian for execution. Once the State Librarian has signed, all parties receive a completed copy from DocuSign. Please keep this for your records, you will not receive a copy in the mail. LSTA Staff will then email the Project Manager a notification that spending may begin, which includes important information about administering the grant, and any necessary attachments.

Roy Cooper, Governor
Susi H. Hamilton, Secretary
Timothy G. Owens, State Librarian
Susan Forbes, Asst. State Librarian

Physical Address
109 East Jones Street
Raleigh, NC 27601
(919)-814-6780

Mailing Address
4640 Mail Service Center
Raleigh, NC 27699-4600

Keep in mind that:

- The library's authorized representatives AND the State Librarian must sign the Grant Agreement for the grant to be considered fully executed; thereby completing the awarding of funds. Funds cannot be encumbered or spent until you have been notified that spending may begin.
- The Project Manager is the primary contact between your library and the State Library for the life of the project. It is expected that when questions arise about expenditures, reimbursements, reporting, and anything else related to the grant, the Project Manager will be the State Library's primary point of contact. It is the library's responsibility to notify the State Library of changes in Project Manager information.
- You are required to [credit IMLS](#) and the State Library (see statement below) in all related publications and activities in conjunction with the use of the grant funds.
"This grant is made possible by funding from the federal Institute of Museum and Library Services (IMLS) under the provisions of the Library Services and Technology Act (LSTA) as administered by the State Library of North Carolina, a division of the Department of Natural and Cultural Resources (IMLS grant number LS-246155-OLS-20)."

Please let me know if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Catherine M. Prince".

Catherine Prince, Federal Programs Consultant

The Library has received funds from the State Library of North Carolina to provide Active Reading Experiences workshops and kits to the public. Please read the brief statement of need and project description below:

STATEMENT OF NEED (excerpt from application)

Who are the current or potential library users this project will benefit?

Johnston County, North Carolina—and the Town of Clayton, in particular—has experienced rapid growth since the early 2000s. Since 2010, the population of Clayton alone has increased at least 41.2%. According to the 2018 American Community Survey, there are 5010 total families in Clayton; 23% of those families have *only* children under 6 years of age, and 22.6% of those families have children under 6 and ages 6 to 17. The total number of families in Clayton has increased 10.01% since 2015. The percentage of families with children under 6 (including families with children under 6 and over 6) has increased 11.8% since 2015; further, 8.2% of Clayton’s residents are under 6 years old. While Census data reports that 8.5% of Clayton’s residents are under the poverty level, NC Report Card data shows that 35.75% of elementary students in Clayton schools are economically disadvantaged. This project seeks to benefit these children and their families with the end goal of supporting early literacy and improving kindergarten readiness.

When viewing Johnston County’s data for kindergarten readiness in Clayton schools, we found that only 37.8% of children entering kindergarten in our town were rated as proficient on this assessment. This number has decreased from 42% in the 2015-2016 school year (Information from mClass data for Johnston County, provided by the Partnership for Children of Johnston County).

This gap in proficiency is problematic. The Children’s Reading Foundation states that “A child’s learning from birth to age 5 determines his or her kindergarten starting point. When students score low on entering kindergarten assessments, it rarely reflects their intelligence but rather opportunities during their earliest learning years. It is in those years that the readiness gap, or the preparation gap before kindergarten is created.”

(<https://www.readingfoundation.org/school-readiness>). The Children’s Reading Foundation further states that children who start behind grade level in school often stay behind grade level throughout their schooling. The best way to remedy this is by teaching skills at home between ages 0-5. With this understanding, we reached out to the Partnership for Children of Johnston County.

PROJECT DESCRIPTION

a. What do you want to do to solve or address the need stated above in #1

First, the Library will partner with the Partnership for Children of Johnston County (PFCJC) to provide two cohorts of the Active Reading Workshop for our parents of young

children. In these workshops, a PFCJC representative uses the *Parents as Teachers, Born to Learn Curriculum* for parents of children ages 3 years to Kindergarten. The curriculum teaches parents about their child's developmental stages, provides activities to help build literacy and cognition skills, and shares techniques for reading with children. These techniques also build and enhance math skills, social skills, and appropriate behavior skills. Parents are encouraged to bring children to these workshops, and all families are presented with two books at each workshop; these books are tailored to the curriculum, and parents leave knowing that they can practice their new skills using the books and tools provided in the workshops.

We aim to have 20 parents and their families attend each of our planned Active Reading workshops. Because families are encouraged to attend with parents, we can't currently predict what the total attendance will be, but our goal for the first two is to have at least 80 total parent attendees to the two cohorts of the workshops. We will advertise these workshops on social media, in the library, via the town's webpage, and in the Johnston County Reporter.

Second, we want to provide Active Reading Experience Kits to circulate to our patrons so that they can confidently build early literacy and kindergarten readiness skills with their children in the comfort of their own homes. These kits will build the skills highlighted in the Active Reading Workshops; the content will facilitate parent-child reading, exploring, and playing. They will each include two or more books; manipulatives such as blocks, crayons, papers, and games; and parent instructions, information, and activities provided by the PFCJC. All of the items in the kits will fit in a small backpack. Ten of the kits will target children under age three. The remaining 25 backpacks will be for children ages 3 to 5. All kits will include some Spanish content such as activities or bilingual books. A majority of the base kits will be purchased from Kaplan Early Learning Company but will be supplemented by additional books as materials as listed above. We intend to purchase kits on the following themes: Letter recognition, preschool readiness, kindergarten readiness, preparing for kindergarten literacy and math, counting and sorting, the five senses, feelings, eating, measuring, and related topics. We will build a few kits ourselves, themed around families, friends, and neighbors. The kits will circulate just like regular books; while advertised first to our Active Reading Workshop participants, all of our library users will have access to them. Because our children's library has limited shelf space available, we will also purchase mobile shelving which has the purpose of holding and displaying the Active Reading kits.

Our goal is to circulate each kit at least once a month in the following year. If we have 35 kits, the total circulation goal for fiscal year 2021 (July 1, 2020-June 30, 2021) will be 420 checkouts.