Town of Clayton
Regular Town Council Meeting Agenda
Monday, April 17, 2023 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

THE PUBLIC MAY VIEW THE LIVE COUNCIL MEETING ON THE TOWN'S YOUTUBE CHANNEL:
https://www.youtube.com/TownofClaytonNC

1. CALL TO ORDER

a. Call to Order

b. Pledge of Allegiance

c. Invocation

2. ADJUSTMENT OF THE AGENDA

a. **POTENTIAL ACTION:** Approve or Adjust 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. Minutes
- March 6, 2023 - Closed Session
- March 20, 2023 - Regular Session
- March 30, 2023 - Council Retreat
- March 31, 2023 - Council Retreat
- April 3, 2023 - Work Session
- April 3, 2023 - Regular Session
- April 3, 2023 - Closed Session

Presenter: Heidi Holland, Town Clerk
March 20, 2023 - Regular Session
March 30, 2023 - Council Retreat
March 31, 2023 - Council Retreat
April 3, 2023 - Work Session
April 3, 2023 - Regular Session

b. Triangle J Council of Governments (TJCOG) Charter Amendment
Presenter: Rich Cappola, Town Manager
Resolution #2023-19
CPRC Charter One-Pager
TJCOG Charter -Clean Version
TJCOG Charter -Redline Version

c. **Resolution 2023-21 to Accept Public Utilities into The Town of Clayton Public Utility System for Maintenance – Ashcroft 2, Phase 1A**
Presenter: **Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director**
Resolution #2023-21

d. **Resolution 2023-22 to Accept Public Utilities into The Town of Clayton Public Utility System for Maintenance – Ashcroft 1, Phase 8**
Presenter: **Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director**
Resolution #2023-22

e. **Resolution 2023-23 to Accept Public Utilities into the Town of Clayton Public Utility System for Maintenance – O'Neil Overlook**
Presenter: **Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director**
Resolution #2023-23

f. **Main Street Designation**
Presenter: **Patrick Pierce, Economic Development Director**
Resolution #2023-20

POTENTIAL ACTION: Approve Consent Agenda as Presented

4. ADMINISTRATIVE ITEMS

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

a. **Downtown Parking Taskforce**
Presenter: **Ruth Anderson, Taskforce Member**

b. **National Lineman Appreciation Day Proclamation**
Presenter: **Mayor McLeod to Present to Electric Department**
National Lineman Appreciation Day Proclamation

c. **National Library Week Proclamation**
Presenter: **Mayor McLeod to Present to Library Staff**
National Library Week Proclamation

d. **Administrative Professionals Day Proclamation**
Presenter: **Mayor McLeod**
Administrative Professionals Day Proclamation

e. **Earth Day Proclamation**
Presenter: **Mayor McLeod to Present to Citizens' Climate Lobby**
Earth Day Proclamation

6. PUBLIC HEARINGS

a. **Project Life Dust Development Agreement**
(Continued from March 20, 2023 Regular Meeting)
Presenter: **Patrick Pierce, Economic Development Director**

7. OLD BUSINESS

8. NEW BUSINESS

9. STAFF REPORTS

a. **Town Manager**

b. Town Attorney

c. Town Clerk

d. Other Staff

10. OTHER BUSINESS

a. Informal Discussion & Public Comment
- Individuals have three (3) minutes to address the Town Council.
- Groups will designate a spokesperson. Spokesperson will have five (5) minutes to address the Town Council.

b. Council Comments

11. CLOSED SESSION

12. ADJOURNMENT

a. Adjourn

POTENTIAL ACTION: Motion To Adjourn

Town of Clayton
Regular Town Council Meeting Minutes
Monday, March 20, 2023 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

Council Present:
Mayor Jody McLeod
Mayor Pro Tem Jason Thompson
Council Member Porter Casey
Council Member Avery Everett
Council Member Andria Archer
Council Member Michael Sims

Council Absent:
None

Staff Present:
Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Heidi Holland, Town Clerk
Lee Barbee, Interim Deputy Town Manager/Fire Chief
Robert McKie, Finance Director
Greg Tart, Police Chief
Jonathan Jacobs, Assistant Engineering Director
Nathanael Shelton, Communications Officer
Ben Howell, Planning Director
Bruce Venable, Planner

1. CALL TO ORDER

a. Call to Order

Mayor McLeod called the meeting to order at 6:00 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.

Mr. Cappola adjusted the agenda to reflect:

<u>REMOVE:</u>
March 6, 2023 Closed Session Minutes from Item 3a.

Approve or Adjust the Agenda

RESULT:	**CARRIED 5-0**
MOVER:	Avery Everett
SECONDER:	Michael Sims
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

3. CONSENT AGENDA

a. Minutes
- March 6, 2023 Work Session Minutes
- March 6, 2023 Regular Session Minutes
- March 6, 2023 Closed Session Minutes ***(Removed From the Agenda)***

Presenter: Heidi Holland, Town Clerk

b. Accept Public Utilities Into the Town of Clayton Public Utility System For Maintenance – Buckhorn Branch Park, Phase 2
Presenter: Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

c. Accept Public Utilities Into the Town of Clayton Public Utility System For Maintenance – Walton Farms, Phases 10 & 11
Presenter: Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

d. Resolution 2023-12 to Amend Resolution 2023-01 Granting Wastewater Treatment Capacity 2022-68-SP: Calamar Senior Living Facility
Presenter: Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

Approve Consent Agenda as Presented

RESULT:	**CARRIED 5-0**
MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

4. ADMINISTRATIVE ITEMS

a. Sculpture Selection for 2023-2024 Sculpture Trail
Presenter: Sara Perricone, Public Art Advisory Board Chair

Sara Perricone, Board Chair for the Public Art Advisory Board, shared with Council the 2023-2024 Sculpture Trail finalists. She discussed each sculpture and where they would be installed.

She discussed the Media Communication package that she has been working on with Board Member Kristin Ryan and Nathanael Shelton, Communication

Director. She stated the Public Art Advisory Board would like to see a strong website presence representing the Sculpture Trail and the board. The quote for the website page would be approximately $3,500 to launch and $1,000 a year for upkeep. She stated they are requesting permission to use the funds in the Public Art Advisory Board budget to move forward.

It was consensus of the Council to allow the board to move forward with this item.

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

a. Employee Introduction

- Sam Johnson-Phillips, Deputy Town Clerk

Presenter: Heidi Holland, Town Clerk

Ms. Holland introduced Deputy Town Clerk Sam Johnson-Phillips. Sam comes to the Town with 12 years of Superior Court Clerk experience.

6. PUBLIC HEARINGS

a. Project Life Dust Development Agreement
(Continued from March 6, 2023 Regular Meeting)
Presenter: Patrick Pierce, Economic Development Director

Continue to April 17, 2023 Regular Meeting
Consensus of the Council to Continue to April 17, 2023 Regular Meeting

b. 2022-215-RZ Bobby H. Hardee Rezoning
Presenter: Bruce Venable, Planner 1

Mr. Venable stated this request is to rezone from Residential Estate (R-E) to Industrial Heavy (I-2). The property size is 31.07 acres and is currently vacant. The site is located to the south of Ashcroft Subdivision and is adjacent to Caterpillar Inc. site.

The Planning Board, as well as staff, recommends approval and also approved the following Consistency Statement: This is consistent with the 2045 Growth Plan, specifically Goal LU 1 and Policy LU 1.4.1.

Factors to Consider for the Council are the approval of the rezoning would allow any permitted use within the I-2 Zoning District to be constructed on the site. Town Council should consider all potential uses of the site prior to making a recommendation.

Mayor McLeod stated this has been noted as a public hearing and asked if anyone wished to speak.

Chad Essick, Attorney with Pointer Spruill in Raleigh, was present tonight on behalf of Bobby and Nancy Hardee. He spoke on the rezoning request and its consistency with the Town's comprehensive plan. This parcel of land is part of a larger assemblage owned by the Hardee family; they own almost all of the land adjoining this parcel to the north and the west all the way to O'Neil Street where these parcels get their access from. Further north of this site on the other side, is the Ashcroft Subdivision. To the east and the south of this parcel is already zoned I-2.

Mr. Essick stated the reason for this rezoning is the family would like to move some of the recycling activities to these 30 acres, such as grading and creating mulch. To do this, there are local requirements that require this property to be rezoned. There is a host of rezoning criteria that has been addressed in the rezoning application. There was a neighborhood meeting for this rezoning on January 11, 2023, via zoom, only one person attended on behalf of Caterpillar, they did not have any concerns.

Mayor McLeod asked if anyone else wished to speak. With no one else wishing to speak, the public hearing was closed and turned over to Council for deliberation.

Council Member Archer stated she does appreciate the services this family provides in the community. She does see those activities compatible with the current use of the property more in the lines of agricultural use. She does have concerns with two of the rezoning approval criteria, criteria 2 and 6. Criteria 2 is regarding the suitability of the subject property for use is permitted by the current versus the proposed district. Criteria 6 states it has been determined that there would be no adverse effect upon adjoining property owners unless such an effect can be justified by the overwhelming good or welfare. There was more discussion on this. She stated when the Council has this discussion, it needs to be considered of all the uses that are part of that category. Those potential uses are not compatible with adjacent residential development as seen on the map. She stated she hopes there is another way to accomplish what is needed here. She stated this is where she is at and cannot support this.

Council Member Sims asked staff why this did not come through as a conditional zoning standpoint. Mr. Venable stated this is a conventional rezoning. Mr. Howell stated the applicant did not consider submitting a conditional zoning because upon looking at the future land use plan and surrounding rezoning, staff and the applicant felt a conventional zoning could fit. He stated if Council would like to see this as a conditional zoning, the applicant would have to resubmit the proposal and go back through staff review.

Mayor Pro Tem Thompson stated he understands Council Member Archer's concerns, he feels the applicant has met the criteria and it would be undue to ask them to come back with another application. He stated he is comfortable moving forward with a vote. Mayor McLeod stated he finds this ok because the adjoining property has already been zoned and there has not been anyone that has spoken against this.

Council Member Casey addressed staff, he stated he knows we are doing a UDO rewrite, is time of the essence on this until the UDO rewrite is complete. Mr. Howell stated this would better be addressed by the applicant. Mr. Essick stated time is of the essence to get this property in the position to use it for the activities that have been outlined. They have been working with the State to make sure the applicant has all required permits. He stated they would prefer not to have to delay. There was detailed discussion of the activity that would happen on this site.

Council Member Archer asked Mr. Howell to pull up the Employment Center slide. She stated from a resident perspective, the fact that no one heard from anyone at the neighborhood meeting, if she was just the average person reading the Employment Center description, she does not see anything about the waste related service can include animal waste processing, landfill incinerator, heavy manufacturing with offensive uses. She stated she does not recall anything stating this in the staff report. She stated there is another path for the property owner to continue with their business through a conditional rezoning or to wait later this year through our updated code.

Mayor McLeod asked Attorney Cauley, if this property is rezoned, anything that would be developed or listed under the Employment Center would still have to go through Council for approval, correct? Attorney Cauley stated not necessarily, all of those uses are uses of right and some may require additional permitting but not all of them. Attorney Cauley asked if there was a less intense industrial zone that captured what the applicant wants to do and didn't have the additional allowed use in it that seem to be offensive. Mr. Howell stated the only other industrial zoning is I-1 and that would require a Special Use Permit.

Mr. Essick stated the only use he had identified that's allowed in I-2 and not allowed in I-1 is heavy manufacturing, all the other uses he identified are essentially the same.

Mayor Pro Tem Thompson stated he feels this request is consistent with what surrounds it.

Adoption of Ordinance #2023-03-01 and Approval of Statement of

Consistency and Reasonableness

RESULT:	**CARRIED 3-2**
MOVER:	Jason Thompson
SECONDER:	Avery Everett
YES:	Jason Thompson, Porter Casey, and Avery Everett
NO:	Andria Archer and Michael Sims

c. 2022-146-CZM Academy Pointe Phase 10
Presenter: Ben Howell, Planning Director

Mr. Howell spoke on this subject. This request is for a rezoning of property from the B-2 Zoning District to Conditional Zoning-Residential District which would allow for up to 33 multi-family units for a density of 27.27 units per acre for Phase 10 or 12.81 units per acre for the new phase of Academy Pointe. The property size is 1.210 acres located on O'Neil Street with two access streets from Rosemary Street and a cross-access through Academy Pointe. Water, sewer and electric would be provided by the Town.

The proposed master plan would allow up to 33 apartments. Shared was a traffic generation which had been provided by the applicant. This would include 5 additional daily trips, 9 additional AM Peak Hour Trips, 12 Additional PM Peak Hour Trips. On this traffic generation, there was a change in the trip generation manual from the time of the original Academy Pointe until the time the trip generation was done for Phase 10, which is why the numbers do not completely add up. Minimal additional trips would be generated which would not require an additional TIA. The developer would be responsible for making any improvements along O'Neil Street frontage.

Shared were the Development Standards:
Stormwater, Water, Sewer, Electricity

- Project will comply with Town of Clayton Stormwater Ordinance
- Public Water available on Rosemary Street and through other phases in Academy Pointe
- Existing Public Sewer in adjacent phases of Academy Pointe
- Electric service available from Town of Clayton

Landscaping/Buffers

- Landscape buffer and a 6-foot-tall fence will be provided between Phase 10 and the existing single-family homes in Phase 2
- Interior Landscaping and street yard trees meeting UDC Requirements

Architectural Standards

- Provided in Master Plan Narrative – matching existing multifamily buildings in Academy Pointe
- Board-and-batten and brick facades

Conditional Zoning District Criteria

Consistency with adopted plans and policies of the Town

- 2045 Growth Plan calls for area to be High Density Residential
  - High Density Residential area provides for housing near major transportation corridors, existing commercial areas, and Downtown, and up to 10 units/acre
- Proposed density is higher than envisioned in 2045 Growth Plan, but would be a continuation of existing development on either side and consistent with the area

Suitability of Subject Property

- Current zoning permits commercial uses; property is surrounded by residential uses
- Proposed Conditional District permits high density multifamily development
- Applicant is proposing to connect to public water and extend public sewer to serve development

Improves Balance of Uses/Meets Specific Demand in Town

- Area currently mix of residential uses – multifamily, townhomes and single-family detached
- Proposed Conditional Zoning District allows for additional suburban-style multifamily development consistent with surrounding property

Capacity of Adequate Public Facilities and Services

- Schools: Development proposed to be served by Cooper Academy, Clayton Middle and Clayton High – Cooper Academy and Clayton High are on 2022-2023 Capped School List for Johnston County
- Roads: Development will be accessed by Rosemary Street and internal cross-access to Academy Pointe
- Parks/Recreation Facilities: Phase of Academy Pointe Development; Phase 10 will have its own recreational amenity
- Wastewater Treatment: Development proposed to be served by existing sewer infrastructure on site; Development subject to Town Wastewater Allocation Policy
- Water Supply: Public Water is available on Rosemary Street and in Academy Pointe
- Stormwater Drainage: Development will follow Town Stormwater Ordinance

Legal Purposes of Zoning are not contravened

- All Town Ordinances, procedures and approvals will be followed

No adverse effect on adjoining property owners

- Development will be cohesive with Academy Pointe development
- Improvements to existing public road network, connectivity and public utility extensions will mitigate impacts

No one property owner/small group will benefit to detriment of general public

- With imposed conditions, no detriment to general public

Shared was the Master Plan Approval Criteria and this is also included in the staff report. Planning Board and Planning Director recommends this rezoning. Staff recommends approval as well based on the 16 recommended conditions of approval. Shared were these 16 conditions.

Council Member Casey stated in condition 2, except where specifically modified by the approved master plan, he asked if we know what the changes are. Mr. Howell stated the only unified code standards are requirements that the conditional zoning can modify, would be relating to uses in Article 2 and related to use standards in Article 3. This request does not modify any of those standards except they are asking for multi-family uses. As far as engineering and stormwater design centers, based on the conditional zoning submitted and the approved conditions, there are no modifications to those. Regarding the fire code and standards, it does not appear there are any modifications.

Council Member Casey stated this is part of a multi-phase development, correct? Mr. Howell stated yes. Council Member Casey asked if there is anything else being considered on the other phases specifically, Mr. Howell stated this is specifically for the one parcel on O'Neil Street for the three new buildings.
Council Member Sims asked if this is the last phase, Mr. Howell stated as of right now no other phases have been submitted.

Mayor McLeod stated this has been noted as a public hearing and asked if anyone wished to speak.

Dave DeYoung with River Wild Development spoke. He stated this is phase 10, the first 9 phases were approved in 2019 and included phase 10. Originally it was planned for 44 apartments units (4 buildings) and was approved for except where specifically modified by the approved master plan.

This is consistent with the 2045 growth plan and does meet the requirements of the UDC and will comply with the engineering guidelines and stormwater management policies. In 2018, when this was put into the traffic study, it included 44 apartments which explains the difference in the trip generator. There are no new improvements required by the Town or NCDOT for Phase 10 based on the number of limited additional trips.

He stated the request is from B-2 to CZ-R Development of 3 Buildings - 33 Apartments; Amenities including Open Space / Tot Lot; Architecture will match existing apartment building architecture; and fully acceptance of all Conditions of Approval recommended by Planning Department.

Council Member Casey asked what the thought process was to put more apartments along the front of O'Neil Street. Mr. DeYoung stated based on the limited size of the property, also for consistency with the other buildings that has been built. Mr. DeYoung stated these apartments do have sprinklers in them.

Council Member Sims asked if this is the final Phase, Mr. DeYoung stated it was. He stated there is one other parcel within the development, but the property owner has no interest in selling the property. Council Member Casey stated he knows citizens that live in these apartments and one concern is dog waste. Would the applicant consider a condition that would include dogwaste stations. Mr. DeYoung stated this has been talked about internally and they would be comfortable installing the stations. Would the applicant consider another condition to make sure the sidewalks connect to the main sidewalk on O'Neil Street? Mr. DeYoung stated the reason those were removed because of the topographical changes in the site.

Jeff Burke, Clayton Citizen, lives in the property directly across from where Phase 10 is going, stated he is not really in opposition. His question is during construction, his water pressure is half of what it used to be. He asked if there was anything the developer could do for him during this building process.

Mr. DeYoung stated the these are the last three buildings, there were a lot of extensive utilities and improvements that happened at that same time. He stated he cannot speak to water pressure in the Town.

Mayor McLeod stated with no one further wishing to speak, he will close the public hearing and turn this over to Council for deliberation.

Mayor Pro Tem Thompson stated it appears this would significantly improve site lines to that area and this would help with the safety of people accessing O'Neil Street on the curve. He thinks it is consistent with what is already there, and this makes sense. Council Member Sims stated he struggles with the traffic on O'Neil Street and hears the citizens' complaints. Council Member Archer stated she wants to be clear on what the long-term plan for O'Neil Street would be. She would also like to get in touch with Mr. Burke about his water issues to see if she could troubleshoot this.

Adoption of Ordinance #2023-03-02 and Approval of Statement of Consistency and Reasonableness as Well as the Condition Agreed Upon Regarding Petwaste Stations

RESULT:	**CARRIED 5-0**
MOVER:	Andria Archer
SECONDER:	Jason Thompson
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

d. 2022-163-CZM Highland Park Conditional Zoning District
Presenter: Ben Howell, Planning Director

Mr. Howell stated this request is to rezoning the property from R-E to Conditional Zoning Residential District. The property size is 31.70 acres located off N. O'Neil Street. Proposed is a single access on O'Neil Street with two additional future cross-access points and significant environmental constraints along with a proposed connection to Sam's Branch Greenway. This is designated as medium density residential.

Proposed uses are townhomes and apartments with a proposed density of 4.10 units per acre. The Town would provide water, sewer and electric. The trip generation is below the threshold in the UDC, it is expected to generate 894 daily trips, 64 AM Peak trips and 78 PM Peak trips.

The project will comply with the Town's stormwater ordinance. Public sewer is available near Sam's Branch Greenway adjacent to the development.

Stormwater, Water, Sewer, Electricity
- Project will comply with Town of Clayton Stormwater Ordinance
- Public Water available on N. O'Neil Street
- Existing Public Sewer available along Sam's Branch Greenway adjacent to development
- Electric service available from Town of Clayton

Landscaping/Buffers
- Class C landscape buffer and opaque fencing required around perimeter of development
    - Existing vegetation will be used to satisfy buffer requirements in some areas
- Interior Landscaping and street yard trees meeting UDC Requirements

Open Space/Amenities
- At least 50% (15.85 acres) will be preserved as resource conservation area and open space
- Greenway connection to Sam's Branch Greenway and additional amenities proposed

Architectural Standards
- Provided in Master Plan Narrative
    - Front Door Features (Window, transom window, side-light window)
    - Limited façade materials (Fiber Cement Siding, Brick, Stone, Wood, Vinyl Shake or Shingle)

Staff and Planning Board recommend approval with the recommended 21 conditions of approval, which are included in the staff report. The Planning Board did voice concerns over the proposed access but did not recommend any changes or additional conditions.

Jonathan Jacobs provided wastewater allocation to this project. This item was inadvertently left off the agenda, each Council Member received a copy.

Council Member Sims discussed the traffic for this project. Council Member Casey asked about condition #2, Mr. Howell stated this master plan Is not really modifiable, the one area that may be in question is access, but the Town's fire marshal and fire department was included in this review and did not have any concerns. Council Member asked on condition #21, he asked Mr. Howell to elaborate, Mr. Howell stated this condition is meant to say if there is a conflict that the conditions control. Council Member Casey stated at the Planning Board meeting, there was hesitancy on the road frontage. There was further discussion on this.

Mayor McLeod stated this has been noted as a public hearing and asked if anyone wished to speak.

Emily Beddingfield, of Lipscomb Development was present. She stated she is an Urban Planner by trade and has 15 years in this field. She stated this is right outside of the Downtown core. Shared was a map of projects approved and under consideration. This isn't pushing out, it is filling in a hole for development and continuing a development for citizens that want to be close to downtown.

Shared were details of this project

- Small village of garden style, low-rise condominium units and attached single family homes
- Surrounded by well-established woods and natural areas
- A new greenway connection and bridge places residents' steps from the expansive greenway system
- Minutes from restaurants, arts, and shopping in downtown Clayton
- Geared towards families and individuals who want to live maintenance free, enjoy close access to downtown Clayton amenities, and be able to step outside their door into natural areas and greenway recreation

Property Evaluation

- Survey existing features & topography
- Identify natural features (streams, wetlands)
    - Environmental Consultant
- Slopes calculated
- Future Land Use Map / Growth Plan review – density guidance
- Code Review
- Driveway location and requirements by NCDOT
    - Traffic Engineer, Civil Engineer, and NCDOT

Constraints

- Topography and natural features create major site constraints/challenges
- Single Entrance
- Unique property shape
- Single family detached not feasible
  - (Grading needs, max # of units)

Opportunities

- Greenway connection
- Beautiful natural areas can act as amenities (trail, views)
- Extensive natural buffers on 3 sides
- Design buildings to complement property while preserving land and reducing impacts
- Condominiums and attached single family homes

Opportunities: Site Layout/Grading

- Individual building design by architect to fit site topography will reduce grading
  - i.e. "stepped" design, construction into existing slopes vs pad-grading, smaller buildings
- Clustered/grouped buildings = less overall grading needs
- Arrange homes to maximize views and access to amenities

Opportunities: Building Design

- Unique, high quality building designs that complement the surrounding environment
- Smaller scale condominium buildings
  - Garden style, low-rise condos
- Light-filled residences will look out to surrounding wooded areas
- No vinyl siding permitted

Opportunities: Natural Buffers & Compatibility

- Much of the property is hidden from view from right-of-way and surrounding properties
- Natural features create expansive distance from adjacent development
- Class C buffer to west
  - In communication with property owner

Opportunities: Active lifestyle and natural surroundings/views

1. New greenway connection and bridge to the existing Sam's Branch greenway trail (~1,000 feet plus bridge)
2. One or more of the following :

- Neighborhood Green
- Mini-park

- Maintained Natural path through wooded section of site along creek for residents' use
- At least 50% of site preserved as open space
  - 26.7% of this is not RCA but provides additional RCA buffer

Streets: Layout
- Single Entrance
- Layout follows topography/ridge
- Long entrance street to traffic circle
- 2 Cross-Access Connections

Streets: Cross-Access Connections
- Western access aligns with topography of property to west (avoids ravine)
- Eastern access positioned to allow access to two adjacent properties with a single entrance

Entrance: Design
- Landscaped Median entrance
- Street Trees
- Long entrance driveway
  - Roughly 350-400 feet before home construction = little visibility from right of way

Driveway Entrance: Impacts
- N O'Neil Street is a NCDOT Street:
  - NCDOT Driveway Permit Required
  - Turn Lanes required by NCDOT
- Driveway Certification Completed
- O'Neil St Frontage Improvements to be consistent with Transportation Plan
  - ROW dedication, side path development, etc.

Travis Fluitt, PE of Kimley Horne, traffic engineer for the project, was here to speak. He stated the site trips do fall below the threshold. He stated they have coordinated with NCDOT and would be adding a left turn lane, at a minimum, onto O'Neil Street. Mayor McLeod asked how many vehicles can line up to turn off O'Neil Street into this? Mr. Fluitt stated he does not think the turn lane has been designed yet but would say about 4 vehicles. The trip generation showed about 16 entering the AM peak and about 48 in the PM peak, so less than 1 per minute in the afternoon. That would be worked out in design with NCDOT. Mayor McLeod stated that is a concern to him.

Council Member Casey asked about the cross-section access between this location and O'Neil Overlook. Mr. Fluitt stated they would be building a three-lane section and have coordination with NCDOT to make sure there would be enough storage. The turns into the driveways should be coordinated. Council Member Sims stated he has received a lot of emails about O'Neil Street, he asked Mr. Fluitt with everything going on at O'Neil Street, this would not impact the traffic. Mr. Fluitt stated there definitely would be an impact, just would not be significant.

Attorney Cauley asked if the frontage on this have enough length for a turn lane, does NCDOT have enough easement for a turn lane, or will it require additional acquisition? Mr. Fluitt stated he has not been involved in the design, but he believes there is enough right-of-way on O'Neil Street to do symmetrical widening to fit in that turn line in the existing right-of-way.

Ms. Beddingfield spoke on the utilities. There would be connection to water on O'Neil Street, sewer connection to the existing sewer line along Sam's Branch Trail (there would not be connection until Year 2025), the Town would provide electric, and an annexation would be required.
Ms. Beddingfield spoke about the Master Plan Approval Criteria,

- Compliance with code section 155.203(L) and all other applicable requirements of this chapter, or analysis and justification if it deviates from the requirements of this chapter
- Consistent with the Clayton General Design guidelines, conformance of the proposal with the stated purpose of the requested conditional zoning district
- Compatibility of the proposed development with the adjacent community
- The quality of design intended for each component of the project and the ability of the overall development plan to ensure a unified, cohesive environment at full build-out
- Compatible relationships between each component of the overall project
- Self-sufficiency of each phase of the overall project
- The fiscal impact of the proposal and the proposed financing of required improvements
- The success of the proposal in providing adequate pedestrian and bicycle links within the development and with the adjacent community
- The effectiveness with which the proposal protects and preserves the ecologically sensitive areas within the development

Kirk Beck, Clayton Resident off O'Neil Street, is here representing about 12 of his neighbors that want to convey their concerns with this development. In addressing the concerns with this development, people backing the developers say this is good for the community and it's providing attractive housing. He stated it seems the mix of high-density housing with medium density housing is a game of trying to get the average down to medium-density. There are major problems with the location and the traffic. The percentage of the traffic would not meet current zoning which is why they are here for conditional zoning. He stated he has concerns about the traffic and the feel of the community.

Jeff Burke, of O'Neil Street was present to discuss his concerns of this project. 2045 plan is 22 years from now. discussed the

Jennifer Quintero, of O'Neil Street, stated her biggest concern is if they develop that area, the drainage will probably end up on her property. She asked if there were any precautionary measures.

Mayor McLeod asked if anyone else wished to speak. With no one further wishing to speak, the public hearing was closed and turned over to Council for their deliberation.

Council Member Archer stated she appreciates the detailed presentations and the community input. She stated she feels like this is not on the grid. The growth plan is where the community has spoken and the Planning Board references it regularly, since that proposal is not in line, she is not in favor as presented. Council Member Sims stated he loves the project, but gets a lot of emails and phone calls about this particular project and O'Neil Street. He is concerned about the traffic that is continuing to be put on that street. He stated he is not in favor of this project. Council Member Everett stated this is inconsistent with the growth plan and focusing on this area alone, it needs to be a lower density. He stated he must vote against this.

Adoption of Ordinance #2023-03-03

RESULT:	**DENIED 0-5**
MOVER:	Andria Archer
SECONDER:	Michael Sims
YES:	None
NO:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims

Adoption of Resolution #2023-11 (Wastewater) Did Not Pass Due to Ordinance #2023-03-03 being Denied

7. OLD BUSINESS

8. NEW BUSINESS

9. STAFF REPORTS

a. Town Manager

Mr. Cappola stated in regard to comments about O'Neil Street and the overall traffic and transportation, the transportation plan request for qualifications is out and would close on March 27, 2023. Once that is in, staff will evaluate different proposals and hold interviews with hopes to have this back to Council May/June timeframe with selected candidates. There was a meeting with the County to discuss long term water supply. We have some good data and have been provided with feedback. There will be more on that to come.

The Downtown Strategic Plan was presented at the March 6, 2023 Work Session, but has not been finalized. A major recommendation coming out of this was to provide specific branding for Downtown. One of the consultants has a relationship with the same entity that originally created Think Clayton so they have engaged that group to look at a variation and possibly add Downtown specific branding. The estimate is approximately $5,000 and there is potential costs shared between ElectriCities and DDA. They would want to begin mid-April. He would like to confirm that Council would approve moving forward with starting this.

It was consensus of the Council to move forward with this project.

b. Town Attorney

c. Town Clerk

d. Other Staff

10. OTHER BUSINESS

a. Informal Discussion & Public Comment

- Individuals have three (3) minutes to address the Town Council.
- Groups will designate a spokesperson. Spokesperson will have five (5) minutes to address the Town Council.

Emily Beddingfield, would like to request expediting a speed study on W. Stallings Street, she stated there is a speeding problem and an engineering problem that needs to be addressed. She stated she has been in communication with Jonathan Jacobs, Assistant Engineering Director. She asked with the opening of Municipal Park and that being a trailhead to our Greenway system and us wanting to get pedestrians and cyclists on the Greenway, we need to look at the safety of these connection points. She stated if we are denying projects based on increased traffic, she would ask there be an emergency policy that expresses a moratorium on development that would add traffic to roads that meet a specific level of service standard.

Ben Chapman, Clayton Citizen, returned to ask Council to consider adding non-discrimination policies and an inclusive non-discrimination ordinance for the Town. He stated he has networking with citizens of Johnston County, he spoke about Grassroots Crown Coalition.

b. Council Comments

Council Member Sims stated the change of command needs to be followed.

Our change of command starts with the Town Manager and he gives our Town Manager his full support. Council Member Casey stated he is glad to hear we would be doing a transportation plan. He discussed the action O'Neil Street has received in the past few years. Mayor Pro Tem Thompson stated he would like to speak about the traffic, he is hearing in these presentations this is good enough for NCDOT. They have an obligation to keep up, they need to be mindful. Mayor McLeod stated as far as the change of command, this Council supports the Town Manager, the Council does not dictate to staff what to do and what not to do. Staff does a great job and does it 100%. The Town does a great job and he will stand by staff.

11. CLOSED SESSION

a. Discuss Personnel in Accordance with NC GS 143-318.11(a)(6) and to Discuss Legal Matter in Accordance with NC GS 143-318.11(a)(3)
THERE WAS NOT A CLOSED SESSION TONIGHT

12. ADJOURNMENT

a. Adjourn
With nothing further, the meeting was adjourned at 9:17 p.m.

Motion to Adjourn

RESULT:	**CARRIED 5-0**
MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

Duly adopted by the Town Council this 17th day of April, 2023 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk

Town of Clayton
Special Meeting - Clayton Town Council Minutes
Thursday, March 30, 2023 at 8:30 AM
Grifols, 8368 US Hwy 70 W, Clayton, NC
NFF Building, Innovation A & B Room

Council Present:
Mayor Jody McLeod
Mayor Pro Tem Jason Thompson
Council Member Andria Archer
Council Member Avery Everett
Council Member Michael Sims
Council Member Porter Casey

Council Absent:
None

Staff Present:
Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Heidi Holland, Town Clerk
Dolores Gill, Deputy Town Manager
Lee Barbee, Interim Deputy Town Manager/Fire Chief
Robert McKie, Finance Director
Ben Howell, Planning Director
Jonathan Jacobs, Assistant Engineering Director
Joshua Baird, Engineering Director
Michelle Snyder, Exec. Assistant to Town Manager

1 **8:30 - 9:00 A.M**
Breakfast

a) Breakfast was served.

2 **9:00 A.M.**
Call To Order

a) Mayor McLeod called the meeting to order at 9:22 a.m.

3 **9:00 - 9:20 A.M.**
Agenda Review
Consensus of Norms
Communication Activity

a) Agenda Review
Consensus of Norms
Communication Activity
Presenter: Dolores Gill, Deputy Town Manager

Agenda Review
Dolores Gill discussed her plan for the day. This day would be focused on discussion. After each topic, Council would have an opportunity for discussion. This discussion would determine what Council would like to focus on the future. She stated all input on the spreadsheets were extremely valued.

Consensus of Norms

- Express any disagreements
- Be open to Challenge
- Be open to discussion
- Focus on the needs of the Town
- Give you full attention
- Be mindful of timing

Communication Activity

This retreat is about developing relationships, leadership skills and in-depth topics. Ms. Gill shared an activity on communication. Legos pieces in bags were distributed to Council and staff to perform this activity. Staff and Council were paired up, back-to-back, and had to create a lego piece. Once person had to explain to the other person instructions. The pieces were compared to see how well communication was. There was after activity discussion.

4 9:20 - 9:45 A.M.

Town Manager Update

a) Town Manager Update

Presenter: Rich Cappola, Town Manager

Mr. Cappola shared a presentation of his update. He discussed the benefits of having a retreat.

Strengthen Working Relationships

- Focus on leadership skills
- Provides opportunity to detach from daily operations
- Creates an environment to deeply discuss topics
- Provides opportunity for reflection on the past and the future

Why Spring Council Retreat is Important

- Presents current information
- Coincides with completion of CIP
- Provides timely, crucial financial updates for future planning
- Serves to set the stage
- Provides Council w time to reach consensus on priorities

Current Council Priorities

- Capital Improvement Projects
- Transportation/Roads
- Legislative Agenda
- Customer Service
- Growth

Mr. Cappola went into discussion on each one of these priorities.

Where Do We Want To Go?

- **Utilize knowledge developed during these retreats**
- **Utilize CIP planning models**
- **Create a financial plan based on collected data**
- **Develop consensus on near and far term priorities for the Town**

5 9:45 - 10:00 A.M.
Active Capital Projects Update

a) **Active Capital Projects Update**
Presenter: **Rich Cappola, Town Manager**

Mr. Cappola stated he wants to provide an overall tracking document that shows what projects are in progress. This is an active running list. He spoke on the system development fees, which is where developers pay for their access to our wastewater and wastewater capacities. Briefly discussed were the current engineering initiatives located within the spreadsheet. There was detailed discussion on the plans for Legend Park. Mr. Cappola stated if there is anything Council did not see on there, to let staff know. There was detailed discussion on other projects on this spreadsheet. There was discussion on the downtown universal stormwater plan.

Ms. Gill asked Council what their impression of the spreadsheet was and what takeaways were. Council stated it was an impressive list.

6 10:00 - 10:10 A.M.
Break

7 10:10 - 10:30 A.M.
Master Planning Summary and Updates

a) **Master Planning Summary and Updates**
Presenter: **Dolores Gill, Deputy Town Manager**

Ms. Gill shared a spreadsheet that shared projects, purpose, communication, timelines and status of each project. She opened the floor up for discussion. There was detailed discussion on the Regional Water Plan. There was discussion on the master plans that are currently in the works, currently there are 13 master plans. There was discussion on how to share this information with the community, it was stated to create a dashboard to see the goals of each master plan, if they are completed, etc. Mr. Cappola asked Council to send 3-5 main pieces of data to include in the dashboard to share with the public. There was discussion on the Parks & Recreation bonds. There was discussion on bids going out this summer to get these in process. Ms. Gill stated these spreadsheets could be used as talking points to the public.

Mr. Cappola stated on the operation side, there is not a master plan for and public safety or anything police or fire relate. He stated they have met with a consultant to create a fire master plan. More to come on this.

8 **10:30 - 11:15 A.M.**
Budget Review

a) **Budget Review**
Presenter: Robert McKie, Finance Director

Shared were internal benchmarks and fund balance for FY2022. Shared were details on budget survey for FY 2024. He stated there was good participation in this survey, more participants than last year with a 38% increase. For the order of importance, Public Safety and Parks and Recreation were top two. For the tax dollar spending, transportation and infrastructure and public safety were the top two. Recreation Opportunities, the importance was maintenance and renovation of current parks, recreation facilities and greenways, these line up with last year. Shared was the expenditure budget summary.

Budget Highlights

- General Fund budget is $13.1 million out of balance. Capital outlay is $10.9 million. Unable to balance with a fund balance appropriation. Leverage debt issuance to balance
- Water & Sewer Fund budget is $21.8 million out of balance. Capital outlay is $21.9 million. A 18.2% combined rate increase was projected for FY 2024 in the prior year rate model
- Electric Fund budget is $3.6 million out of balance. Capital outlay is $5.5 million. balanced at $20.0 million and required a $1.1 million fund balance appropriation. A 7% rate increase was projected for FY 2024 in the prior year rate model
- 10 new positions included at a cost of $0.9 million

Major Revenue Assumptions

- Tax rate remains at $0.60 with a 99% collection rate
- Ad Valorem property taxes will grow 6.3%. Value of $0.01=$299,000
- Sales tax revenues will increase $0.7 million compared to FY 2023 budget and 3% higher than the $8.4 million estimate for FY 2023
- Development revenue will decline slightly

9 **11:15 A.M. - 12:15 P.M.**
Utility Rates and Updates

a) **Utility Rates and Updates**
Presenter: Black & Veatch, Robert Chambers, Giovanni Rivera Montoya, and Rupa Jha

Mr. Chambers began his discussion.

Agenda

- Purpose
- Key Drivers
- Financial Plan
- Consideration

Biggest Issues for Water and Wastewater Utilities

- Aging infrastructure
- Revenue
- Rates
- Costs
- Resilience
- Information Technology including Data Management
- Aging Workforce

Building Blocks of Rate Study

- Revenue Requirements
- Cost of Service
- Rate Design

Strategies

- WRF Project Cost
- Market Conditions
- Purchased Water Costs
- Purchased Wastewater Treatment Capacity

Financial Plan Objectives

- Usage requirements to serve customers
- Provide 360 days cash on hand
- Achieve debt Coverage of 2.0
- Achieve 10-15% Cash Financing
- Mitigate Customer Bill Impact
- Fund Annual Operation & Maintenance Capital Requirements

Shared were slides that are driving the system as well as the Financial Plan for FY23 - FY28. Shared were rates for a typical monthly water and sewer bill for the Town. There was discussion on showing proposed rates up to FY28 and to also see FY22.

Mr. Cappola discussed the Electric Rate Model. Still expect a 5% increase this year. The Town has researched to see if anything could be dispersed to help with this increase. There was discussion on looking at comparison items.

10 12:15 - 1:00 P.M.
Lunch/Icebreaker Activity

a) Lunch/Icebreaker Activity

Grifols staff was present and shared details of the company.

11 1:00 - 2:30 P.M.
Council Updates and Discussion

a) Council Updates and Discussion
Presenter: Jim Cauley, Town Attorney

He stated he would facilitate topics that Council would ask. Shared was an article written by The Johnstonian discussing Change of Command that was discussed at a previous Council meeting. There was group discussion on development fees, Development Application Actions (how to diplomatically and legally say no to a project), how to get the message out at Council meetings in a positive way, previous projects that came through Council meetings, traffic concerns, and transportation plan.

12 2:30 - 2:45 P.M.
Day One Wrap Up/Leave Grifols

a)

13 RECESS

a)

The meeting was recessed at 2:49 p.m. to travel to Town Hall, then to Goldsboro, NC for the downtown tour.

Motion was made to recess the meeting.

RESULT:	CARRIED 5-0
MOVER:	Porter Casey
SECONDER:	Jason Thompson
YES:	Jason Thompson, Andria Archer, Avery Everett, Michael Sims, and Porter Casey
NO:	None
RECUSED:	Ben Howell, Jonathan Jacobs, and Joshua Baird

14 3:00 P.M.
Meet Bus at Town Hall

- Park Cars at Town Hall

15 3:00 - 4:00 P.M.
Travel to Goldsboro, NC

16 4:00 - 5:00 P.M.
Reconvene Meeting for Downtown Walking Tour

- City of Goldsboro

17 5:00 - 5:30 P.M.
Meet and Greet

- Goldsboro Mayor and City Manager

18 5:30 - 7:30 P.M.
Dinner and Conversation

- Laughing Owl Restaurant, Goldsboro, NC

19 RECESS

Recess Until March 31, 2023, at 8:45 A.M. at Grifols

a)

The meeting was recessed at 9:15 p.m.

Motion to recess meeting until March 31, 2023 at 8:45 A.M. at Grifols

RESULT:	**CARRIED 5-0**
MOVER:	Andria Archer
SECONDER:	Michael Sims
YES:	Jason Thompson, Andria Archer, Avery Everett, Michael Sims, and Porter Casey
NO:	None

Duly adopted this the 17th day of April, 2023 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk

Town of Clayton
Special Meeting – Council Retreat Minutes
Friday, March 31, 2023 at 8:15 AM
Grifols, 8368 US Hwy 70 W, Clayton, NC
NFF Building, Innovation A & B Room

Rotary Room, Town Hall
111 E. Second Street

Council Present:
Mayor Jody McLeod
Mayor Pro Tem Jason Thompson
Council Member Andria Archer
Council Member Avery Everett
Council Member Michael Sims
Council Member Porter Casey

Council Absent:
None

Staff Present:
Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Heidi Holland, Town Clerk
Dolores Gill, Deputy Town Manager
Lee Barbee, Interim Deputy Town Manager/Fire Chief
Robert McKie, Finance Director
Jonathan Jacobs, Assistant Engineering Director
Joshua Baird, Engineering Director
Michelle Snyder, Exec. Assistant to Town Manager

1 **8:15 - 8:45 A.M.**
Breakfast

a) Breakfast was served.

2 **8:45 A.M.**
Call To Order

a) The meeting was called back to session from recess at 8:48 a.m.

Ms. Gill began the meeting and discussed the day.

3 **8:45 - 9:30 A.M.**
Grifols Tour

a) Grifols Tour was cancelled.

4 **9:30 - 11:15 A.M.**
Capital Improvement Projects Prioritization/Ranking

a) Capital Improvement Projects Prioritization/Ranking
Presenter: Rich Cappola, Town Manager & Jonathan Jacobs

Ms. Gill recapped yesterday's discussion. Ms. Gill discussed the living documents that have been created with projects that are currently in the

works and projects that are planned in the future.

Jonathan Jacobs went into detail on the ranking of the projects.

49 General Fund Projects Submitted

- **4 Economic Development**
- **5 Public Safety**
- **2 Library**
- **2 Parks & Rec.**
- **26 Public Works**

General Fund Scoring *(Scored Differently than Water & Sewer and Electric)*

- **Who**
    - **Executive Team, Water Resources Director, Eng. Director, and Ass. Eng. Director**
- **How (Scores 0-5)**
    - **Financial Efficiency and Risk Reduction**
- **Economic Development and Impact**
- **Environmental and Sustainability**
- **Health and Safety**
- **Quality of Life**

Priority Points

- **Each Town Council Member was allotted 15 points**
- **Maximum of 10 points to a single project per Council Member**

Shared was a summary of the Priority Points Scoring. Top scoring Projects were Northside Public Safety Complex with 24 points and Southside Public Safety Complex with 10 points. Shared were Final Ranking with Priority Points.

Mr. Cappola stated with Davenport's study, they shared discussing funding the top 11 projects. This will be discussed more this afternoon.

Mr. Jacobs spoke about the Water & Sewer fund projects. Joshua Baird stated the goal is to have maps and images on our website and to be able to click on a project that would have descriptions on each project.

Enterprise Funds

- **Scoring and ranking based on risk reduction and/or cost effectiveness**
- **Projects evaluated based on LOF (Likeliness of Failure) and COF (Consequence of Failure)**
- **Pre-risk Score vs. Post-risk Score**

Shared was COF *(this is the same for water/sewer and electric enterprise)*

- **Customer Level of Service**
- **Regulatory Compliance**
- **Enterprise Impact**
- **Stewardship**

- **Safety**
- **Financial Impact**

Water & Sewer Enterprise Fund

- **Water Treatment Capacity/Facility**
- **Sam's Branch WRF Phase 2**
- **Starmount Pump Station and Rehab**
- **W. Main St. and Liberty Pump Station**
- **Little Creek Interceptor (NC 42 to Shotwell)**
- **Clayton Operations Facility**
- **Walnut Creek Pump Station Improvements/Abandonment**
- **Forest Hills Regional Pump Station**
- **Neuse River 3 Regional Pump Station**
- **Walmart Pump Station**

Electric Utility Enterprise Fund

- **New Development Installations**
- **Main Street Reconductor**
- **Main Street Conversion**
- **Cobblestone Upgrades**
- **South Substation Facility Upgrades**
- **NC 42 East Feeder Extension**
- **Walnut Creek Backfeed**
- **Boling Street Townhomes Reconductor**
- **Clayton Manor Apartments Rebuild**
- **Brittany Woods Rebuild**

Mr. Jacobs asked if Council if they had any questions or thoughts.

Mr. Jacobs spoke on resurfacing. He has been working with Shaun Mizell to get the contract advertised and awarded, this should be posted in the next week or two. Shared was a list of streets to be resurfaced. The intent and goal is to focus and equally distribute the streets with the infrastructure investment. Also, the goal is to share a map of these streets, this would be shared with Council when available. Mayor McLeod stated on the top 10/15 streets on this list, he would like to see when these streets were last resurfaced, this needs to be considered in this priority.

Mr. Cappola stated part of the reason to get to the model, so there would be more 5-year plans and be able to get these in the budget. As maintaining and replacing things, trying to be more thoughtful on types of materials being used, trying to get a longer life span.

Ms. Gill closed out with charts where Council Members shared their priorities. Shared were Council Member's thoughts on the Town's greatest recent accomplishments: Hiring Rich Cappola as Town Manager, Wastewater Reclamation Facility, Reconstruction of Cultural Arts, Public Safety, Pay Class Study, UDO Rewrite, getting tax and utilities where they need to be, Hwy 42 Extension and Municipal Park were listed.

Ms. Gill asked for Council's thoughts and reactions to where we are going. Mayor Pro Tem Thompson stated discussion needs to be had on how to structure meetings; what can we do to make meetings more efficient. Attorney Cauley stated he has thoughts on those. Discussion on the need to discuss all advisory boards and to make it clear they are advisory boards but make sure they know they are appreciated. Stated to get advisory board chairs together for a meeting for discussion. There was discussion on providing training to the Planning Board.

There was Council discussion on various subjects. Mr. Baird asked for thoughts on the sidewalk on Main Street and to possibly discuss this subject this afternoon.

5 **RECESS**

a) Travel to Town Hall

Mr. Cappola, Ms. Gill and Mayor McLeod left the meeting to travel to Town Hall at 10:23 a.m. Council recessed the meeting to drive to Town Hall.

RESULT:	**CARRIED 5-0**
MOVER:	Andria Archer
SECONDER:	Michael Sims
YES:	Jason Thompson, Andria Archer, Avery Everett, Michael Sims, and Porter Casey
NO:	None

Motion to recess the meeting at 11:30 a.m. and to reconvene at Town Hall.

6 **11:45 A.M. - 1:00 P.M.**

a) Lunch and Meet & Greet

7 **1:00 - 1:15 P.M.**

a) Mayor Pro Tem Thompson called the meeting to order at Town Hall at 1:03 p.m.

8 **1:15 - 2:00 P.M.**
Davenport Financial Update

a) Davenport Financial Update
Presenter: Ted Cole

Ted Cole with Davenport presented on this item. Davenport is the financial provider to the Town, helping to develop a plan of finance to bring projects online. We are AA+, one point away from the highest rating any local government could achieve. Discussed was the Town's Moody's Rating Methodology. He stated getting to AAA level is a reasonable goal.

Discussed were credit strengths, credit challenges, factors that could lead to an upgrade and factors that could lead to a downgrade.

S&P Rating has 7 Factors

- Strong Economy
- Strong management
- Strong budgetary performance
- Very strong budgetary flexibility
- Very strong liquidity
- Adequate debt and contingent liability position
- Very strong institutional framework

Historically, the Town's operating revenues have exceeded operating expenditures, resulting in a structurally balanced budget and annual operating surpluses. The Town has increased total fund balance each year for the past five years.

The Town has a very good policy and has maintained compliance. Very much in line with medians of other Towns. It's right where we are expected to be in a AA+ rating.

There was discussion on debts. All of the Town's debt is a fixed rate debt and would only change if we refund or decide to pay it off early. Shared was the 10-year payout percentage. We have the capacity to take on more debt and demonstrate we are below our policy. 7% of our debt service is going to expenditures. Shared was the debt affordability analysis. In September, a GO bonds for Parks & Rec. would be issued and funding for the top two projects is scheduled, the amount and timing could change. Shared was a graph of the total projects and a graph of the priority projects. Summary of cases analyzed chart was shared. There was discussion on raising tax rates, dividing up the increases among three every other year. It was asked what is the impact on bond rating when it is marginally out of compliance; Mr. Cole stated the experience has been the rating agency gets a lot of comfort that we are aware that doing something would put us out of compliance.

There was discussion on raising taxes and shared were different scenarios. It was stated there needs to be more discussion. It was consensus of Council to focus on the top 10 projects on the project ranking schedule. Council stated they felt like the model worked. There was discussion on being able to change the order of the top 10 but still keeping the top 10 projects. Some of these projects would have more impacts on the yearly operating budget and could start to put more research on what the general operating impacts on these projects would be.

9 2:00 - 2:45 P.M.
Setting Priorities for the Future

a) **Setting Priorities for the Future**
Presenter: **Mayor Pro Tem Thompson and Mayor McLeod**

There was discussion on the top priorities of the Council.

Council Member Sims: Copper District, traffic, UDO
Council Member Archer: Adequate infrastructure, safety for growing population
Mayor McLeod: WWRF, public safety, doing less with more
Council Member Everett: safety, quality of life, putting forth plans and ideas
Council Member Casey: Manage growth through UDO, progress of master plans, efficient use of resources, quality of life
Mayor Pro Tem Thompson: traffic, budgeting, get projects done

There was discussion that the budget survey lined with the top 10 ranking projects.

Ms. Gill asked Council, while creating our 5 and 10-year plan and getting this process going, what do you think is a workable number of priorities? It was stated traffic, quality of life and public safety and it was stated these play off of each other. There was discussion on with growth, comes more emergencies and crime. There was discussion on expectations of what is expected out of a strong leadership team, attentive to timelines and getting things done. There was discussion on where the struggles are from the thoughts of the Council.

Discussion on the need to communicate to the public that we are in the process of developing the transportation plan. Discussion on creating a map or GIS widget on the website, that shows who is responsible for that area/intersection and the process of it.

There was discussion on code enforcement and getting to the point of staff driving around and fining for violations. There was a newsletter in the past that captured this information and let the public know of different violations. There was discussion of having a newsletter go out with the monthly utility bill. How can we reach these people that have these violations? Mention this in council comments at a council

There was discussion on each department providing accurate information to Communications Department for campaigning. There was discussion on assigning a communications person to the Council.

Attorney Cauley discussed condensing meetings, how to be more efficient. His opinion to take out introductions and special presentations. There was discussion on the amount of time it takes to handle the proclamations. Employee introductions are something he has not really seen in the past. It was suggested to have elected officials come to orientation just to introduce themselves. Discussion on new employees coming to work sessions for introduction. There was discussion of having a shot clock so presenters know how much time they have left. There was discussion on having staff not read Findings of Fact or conditions if they are included in the staff report and/or agenda. For proclamations, just say it has been entered into the record and

present it to the appropriate staff/citizen.

10 2:45 - 3:00 P.M.
Break

11 3:00 - 4:00 P.M.
Council General Discussion

a) Council General Discussion

12 4:00 - 4:15 P.M.
Wrap Up and Next Steps

a) Wrap Up and Next Steps

Council stated it was a good retreat. Mr. Cappola stated they received good direction.

13 ADJOURNMENT

a) Adjourn

With nothing further, the meeting was adjourned at 4:03 p.m.

Motion To Adjourn

RESULT:	**CARRIED 5-0**
MOVER:	Jason Thompson
SECONDER:	Avery Everett
YES:	Jason Thompson, Andria Archer, Avery Everett, Michael Sims, and Porter Casey
NO:	None

Duly adopted this the 17th day of April, 2023 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk

Town of Clayton
Town Council Work Session Minutes
Monday, April 3, 2023 at 3:00 PM
Rotary Room, Town Hall
111 E. Second Street

Council Present:
Mayor Jody McLeod
Mayor Pro Tem Jason Thompson
Council Member Andria Archer
Council Member Avery Everett
Council Member Michael Sims
Council Member Porter Casey

Council Absent:
None

Staff Present:
Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Heidi Holland, Town Clerk
Dolores Gill, Deputy Town Manager
Lee Barbee, Interim Deputy Town Manager/Fire Chief
Robert McKie, Finance Director
Ben Howell, Planning Director
Byron Poelman, Water Resources Director
Michelle Snyder, Exec. Assistant to Town Manager
Patrick Pierce, Economic Development Director
Lydia Davis, Economic Development Specialist
Joshua Baird, Engineering Director

1 CALL TO ORDER

a) Mayor McLeod called the meeting to order at 3:08 p.m.

2 ADJUSTMENT OF THE AGENDA

a)

Approve or Adjust the Agenda

RESULT:	**CARRIED 5-0**
MOVER:	Michael Sims
SECONDER:	Jason Thompson
YES:	Jason Thompson, Andria Archer, Avery Everett, Michael Sims, and Porter Casey
NO:	None

3 ITEMS FOR DISCUSSION

a) Downtown Master Plan (1 Hour, 30 Minutes)
Presenter: Dan Lambert, McAdams and Ben Howell, Planning Director

Dan Lambert, with McAdams, was present to discuss this item. Shared was the process, there have been meetings with focus groups and have spoken with stakeholders. McAdams is currently analyzing what they have and making recommendations.

Mr. Lambert stated he would take recommendations, and this would become a series of action items that Council would take. Community survey began October 2022, and had great input with over 1,000 responses. Shared were the survey results.

Full market research was completed by Rose Associates. Shared was that research. There was discussion on the parking at Horne Square, it was stated this is not conducive to the town. Next steps, we are in the planning stage, we are creeping into the final plan, then adoption.

Shared were different options for opportunity site concepts.

Included in the minutes is the Process & Plan Status Update.

b) Council Discussion (15 Minutes)

Joshua Baird began discussion on the East Main Street project. Slides were shared and the three options. The costs for all three options are approximately the same. With Option #1, overhead utilities are an issue. Recommendations from Dan Lambert with McAdams would be Option #3, Option #1, then Option #2. There was discussion on the possible risk of losing money from LAPP if this project takes a long time to begin. There was discussion on possible drainage issues.

It was the consensus of the Council to proceed with Option #3.

4 CLOSED SESSION

a) Closed Session to Discuss Legal Matter in Accordance with NC GS 143-318.11(a)(3) & To Discuss Personnel Matter in accordance with NC GS 143-318.11(a)(6)

Motion to Go Into Closed Session

RESULT:	**CARRIED 5-0**
MOVER:	Jason Thompson
SECONDER:	Michael Sims
YES:	Jason Thompson, Andria Archer, Avery Everett, Michael Sims, and Porter Casey
NO:	None

Motion to Return to Open Session

RESULT:	**CARRIED 5-0**
MOVER:	Jason Thompson
SECONDER:	Avery Everett
YES:	Jason Thompson, Andria Archer, Avery Everett, Michael Sims, and Porter Casey
NO:	None

5 ADJOURNMENT

a) Adjourn

With nothing further, the meeting was adjourned at 5:35 p.m.

Motion to Adjourn

RESULT:	**CARRIED 5-0**
MOVER:	Jason Thompson
SECONDER:	Andria Archer
YES:	Jason Thompson, Andria Archer, Avery Everett, Michael Sims, and Porter Casey
NO:	None

Duly adopted by the Town Council this 17th day of April, 2023 while in regular session.

____

Jody L. McLeod
Mayor

ATTEST:

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Heidi L. Holland, CMC, NCCMC
Town Clerk

Town of Clayton
Regular Town Council Meeting Minutes
Monday, April 3, 2023 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

Council Present:
Mayor Jody McLeod
Mayor Pro Tem Jason Thompson
Council Member Porter Casey
Council Member Avery Everett
Council Member Andria Archer
Council Member Michael Sims

Council Absent:
None

Staff Present:
Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Heidi Holland, Town Clerk
Dolores Gill, Deputy Town Manager
Lee Barbee, Interim Deputy Town Manager/Fire Chief
Robert McKie, Finance Director
Greg Tart, Police Chief
Scott Barnard, Parks & Rec Director
Catherine White, Comm. & Marketing Specialist
Patrick Pierce, Economic Development Director
Lydia Davis, Economic Development Specialist
Joy Garretson, Library Director
Ann Game, Rev. & Utility Customer Service Director
Lauren Lambert, Special Events & Marketing Manager

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. Mr. Cappola made the following adjustment to the agenda:

REMOVE: 3a. and 5a.

RESULT:	**CARRIED 5-0**
MOVER:	Jason Thompson
SECONDER:	Porter Casey
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

3. CONSENT AGENDA

a. Minutes

- March 20, 2023 - Regular Session Minutes
- March 6, 2023 - Closed Session Minutes

Presenter: Heidi Holland, Town Clerk

This was removed from the agenda.

b. Accept Public Utilities into the Town Of Clayton Public Utility System for Maintenance – Spinning Mill Apartments, Phase 1

Presenter: Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

c. Accept Streets into the Town Of Clayton Street System for Maintenance – Cameron Crossing, Phase 1

Presenter: Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

d. Accept Streets into the Town Of Clayton Street System for Maintenance – Highgate Subdivision, Phase 3

Presenter: Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

Approve Consent As Presented

RESULT:	**CARRIED 5-0**
MOVER:	Jason Thompson
SECONDER:	Michael Sims
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

4. ADMINISTRATIVE ITEMS

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

a. Employee Introductions

Raven McLaurin, Stormwater Engineer
Presenter: Joshua Baird, Engineering Director

Joey Adams-Raczkowski, Planner II
Presenter: Ben Howell, Planning Director

This was removed from the agenda.

b. World Autism Awareness Day & World Autism Month Proclamation

Presenter: Mayor McLeod to Present to Michael Strauss

The President of the Triangle Area Networking Group (TANG) and DJ Sandvobal were present to accept the proclamation for Autism Awareness month. TANG, along with the Clayton Fire Department, will host Autism, Awareness Month: Accept. Understand. Love. Event which will be held on Saturday, April 29th from 10:00 a.m. – 2:00 p.m.

Mayor McLeod proclaimed April 2023 World Autism Month and April 2, 2023 World

Autism Awareness Day.

c. Arbor Day Proclamation
Presenter: Mayor McLeod to Present to Scott Barnard

Lauren Lambert, Scott Barnard, Patrick Pierce and Joy Garretson accepted this proclamation. On April 28th, Downtown Clayton and the Library, at Municipal Park at 5:30 p.m., will be hosting activities such as live music and a movie night. Mayor McLeod proclaimed April 28th as Arbor Day.

d. Week of the Young Child Proclamation
Presenter: Mayor McLeod to Present to Dana Wooten, Clayton Chamber of Commerce President & Myra Burrell, Data and Contracts Manager

Dana Wooten, Myra Burrell and Joy Garretson were present to accept this proclamation. Ms. Burrell spoke on this subject. Mayor McLeod proclaimed April 1-7, 2023 as the Week of the Young Child.

6. PUBLIC HEARINGS

7. OLD BUSINESS

8. NEW BUSINESS

a. Main Street Designation
Presenter: Patrick Pierce, Economic Development Director

Patrick Pierce and Lydia Davis were present. Provided was an update on the Downtown Strategic Plan and Downtown Master Plan. Mr. Pierce asked for guidance from Council on this item. An update was provided. Main Street Designation goes on 8 principles, comprehensive incremental, self-help, partnership, build on assets, quality focus, change and implementation base. Shared was a four-point approach and information on the Downtown Associate Community (DAC) program and their requirements (which the Town meets these). 3 to 5 communities will be selected. The application is due by the end of the month with a decision to be made by June.

Mayor McLeod stated it is a great idea.

Motion to Move Forward

RESULT:	**CARRIED 5-0**
MOVER:	Porter Casey
SECONDER:	Avery Everett
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

9. STAFF REPORTS

a. Town Manager
Presenter: Rich Cappola
Mr. Cappola thanked Grifols for hosting the Town at the Council Retreat on March 30

& 31, 2023.

April 5th would be Storytime at Fire Station 1 at 10:00 a.m. April 15th, would host Parks & Recs Flower Fest and Plant Sale at 8:00 a.m. located Clayton Community Center. Also on April 15th, Thompson Square would be at The Clayton Center at 8:00 p.m.

b. Town Attorney
Presenter: Jim Cauley

Nothing to Report

c. Town Clerk
Presenter: Heidi Holland

Nothing to Report

d. Other Staff

Mass Communications/Data Voice Presentation
Presenters: Dolores Gill, Deputy Town Manager & Ann Game, Utilities Billing Director
Presenter: Dolores Gill, Deputy Town Manager
Ann Game, Utilities Billing Director

Dolores Gill stated she and Ann Game wanted to provide a quick update on this subject. Nathanael Shelton has been working to coordinate to be able to provide electric outage management coverage when outages and other emergencies happen.

This program will have an anticipated rollout date of Summer 2023. Ms. Game stated her team has been working 2.5 weeks to update customer information. They have updated electronic bills and in 2 weeks, have collected over 500 customers updated data. They are asking customers to read the back of their bills for critical information. Darcy Ammons has been working on the marketing aspect of this program.

Council Member Sims thanked Ms. Game for her positive attitude and for everything she is doing.

10. OTHER BUSINESS

a. Informal Discussion & Public Comment
- Individuals have three (3) minutes to address the Town Council.
- Groups will designate a spokesperson. The spokesperson will have five (5) minutes to address the Town Council.

Ben Chapman was present to represent JoCo Rainbow, an organization that he founded. He spoke on a protest in March 2022 that he attended. He spoke about a meeting at the Hawkins-Hartness House with Mark Robinson. He spoke about reflecting positive change for the LGBTQ+ and asks that Council adopt a LGBTQ+ ordinance.

b. Council Comments

Mayor McLeod mentioned the change of the location for Storytime at the Fire Department and the location of the Easter Bunny. These events will now be held at Town Square.

11. CLOSED SESSION

12. ADJOURNMENT

a. Adjourn

With nothing further, the meeting was adjourned at 6:32pm

Motion To Adjourn

RESULT:	**CARRIED**
MOVER:	Jason Thompson
SECONDER:	Michael Sims
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

Duly adopted by the Town Council this the 17th day of April 2023 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk

Resolution #2023-19

A RESOLUTION RATIFYING, ACCEPTING AND APPROVING THE AMENDED CHARTER RESOLUTION OF CENTRAL PINES REGIONAL COUNCIL (FORMERLY TRIANGLE J COUNCIL OF GOVERNMENTS)

WHEREAS, the Councils of Governments system was created by the State of North Carolina in 1970 by Governor Bob Scott designating seventeen Regional Councils to serve across the state and Triangle J Council of Governments (TJCOG), formerly the Research Triangle Regional Planning Commission, as the regional entity serving Chatham, Durham, Johnston, Lee, Moore, Orange, and Wake counties, and the municipalities within those counties;

WHEREAS, the TJCOG Board of Delegates approved an organization rebrand process in its Fiscal Year 2022-2023 budget to identify and implement a new name, logo, and brand for the organization, and rebranding consultant Carrboro Creative was selected to conduct the process in the Fall of 2022;

WHEREAS, the proposed rebrand, including a name change from Triangle J Council of Governments to Central Pines Regional Council was presented to the TJCOG Officers, TJCOG Executive Committee, and TJCOG Board of Delegates in December, February, and March of 2023 for consideration;

WHEREAS, the TJCOG Executive Committee and TJCOG Board of Delegates unanimously approved the name Central Pines Regional Council and approved a proposed amended charter to reflect this change;

WHEREAS, the charter is TJCOG's governing document and must be endorsed by all member governments when they join the organization and by a minimum of 2/3 when amendments to the document are made;

NOW, THEREFORE, BE IT RESOLVED BY GOVERNING BODY

that the Town of Clayton does hereby ratify, accept, and approve the amended Charter Resolution reflecting the organization's new name of Central Pines Regional Council. Further, the governing body authorizes that the new name will be effective July 1, 2023, or once 2/3 of the member governments approve the Charter amendment, if it is after July 1, 2023.

Adopted and approved this the 17th day of April, 2023.

Jody L. McLeod
Mayor

ATTEST:

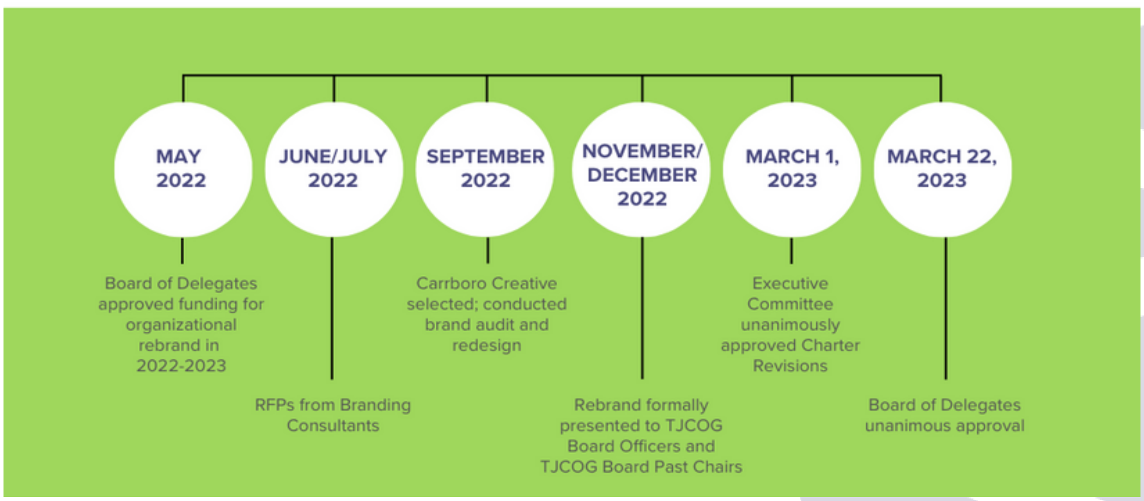
Heidi L. Holland, CMC, NCCMC
Town Clerk

CENTRAL PINES
REGIONAL COUNCIL

Triangle J Council of Governments (TJCOG) is in the process of changing its legal name to Central Pines Regional Council, an action that was unanimously adopted by our Board of Delegates. This change will formally occur after 2/3 of TJCOG's local government members adopt the charter amendment reflecting the name change.

REBRANDING TIMELINE

CENTRAL PINES
REGIONAL COUNCIL



WHY CENTRAL PINES?

- To distinguish ourselves as an organization within the region
- To be more representative of all communities we serve, in the Triangle and beyond
- To represent the pine tree as the North Carolina state tree
- To nod to the pine tree's rich history in our state through the production of tar, pitch, rosin, & turpentine, and as the main source of lumber for construction
- To reflect our organization's ability to change, grow, and evolve. Pine trees are easily adaptable to any soil conditions, from Moore County's sandy soil to Raleigh's red clay dirt.

MOVING FORWARD

The change will take effect on July 1, 2023 or once 2/3 of members adopt the charter.

Central Pines Regional Council
Charter Resolution

WHEREAS, together with the other county and municipal governmental units adopting concurrent Resolutions identical hereto, recognize that there is a need for such governmental units to consult among themselves and to act in concert with reference to regional matters affecting health, safety, welfare, education, recreation, economic conditions, regional planning or planning development; and

WHEREAS, Central Pines Regional Council is the primary regional organization for its member units of local government and, where feasible, every effort should be made for member units to direct related programs to Central Pines Regional Council rather than to other agencies; now, therefore, be it

RESOLVED, that pursuant to the General Statutes of North Carolina, Chapter 160A, Article 20, Part 2, the following Resolution is adopted for the establishment of a regional council.

ARTICLE I

<u>Short Title - Binding Effect.</u> This Resolution is the "Charter" of this Regional Council; and said Charter, together with all amendments thereto, is binding upon and shall ensure the benefit of all governmental units adopting it.

ARTICLE II

<u>Name</u>. The name of the regional council hereby established is the Central Pines Regional Council.

ARTICLE III

<u>Purpose</u>. The purposes of the Council are:

1) To serve as a forum for discussion of governmental problems of mutual interest and concern;

2) To develop and formalize policy recommendations concerning specific matters having an areawide significance which may include but are not limited to the following:

   a) human resource development and human relations.
   b) housing, public and private.
   c) health care and hospital services.
   d) recreation.
   e) sanitation and refuse disposal.
   f) communications.
   g) transportation.
   h) water, sanitary sewer, electric power and other utility services.
   i) air, water and other environmental development.
   j) commercial and industrial development.
   k) law enforcement.
   l) welfare.
   m) fire protection and prevention.
   n) regional land use planning.
   o) workforce development and training,
   p) conservation and development of natural resources.
   q) emergency management. and
   r) community and economic development.

3) To promote inter-governmental cooperation;

4) To provide organizational machinery to insure effective communication and coordination among the participating governmental units and other governmental units.

5) To serve as a vehicle for the collection and distribution of information concerning matters of areawide interest;

6) To review, upon request of any governmental unit within the Central Pines Region, applications of that unit for any grant in aid, federal, state or private; and

7) To provide services to local governments and residents in the area known as the Central Pines Region where appropriate and authorized.

The Council shall strive to promote harmony and cooperation among its members. It shall seek to deal with regional problems in a manner that is mutually satisfactory and shall respect the autonomy of all local governments within the Central Pines Region.

ARTICLE IV

Membership

1) The initial membership of the Regional Council shall consist of the general purpose governmental units of and in the counties of Chatham, Durham, Johnston, Lee, Orange, and Wake, known as the Central Pines (formerly Triangle J) Region, which adopted a resolution pursuant to N.C.G.S. 160A-470 on or before June 30, 1972.

2) Membership was extended to the general purpose governmental units of and in Moore county in 2001.

3) Any municipality or county in the Central Pines Region that is not an initial member of the Council may join this Council by ratifying or adopting this Charter and upon a majority vote of approval by the Board of Delegates. Notice of such application for admission shall be given to existing members of the Council at least ten (10) days prior to the date of the meeting at which the vote is to be taken.

4) All rights and privileges of membership in the Council shall be exercised on behalf of the member governments by their delegates to the Council.

5) Any special purpose governmental agency in the Central Pines region involved in matters affecting the health, safety, natural resources, welfare or education of the citizens of North Carolina, such as school boards, sanitary districts, and soil and water conservation districts, is eligible to apply for an affiliate membership in the Council. The application may be approved and an affiliate membership granted to such special purpose governmental unit upon the affirmative vote of the Board of Delegates. The affiliate member shall pay no assessment, but the Council may charge each affiliate member a reasonable sum to cover its proportionate share of the direct costs of providing services to the affiliate members, provided such payments are authorized by law. The affiliate member shall have no vote in the Council, but its designated representative may serve on any technical or advisory committee and may otherwise participate in the deliberations of the Council.

ARTICLE V

Withdrawal. Any member may withdraw from the Council at the end of any fiscal year, provided written notice of intent to withdraw is given to each of the other members at least sixty (60) days prior to the end of the fiscal year.

ARTICLE VI

Governing Board.

1) The governing board of the Central Pines Regional Council shall be known as the Board of Delegates, which shall be constituted as described below.

2) The Board of Delegates shall consist of one delegate from each member governmental unit. Each governmental unit may designate any number of alternate delegates. All delegates and alternates shall be elected members of the governing bodies of the member governmental units they represent. The delegates and alternates, as well as their successors, shall be selected by the member governing bodies in any manner consistent with law and the regulations governing such body, and their names shall be certified to the Council in the manner described by the Bylaws of the Council.

3) The term of office of each delegate shall commence upon the date of his/her appointment and certification to the Council by the governing body of the member governmental unit he or she represents; and such terms shall expire when the appointing body has appointed his or her successor and certified such successor to the Council, unless he or she shall sooner resign, or cease to be an elected member of said governing body, in which case his or her term shall expire on the effective date of such event. Each member shall certify to the Council the name of its delegate and any alternate(s) prior to the first Board of Delegates meeting of the calendar year. Only an individual who has been duly appointed and certified to the Council as a delegate or alternate may serve as a voting member of the Board of Delegates.

4) The delegates shall be reimbursed, upon submittal of proper receipts, for direct expenses incurred in connection with discharging their duties as delegates to the Central Pines Regional Council.

5) It is the intent of this Charter that all delegates to the Council shall have demonstrated an interest in the sound development of the Central Pines Region.

ARTICLE VII

Meeting. Regular meetings of the Board of Delegates shall be held, as provided in the Bylaws to receive reports from its standing committees and to conduct necessary business. The Chair may cancel the regular meeting if he or she determines that there is no need for the meeting. Special meetings of the Board of Delegates may be called by the Chair, or by any three members thereof. All meetings shall be open to the public.

At least 48 hours written notice of any meeting shall be given to all delegates of the Board of Delegates. It shall state the time, place, and purpose of the meeting, and may be sent by electronic means. At least twenty-four (24) hours written notice (including electronic notice) shall be given of any committee meeting to all committee members. Any member may waive notice of this requirement for himself/herself.

ARTICLE VIII

Quorum and Voting Requirements.

1) Except as provided in Paragraph 4 of this Article, each member governmental unit shall be entitled to one vote on all matters coming before the Board of Delegates or before any committee to which such member unit is duly appointed. All votes shall be cast by the delegate, or in his or her absence, by an alternate delegate of the member government.

2) The quorum shall be established in the Bylaws. The affirmative vote of a simple majority of members present at any meeting at which a quorum is present shall be required for any action or recommendation of the Board or any Committee, unless this Charter or the Bylaws of the Council require a larger affirmative vote on particular matters.

3) Voting shall be by voice, by show of hands, or, upon the request of any three delegates, by a poll of the delegates.

4) At the request of any delegate present, any questions shall be determined by weighted voting. Weighted voting shall mean that each participating member local government shall have one vote for each 5,000 units of population, as determined by the most recent decennial census, and for any remaining fraction of 5,000 units within the geographical boundaries of the participating government, except that any participating government whose jurisdiction has a population of less than 5,000 shall have one vote. In the case of any weighted voting question delegates representing local governments with at least two thirds of the aggregate votes of member local governments shall be present and participating. An affirmative vote of at least two thirds of the votes cast shall be required to decide any weighted voting question.

5) Proxy voting is not allowed.

6) The provisions in this Article VIII apply to all committees and boards of the Council except to the extent such committee or board has adopted different measures.

ARTICLE IX

Board of Delegates

1) At the first regular meeting of the Board of Delegates, and annually thereafter as provided by the Bylaws, the Board of Delegates shall elect a Chair, a First Vice Chair, a Second Vice Chair and a Secretary-Treasurer to serve as officers for one year or until their successors have been duly elected. The Board of Delegates may also elect such additional officers as the Board of Delegates finds to be necessary in the proper performance of its duties.

2) The Chair shall preside at all meetings of the Board of Delegates and shall conduct said meeting in an orderly and impartial manner so as to permit a free and full discussion by the membership of such matters as may be brought to the Board of Delegates. The Chair shall have the same voting rights as other members.

3) The Chair may appoint such advisory committees as he or she finds necessary or desirable.

4) The First Vice Chair shall perform all of the duties of the Chair in the absence of the Chair, or in the event of the inability of the Chair to act, and shall perform such other duties as the Board of Delegates may delegate to him or her. The Second Vice Chair shall perform all of the duties of the First Vice Chair in the absence of the First Vice Chair or in the event of the inability of the First Vice Chair to act.

5) All other officers elected by the Board of Delegates shall perform such duties as may be prescribed by the Board of Delegates.

ARTICLE X

Finance Matters:

1) On or before the 15th day of May each year, the Council shall prepare and submit to each participating governmental unit its proposed general budget for the next fiscal year. The Council shall notify member governments of anticipated member assessment on or before the 15th day of April each year.

2) The general budget shall set out the proportionate share of the budget to be borne by each member governmental unit by a method established in the Bylaws and reviewed periodically by the Board of Delegates.

3) A special budget providing for cooperative arrangements or coordinated action for two or more members may be adopted at the request of members participating in special functions. The share of the special budget to be borne by each participating member shall be determined by the participating members.

4) Upon approval of its share of each budget by a member local government, such member shall appropriate its share of the budget, and after adoption of its own budget, shall forward to the budget officer its share of the budget.

5) All local appropriations to the Council shall be made in accordance with the Local Government Budget and Fiscal Control Act, as may be appropriate.

6) The finance officer shall have authority to collect, deposit, and disburse funds made available to the Council from any source whatsoever, and also perform other duties as prescribed by G.S. 159-25. Finance officers shall be bonded as required by G.S. 159.29. All monies received for the Council shall be deposited into an official depository of the Council for the exclusive use of the Council, and shall be paid out only by check signed by the finance officer and countersigned by the Executive Director or another official designated by the Council. Funds shall be disbursed only when they are within the amount of appropriations made according to the budget of the Council.

7) The Board of Delegates may designate a Council employee or, with the agreement of the governing body involved, designate one of the city or county accountants as the finance officer to perform the duties as described in the Local Government Budget and Fiscal Control Act insofar as post-budget approval of expenditures is concerned.

8) It shall be the duty of the Board of Delegates to require that all financial records and accounts of the Council be audited annually by a certified public accountant or by an accountant certified by the Local Government Commission as qualified to audit local governmental accounts. A copy of the annual audit shall be forwarded to each member county and municipality and to the secretary of the Local Government Commission.

ARTICLE XI

Committee Structure.

1) The Board of Delegates may establish an Executive Committee, other committees of the Board itself, and technical and advisory committees.

2) Executive Committee. The Executive Committee shall consist of two delegates from each county in the Region. The officers of the Council and the immediate past Chair shall automatically be members, and will thereby occupy that number of the two seats allotted to their county. Each county government will occupy one seat on the committee. The other seat from each county will be occupied by a municipal delegate from that county. The municipal delegate will be chosen by a vote of all the municipal delegates from that county unless that seat is automatically assigned as provided above. If there are more eligible delegates than available seats for those delegates to serve on the Executive Committee due to the automatic assignments provided above, then the number of Executive Committee members shall be temporarily increased to allow all eligible delegates to serve on the Executive Committee.

3) Technical and Advisory Committees. The Chair may appoint technical or advisory committees with broadly representative membership for any of the planning studies and work elements in the Program of Work. These Committees should work directly with the Council staff and its consultants and make periodic reports to the Council. In addition to reviewing periodic progress reports, these advisory committees should directly participate in the planning process.

ARTICLE XII

Annual Report. The Council shall prepare and submit an annual written report of its activities, including a financial statement, to the participating governmental units.

ARTICLE XIII

Powers, Duties and Functions of the Council. Within the limits of funds and personnel available, the Council:

1) Shall have and may exercise, in accordance with its Charter and Bylaws, all of the powers which the General Assembly of North Carolina has authorized, and may hereafter from time to time authorize, this Charter to confer upon the Council, including, but not limited to, all of the specific powers enumerated in Section 160A-475 (any amendments thereto) of the General Statues of North Carolina, which powers are incorporated herein by reference.

2) Shall have, and may exercise, in addition to and not in limitation of the foregoing, the following powers:

   (a) To create such committees as it deems necessary to exercise the powers granted to the Council herein in dealing with problems or problem areas that do not involve all the members of the Council. At least one delegate from each member governmental unit affected by the problem or problem area to be dealt with by the committee is entitled to be a member of that committee. Any two or more member governmental units shall have the right to have a Council committee formed to exercise the powers of the Council with reference to any problem which affects the petitioning governmental units, unless the Council shall reasonably determine that the problem or problem area in question should be assigned to an existing committee, in which case the petitioning member shall be entitled to be represented on said committee. The subject matter over which any committee has jurisdiction to exercise the powers of the Council shall be specifically defined, but may be enlarged or restricted by the Council from time to time. Unless the right of a member of representation on any particular committee granted herein above is asserted, the Chair of the Council shall designate the membership of all committees.

   (b) To accept, receive and disburse in furtherance of the duties, purposes, powers, and functions specified in the Charter all member assessments, funds, grants, and services made available by the State of North Carolina, any other municipality or county or other governmental or quasi-governmental unit or agency, (whether or not a member of such Council) and private and civic sources. The Council may provide matching funds, grants or services, received from any source, to or from any governmental or quasi-governmental agencies established by the Council or any two or more member governmental units in furtherance of the duties, purposes, powers, and functions herein contained. None of the powers contained in this subparagraph may be exercised by any committee except with respect to funds budgeted or appropriated for their use by the Council.

   (c) To meet with, consult with, and act in concert with any county or municipality, any agency of the State or Federal government, any civic organization, or any private organization in the furtherance of the purposes and objects within its jurisdiction.

   (d) To participate, as a unit of local government, in any undertaking with any other unit of local government, whether or not a member of the Council, for the joint exercise of governmental powers in accordance with the provisions of Chapter

160A, Article 20, Part 1 of the General Statutes of North Carolina (and any amendments thereto).

(e) To contract with any person, firm or corporation for goods and/or services when same have been authorized by budget appropriations or by special resolution of the Council appropriating available funds.

(f) To adopt Bylaws containing such rules and regulations for the conduct of its business as it may deem necessary for the proper discharge of its duties and the performance of its functions, not inconsistent with the Charter of the laws of North Carolina.

(g) To create agencies of the Council to act for and on behalf of the Council in the planning and development of particular programs which affect the health, safety, welfare, housing, education, economic conditions or regional development of two or more member governmental units. Such agencies shall have such membership, staff, powers, duties and responsibilities as may be specified in the Council Resolutions establishing such agencies, consistent with powers herein granted to the Council. Provided, however, such agency shall at all times be acting for and on behalf of, and shall be responsible to the Council. The Council may appropriate funds for the use of agency programs which it has received from any source, including member assessments, provided such appropriation is made in accordance with the Charter.

(h) To contract with and provide services to local governmental units within the Central Pines Region.

(i) To serve as an informational clearinghouse and, as a reviewing agency with respect to Federal, State and local services or resources available to assist in the solution of problems.

(j) To request and receive contributions of research assistance from its own agencies, private research organizations, civil foundations, institutions of higher learning, and other organizations.

(k) To purchase, lease, rent or otherwise acquire real and personal property to the extent necessary to discharge the other powers, duties and functions set forth herein and to the extent such purchases are authorized by general or special budgets and are within the limits of funds appropriated for or provided to the Council by the participating governmental units and others for such purposes.

(l) To act as the official reviewing agency of the participating governmental units for all programs, Federal, State, or private, requiring regional review.

It is the desire of the membership of this Council to avoid duplication of governmental functions, particularly in the planning and development of future programs in areas of governmental responsibility, and to that end this Council is created, should function, and these powers are given.

ARTICLE XIV

Amendments. Amendments to this Charter shall become effective when adopted by resolution of two-thirds (2/3rds) of the participating governmental units in the Regional Council.

ARTICLE XV

Dissolution. The Council may be dissolved at the end of any fiscal year only (1) upon the adoption of a dissolution resolution by the governing bodies of all member governmental units, or (2) the withdrawal from the Council of all but one (1) of the member governmental units. If such dissolution is affected by resolution of all member governments, such resolutions shall specify the method of liquidating the Council's assets and liabilities. If such dissolution is occasioned by withdrawal of all but one member, the remaining governmental unit shall have the power to liquidate all assets and liabilities and it shall then distribute the net proceeds, if any, to those members who paid the latest annual assessment and in the same proportion. Any deficit shall be the responsibility of those member governments who would have received the net proceeds, and in the same proportions.

Amended: July 1, 1975
February 18,1976
April 28, 1982
February 14, 1985
March 27, 1996
April 25, 2018
Date, 2023

~~Triangle J Council of Governments~~Central Pines Regional Council
Charter Resolution

WHEREAS, together with the other county and municipal governmental units adopting concurrent Resolutions identical hereto, recognize that there is a need for such governmental units to consult among themselves and to act in concert with reference to regional matters affecting health, safety, welfare, education, recreation, economic conditions, regional planning or planning development; and

WHEREAS, Central Pines Regional Council is the primary regional organization for its member units of local government and, where feasible, every effort should be made for member units to direct related programs to Central Pines Regional Council rather than to other agencies; now, therefore, be it

RESOLVED, that pursuant to the General Statutes of North Carolina, Chapter 160A, Article 20, Part 2, the following Resolution is adopted for the establishment of a regional council ~~of governments~~.

ARTICLE I

Short Title - Binding Effect. This Resolution is the "Charter" of this Regional Council; and said Charter, together with all amendments thereto, is binding upon and shall ensure the benefit of all governmental units adopting it.

ARTICLE II

Name. The name of the regional council ~~of governments~~ hereby established is the ~~Triangle J Council of Governments.~~Central Pines Regional Council.

ARTICLE III

Purpose. The purposes of the Council are:

1) To serve as a forum for discussion of governmental problems of mutual interest and concern;

2) To develop and formalize policy recommendations concerning specific matters having an areawide significance which may include but are not limited to the following:

   a) human resource development and human relations.
   b) housing, public and private.
   c) health care and hospital services.
   d) recreation.
   e) sanitation and refuse disposal.
   f) communications.
   g) transportation.
   h) water, sanitary sewer, electric power and other utility services.
   i) air, water and other environmental development.
   j) commercial and industrial development.
   k) law enforcement.
   l) welfare.
   m) fire protection and prevention.
   n) regional land use planning.
   o) workforce development and training, ~~and~~
   p) conservation and development of natural resources.
   q) ~~E~~emergency management. and
   ~~p)~~r) community and economic development.

3) To promote inter-governmental cooperation;

4) To provide organizational machinery to insure effective communication and coordination among the participating governmental units and other governmental units.

5) To serve as a vehicle for the collection and distribution of information concerning matters of areawide interest;

6) To review, upon request of any governmental unit within the ~~Triangle J~~Central Pines Region, applications of that unit for any grant in aid, federal, state or private; and

7) To provide services to local governments and residents in the area known as the ~~Triangle J~~Central Pines Region where appropriate and authorized.

The Council shall strive to promote harmony and cooperation among its members. It shall seek to deal with regional problems in a manner that is mutually satisfactory and shall respect the autonomy of all local governments within the ~~Triangle J~~Central Pines Region.

ARTICLE IV

Membership

1) The initial membership of the ~~Council of Governments~~Regional Council shall consist of the general purpose governmental units of and in the counties of Chatham, Durham, Johnston, Lee, Orange, and Wake, known as the ~~Triangle J~~Central Pines (formerly Triangle J) Region, which adopted a resolution pursuant to N.C.G.S. 160A-470 on or before June 30, 1972.

~~1)~~2) Membership was extended to the general purpose governmental units of and in Moore county in 2001.

~~2)~~3) Any municipality or county in the ~~Triangle J~~Central Pines Region that is not an initial member of the Council may join this Council by ratifying or adopting this Charter and upon a majority vote of approval by the Board of Delegates. Notice of such application for admission shall be given to existing members of the Council at least ten (10) days prior to the date of the meeting at which the vote is to be taken.

~~3)~~4) All rights and privileges of membership in the Council shall be exercised on behalf of the member governments by their delegates to the Council.

~~4)~~5) Any special purpose governmental agency in the ~~Triangle J~~Central Pines region involved in matters affecting the health, safety, natural resources, welfare or education of the citizens of North Carolina, such as school boards, sanitary districts, and soil and water conservation districts, is eligible to apply for an affiliate membership in the Council. The application may be approved and an affiliate membership granted to such special purpose governmental unit upon the affirmative vote of the Board of Delegates. The affiliate member shall pay no assessment, but the Council may charge each affiliate member a reasonable sum to cover its proportionate share of the direct costs of providing services to the affiliate members, provided such payments are authorized by law. The affiliate member shall have no vote in the Council, but its designated representative may serve on any technical or advisory committee and may otherwise participate in the deliberations of the Council.

ARTICLE V

Withdrawal. Any member may withdraw from the Council at the end of any fiscal year, provided written notice of intent to withdraw is given to each of the other members at least sixty (60) days prior to the end of the fiscal year.

ARTICLE VI

Governing Board.

1) The governing board of the Central Pines Regional Council ~~of Governments~~ shall be known as the Board of Delegates, which shall be constituted as described below.

2) The Board of Delegates shall consist of one delegate from each member governmental unit. Each governmental unit may designate any number of alternate delegates. All delegates and alternates shall be elected members of the governing bodies of the member governmental units they represent. The delegates and alternates, as well as their successors, shall be selected by the member governing bodies in any manner consistent with law and the regulations governing such body, and their names shall be certified to the Council in the manner described by the Bylaws of the Council.

3) The term of office of each delegate shall commence upon the date of his/her appointment and certification to the Council by the governing body of the member governmental unit he or she represents; and such terms shall expire when the appointing body has appointed his or her successor and certified such successor to the Council, unless he or she shall sooner resign, or cease to be an elected member of said governing body, in which case his or her term shall expire on the effective date of such event. Each member shall certify to the Council the name of its delegate and any alternate(s) prior to the first Board of Delegates meeting of the calendar year. Only an individual who has been duly appointed and certified to the Council as a delegate or alternate may serve as a voting member of the Board of Delegates.

4) The delegates shall be ~~compensated~~reimbursed, upon submittal of proper receipts, for direct expenses incurred in connection with discharging their duties as delegates to the ~~Triangle J Council of Governments~~Central Pines Regional Council.

5) It is the intent of this Charter that all delegates to the Council shall have demonstrated an interest in the sound development of ~~Region J~~the Central Pines Region.

ARTICLE VII

Meeting. Regular meetings of the Board of Delegates shall be held, as provided in the Bylaws to receive reports from its standing committees and to conduct necessary business. The Chair may cancel the regular meeting if he or she determines that there is no need for the meeting. Special meetings of the Board of Delegates may be called by the Chair, or by any three members thereof. All meetings shall be open to the public.

At least 48 hours written notice of any meeting shall be given to all delegates of the Board of Delegates. It shall state the time, place, and purpose of the meeting, and may be sent by electronic means. At least twenty-four (24) hours written notice (including electronic notice) shall be given of any committee meeting to all committee members. Any member may waive notice of this requirement for himself/herself.

ARTICLE VIII

Quorum and Voting Requirements.

1) Except as provided in Paragraph 4 of this Article, each member governmental unit shall be entitled to one vote on all matters coming before the Board of Delegates or before any committee to which such member unit is duly appointed. All votes shall be cast by the delegate, or in his or her absence, by an alternate delegate of the member government.

2) The quorum shall be established in the Bylaws. The affirmative vote of a simple majority of members present at any meeting at which a quorum is present shall be required for any action or recommendation of the Board or any Committee, unless this Charter or the Bylaws of the Council require a larger affirmative vote on particular matters.

3) Voting shall be by voice, by show of hands, or, upon the request of any three delegates, by a poll of the delegates.

4) At the request of any delegate present, any questions shall be determined by weighted voting. Weighted voting shall mean that each participating member local government shall have one vote for each 5,000 units of population, as determined by the most recent decennial census, and for any remaining fraction of 5,000 units within the geographical boundaries of the participating government, except that any participating government whose jurisdiction has a population of less than 5,000 shall have one vote. In the case of any weighted voting question delegates representing local governments with at least two thirds of the aggregate votes of member local

governments shall be present and participating. An affirmative vote of at least two thirds of the votes cast shall be required to decide any weighted voting question.

5) Proxy voting is not allowed.

6) The provisions in this Article VIII apply to all committees and boards of the Council except to the extent such committee or board has adopted different measures.

ARTICLE IX

Board of Delegates

1) At the first regular meeting of the Board of Delegates, and annually thereafter as provided by the Bylaws, the Board of Delegates shall elect a Chair, a First Vice Chair, a Second Vice Chair and a Secretary-Treasurer to serve as officers for one year or until their successors have been duly elected. The Board of Delegates may also elect such additional officers as the Board of Delegates finds to be necessary in the proper performance of its duties.

2) The Chair shall preside at all meetings of the Board of Delegates and shall conduct said meeting in an orderly and impartial manner so as to permit a free and full discussion by the membership of such matters as may be brought to the Board of Delegates. The Chair shall have the same voting rights as other members.

3) The Chair may appoint such advisory committees as he or she finds necessary or desirable.

4) The First Vice Chair shall perform all of the duties of the Chair in the absence of the Chair, or in the event of the inability of the Chair to act, and shall perform such other duties as the Board of Delegates may delegate to him or her. The Second Vice Chair shall perform all of the duties of the First Vice Chair in the absence of the First Vice Chair or in the event of the inability of the First Vice Chair to act.

5) All other officers elected by the Board of Delegates shall perform such duties as may be prescribed by the Board of Delegates.

ARTICLE X

Finance Matters:

1) On or before the 15th day of ~~April~~ May each year, the Council shall prepare and submit to each participating governmental unit its proposed general budget for the next fiscal year. The Council shall notify member governments of anticipated member assessment on or before the 15th day of April each year.

2) The general budget shall set out the proportionate share of the budget to be borne by each member governmental unit by a method established in the By-laws and reviewed periodically by the Board of Delegates.

3) A special budget providing for cooperative arrangements or coordinated action for two or more members may be adopted at the request of members participating in special functions. The share of the special budget to be borne by each participating member shall be determined by the participating members.

4) Upon approval of its share of each budget by a member local government, such member shall appropriate its share of the budget, and after adoption of its own budget, shall forward to the budget officer its share of the budget.

5) All local appropriations to the Council shall be made in accordance with the Local Government Budget and Fiscal Control Act, as may be appropriate.

6) The finance officer shall have authority to collect, deposit, and disburse funds made available to the Council from any source whatsoever, and also perform other duties as prescribed by G.S. 159-25. Finance officers shall be bonded as required by G.S. 159.29. All monies received for the Council shall be deposited into an official depository of the Council for the exclusive use of the Council, and shall be paid out only by check signed by the finance officer and countersigned by the Executive Director or another official designated by the Council. Funds shall be disbursed only when they are within the amount of appropriations made according to the budget of the Council.

7) The Board of Delegates may designate a Council employee or, with the agreement of the governing body involved, designate one of the city or county accountants as the finance officer to perform the duties as described in the Local Government Budget and Fiscal Control Act insofar as post-budget approval of expenditures is concerned.

8) It shall be the duty of the Board of Delegates to require that all financial records and accounts of the Council be audited annually by a certified public accountant or by an accountant certified by the Local Government Commission as qualified to audit local governmental accounts. A copy of the annual audit shall be forwarded to each member county and municipality and to the secretary of the Local Government Commission.

ARTICLE XI

Committee Structure.

1) The Board of Delegates may establish an Executive Committee, other committees of the Board itself, and technical and advisory committees.

2) Executive Committee. The Executive Committee shall consist of two delegates from each county in the Region. The officers of the Council and the immediate past Chair shall automatically be members, and will thereby occupy that number of the two seats allotted to their county. Each county government will occupy one seat on the committee. The other seat from each county will be occupied by a municipal delegate from that county. The municipal delegate will be chosen by a vote of all the municipal delegates from that county unless that seat is automatically assigned as provided above. If there are more eligible delegates than available seats for those delegates to serve on the Executive Committee due to the automatic assignments provided above, then the number of Executive Committee members shall be temporarily increased to allow all eligible delegates to serve on the Executive Committee.

3) Technical and Advisory Committees. The Chair may appoint technical or advisory committees with broadly representative membership for any of the planning studies and work elements in the Program of Work. These Committees should work directly with the Council staff and its consultants and make periodic reports to the Council. In addition to reviewing periodic progress reports, these advisory committees should directly participate in the planning process.

ARTICLE XII

Annual Report. The Council shall prepare and submit an annual written report of its activities, including a financial statement, to the participating governmental units.

ARTICLE XIII

Powers, Duties and Functions of the Council. Within the limits of funds and personnel available, the Council:

1) Shall have and may exercise, in accordance with its Charter and Bylaws, all of the powers which the General Assembly of North Carolina has authorized, and may

hereafter from time to time authorize, this Charter to confer upon the Council, including, but not limited to, all of the specific powers enumerated in Section 160A-475 (any amendments thereto) of the General Statues of North Carolina, which powers are incorporated herein by reference.

2) Shall have, and may exercise, in addition to and not in limitation of the foregoing, the following powers:

   (a) To create such committees as it deems necessary to exercise the powers granted to the Council herein in dealing with problems or problem areas that do not involve all the members of the Council. At least one delegate from each member governmental unit affected by the problem or problem area to be dealt with by the committee is entitled to be a member of that committee. Any two or more member governmental units shall have the right to have a Council committee formed to exercise the powers of the Council with reference to any problem which affects the petitioning governmental units, unless the Council shall reasonably determine that the problem or problem area in question should be assigned to an existing committee, in which case the petitioning member shall be entitled to be represented on said committee. The subject matter over which any committee has jurisdiction to exercise the powers of the Council shall be specifically defined, but may be enlarged or restricted by the Council from time to time. Unless the right of a member of representation on any particular committee granted herein above is asserted, the Chair of the Council shall designate the membership of all committees.

   (b) To accept, receive and disburse in furtherance of the duties, purposes, powers, and functions specified in the Charter all member assessments, funds, grants, and services made available by the State of North Carolina, any other municipality or county or other governmental or quasi-governmental unit or agency, (whether or not a member of such Council) and private and civic sources. The Council may provide matching funds, grants or services, received from any source, to or from any governmental or quasi-governmental agencies established by the Council or any two or more member governmental units in furtherance of the duties, purposes, powers, and functions herein contained. None of the powers contained in this subparagraph may be exercised by any committee except with respect to funds budgeted or appropriated for their use by the Council.

   (c) To meet with, consult with, and act in concert with any county or municipality, any agency of the State or Federal government, any civic organization, or any private organization in the furtherance of the purposes and objects within its jurisdiction.

(d) To participate, as a unit of local government, in any undertaking with any other unit of local government, whether or not a member of the Council, for the joint exercise of governmental powers in accordance with the provisions of Chapter 160A, Article 20, Part 1 of the General Statutes of North Carolina (and any amendments thereto).

(e) To contract with any person, firm or corporation for goods and/or services when same have been authorized by budget appropriations or by special resolution of the Council appropriating available funds.

(f) To adopt Bylaws containing such rules and regulations for the conduct of its business as it may deem necessary for the proper discharge of its duties and the performance of its functions, not inconsistent with the Charter of the laws of North Carolina.

(g) To create agencies of the Council to act for and on behalf of the Council in the planning and development of particular programs which affect the health, safety, welfare, housing, education, economic conditions or regional development of two or more member governmental units. Such agencies shall have such membership, staff, powers, duties and responsibilities as may be specified in the Council Resolutions establishing such agencies, consistent with powers herein granted to the Council. Provided, however, such agency shall at all times be acting for and on behalf of, and shall be responsible to the Council. The Council may appropriate funds for the use of agency programs which it has received from any source, including member assessments, provided such appropriation is made in accordance with the Charter.

(h) To contract with and provide services to local governmental units within ~~Region J~~the Central Pines Region.

(i) To serve as an informational clearinghouse and, as a reviewing agency with respect to Federal, State and local services or resources available to assist in the solution of problems.

(j) To request and receive contributions of research assistance from its own agencies, private research organizations, civil foundations, institutions of higher learning, and other organizations.

(k) To purchase, lease, rent or otherwise acquire real and personal property to the extent necessary to discharge the other powers, duties and functions set forth herein and to the extent such purchases are authorized by general or special budgets and are within the limits of funds appropriated for or provided to the Council by the participating governmental units and others for such purposes.

(l) To act as the official reviewing agency of the participating governmental units for all programs, Federal, State, or private, requiring regional review.

It is the desire of the membership of this Council to avoid duplication of governmental functions, particularly in the planning and development of future programs in areas of governmental responsibility, and to that end this Council is created, should function, and these powers are given.

ARTICLE XIV

Amendments. Amendments to this Charter shall become effective when adopted by resolution of two-thirds (2/3rds) of the participating governmental units in the ~~Council of Governments~~Regional Council.

ARTICLE XV

Dissolution. The Council may be dissolved at the end of any fiscal year only (1) upon the adoption of a dissolution resolution by the governing bodies of all member governmental units, or (2) the withdrawal from the Council of all but one (1) of the member governmental units. If such dissolution is affected by resolution of all member governments, such resolutions shall specify the method of liquidating the Council's assets and liabilities. If such dissolution is occasioned by withdrawal of all but one member, the remaining governmental unit shall have the power to liquidate all assets and liabilities and it shall then distribute the net proceeds, if any, to those members who paid the latest annual assessment and in the same proportion. Any deficit shall be the responsibility of those member governments who would have received the net proceeds, and in the same proportions.

Amended: July 1, 1975
February 18,1976
April 28, 1982
February 14, 1985
March 27, 1996
April 25, 2018
Date, 2023

Regular Town Council Meeting
Agenda Cover Sheet

Meeting Date	Agenda Location
April 17, 2023	CONSENT AGENDA

Item Title

Resolution 2023-21 to Accept Public Utilities into The Town of Clayton Public Utility System for Maintenance – Ashcroft 2, Phase 1A

Presenter(s)

Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

Suggested Action

Place on Consent Agenda

Strategic Priorities Alignment

☐ Think Clayton (Administrative)	☐ Think Arts & Culture	☐ Think Downtown	☐ Think Economic Development	☐ Think Land Use & Housing	☐ Think Mobility	☐ Think Parks, Recreation & Natural Resources	☒ Think Public Services & Infrastructure

Public Hearing: No

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

☐ Public Hearing (Required by GS)	☐ Public Hearing (Not Required by GS)
☐ Newspaper Notice (Required by GS)	☐ Newspaper Notice (Not Required by GS)
☐ Public Forum/Input Session	☐ Press Release
☐ E-News Distribution	☐ Website
☐ Social Media	☐ Survey

☐ Special Mailing ☐ None Required

Summary

Public Utilities (water and sewer), their easements, and applicable apparatuses are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications, and Design. The subject public utilities have been verified through testing and inspections to be installed per the Town's Manual of Standards, Specifications, and Design and have been certified and approved by the appropriate regulatory agencies. Engineering staff recommends acceptance of the subject public utility infrastructure and entering the one-year warranty period.

Funding Source

N/A

Corresponding Documentation

Resolution_2023-21

Submitted By: Michael Worner, Engineering

Reviewed By:

Jonathan Jacobs, Assistant Engineering Director	Approved - Apr 12 2023
Heidi Holland, Town Clerk	Approved - Apr 12 2023

RESOLUTION 2023-21

RESOLUTION TO ACCEPT PUBLIC UTILITIES INTO THE TOWN OF CLAYTON PUBLIC UTILITY SYSTEM FOR MAINTENANCE – ASHCROFT 2, PHASE 1A

WHEREAS, public utilities (water and sewer), their easements, and applicable apparatuses are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications and Design; and

WHEREAS, Town of Clayton Engineering staff has inspected the public utility segments listed below and recommends acceptance by Town Council for maintenance by the Town; and

WHEREAS, the public utility segments listed below have been certified and approved by the appropriate regulatory agencies; and

WHEREAS, the public utility segments listed below will be placed under a warranty period for one-year to monitor for construction deficiencies, such warranty period expiring on April 5, 2024; and

WHEREAS, prior to expiration of the one-year warranty period, Town of Clayton Engineering staff will perform a final inspection and notify the developer to correct all deficient items (if any); and

WHEREAS, upon correction of all deficient items (if any), the Town of Clayton Engineering staff will issue a final acceptance notice to the developer; and

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Clayton, North Carolina accept this list of public utilities and their apparatuses into the Town of Clayton Public Utility System.

SUBDIVISION	LOCATION DESCRIPTION	UTILITY TYPE AND SIZE	LENGTH
Ashcroft 2, Phase 1A	Greenview St.	8” Waterline	532.30
Ashcroft 2, Phase 1A	Greenview St.	8” Sanitary Sewer	539.00
Ashcroft 2, Phase 1A	Maidenhair Place	8” Waterline	666.00
Ashcroft 2, Phase 1A	Maidenhair Place	8” Sanitary Sewer	528.00
			2256.00 LF

Duly adopted this on the 17th day of April 2023.

Jody McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk

Regular Town Council Meeting
Agenda Cover Sheet

Meeting Date	Agenda Location
April 17, 2023	CONSENT AGENDA

Item Title

Resolution 2023-22 to Accept Public Utilities into The Town of Clayton Public Utility System for Maintenance – Ashcroft 1, Phase 8

Presenter(s)

Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

Suggested Action

Place on Consent Agenda

Strategic Priorities Alignment

☐ Think Clayton (Administrative)	☐ Think Arts & Culture	☐ Think Downtown	☐ Think Economic Development	☐ Think Land Use & Housing	☐ Think Mobility	☐ Think Parks, Recreation & Natural Resources	☒ Think Public Services & Infrastructure

Public Hearing: No

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

☐ Public Hearing (Required by GS)	☐ Public Hearing (Not Required by GS)
☐ Newspaper Notice (Required by GS)	☐ Newspaper Notice (Not Required by GS)
☐ Public Forum/Input Session	☐ Press Release
☐ E-News Distribution	☐ Website
☐ Social Media	☐ Survey

☐ Special Mailing ☐ None Required

Summary

Public Utilities (water and sewer), their easements, and applicable apparatuses are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications, and Design. The subject public utilities have been verified through testing and inspections to be installed per the Town's Manual of Standards, Specifications, and Design and have been certified and approved by the appropriate regulatory agencies. Engineering staff recommends acceptance of the subject public utility infrastructure and entering the one-year warranty period.

Funding Source

N/A

Corresponding Documentation

Resolution_2023-22

Submitted By: Michael Worner, Engineering

Reviewed By:

Jonathan Jacobs, Assistant Engineering Director	Approved - Apr 12 2023
Heidi Holland, Town Clerk	Approved - Apr 12 2023

Resolution To Accept Public Utilities into The Town of Clayton Public Utility System for Maintenance – Ashcroft 1, Phase 8

WHEREAS, public utilities (water and sewer), their easements, and applicable apparatuses are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications and Design; and

WHEREAS, Town of Clayton Engineering staff has inspected the public utility segments listed below and recommends acceptance by Town Council for maintenance by the Town; and

WHEREAS, the public utility segments listed below have been certified and approved by the appropriate regulatory agencies; and

WHEREAS, the public utility segments listed below will be placed under a warranty period for one-year to monitor for construction deficiencies, such warranty period expiring on April 5, 2024; and

WHEREAS, prior to expiration of the one-year warranty period, Town of Clayton Engineering staff will perform a final inspection and notify the developer to correct all deficient items (if any); and

WHEREAS, upon correction of all deficient items (if any), the Town of Clayton Engineering staff will issue a final acceptance notice to the developer; and

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Clayton, North Carolina accept this list of public utilities and their apparatuses into the Town of Clayton Public Utility System.

SUBDIVISION	LOCATION DESCRIPTION	UTILITY TYPE AND SIZE	LENGTH
Ashcroft 1, Phase 8	Maidenhair Place	8” Waterline	530.50
Ashcroft 1, Phase 8	Maidenhair Place	8” Sanitary Sewer	478.90
Ashcroft 1, Phase 8	Bluestar Court	8” Waterline	236.20
Ashcroft 1, Phase 8	Bluestar Court	8” Sanitary Sewer	208.00
Ashcroft 1, Phase 8	Sewer Easement	8” Sanitary Sewer	536.20
Ashcroft 1, Phase 8	Water Easement	8” Waterline	266.20
			2256.00 LF

Duly adopted this the 17th day of April 2023.

Jody McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk

Regular Town Council Meeting
Agenda Cover Sheet

Meeting Date	Agenda Location
April 17, 2023	CONSENT AGENDA

Item Title

Resolution 2023-23 to Accept Public Utilities into the Town of Clayton Public Utility System for Maintenance – O'Neil Overlook

Presenter(s)

Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

Suggested Action

Place on Consent Agenda

Strategic Priorities Alignment

☐	☐	☐	☐	☐	☐	☐	☒
Think Clayton (Administrative)	Think Arts & Culture	Think Downtown	Think Economic Development	Think Land Use & Housing	Think Mobility	Think Parks, Recreation & Natural Resources	Think Public Services & Infrastructure

Public Hearing: No

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

☐ Public Hearing (Required by GS)
☐ Newspaper Notice (Required by GS)
☐ Public Forum/Input Session
☐ E-News Distribution
☐ Social Media
☐ Public Hearing (Not Required by GS)
☐ Newspaper Notice (Not Required by GS)
☐ Press Release
☐ Website
☐ Survey

☐ Special Mailing ☐ None Required

Summary

Public Utilities (water and sewer), their easements, and applicable apparatuses are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications, and Design. The subject public utilities have been verified through testing and inspections to be installed per the Town's Manual of Standards, Specifications, and Design and have been certified and approved by the appropriate regulatory agencies. Engineering staff recommends acceptance of the subject public utility infrastructure and entering the one-year warranty period.

Funding Source

N/A

Corresponding Documentation

Resolution_2023-23

Submitted By: Michael Worner, Engineering

Reviewed By:

Jonathan Jacobs, Assistant Engineering Director	Approved - Apr 12 2023
Heidi Holland, Town Clerk	Approved - Apr 12 2023

RESOLUTION 2023-23

RESOLUTION TO ACCEPT PUBLIC UTILITIES INTO THE TOWN OF CLAYTON PUBLIC UTILITY SYSTEM FOR MAINTENANCE – O'NEIL OVERLOOK

WHEREAS, public utilities (water and sewer), their easements, and applicable apparatuses are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications and Design; and

WHEREAS, Town of Clayton Engineering staff has inspected the public utility segments listed below and recommends acceptance by Town Council for maintenance by the Town; and

WHEREAS, the public utility segments listed below have been certified and approved by the appropriate regulatory agencies; and

WHEREAS, the public utility segments listed below will be placed under a warranty period for one-year to monitor for construction deficiencies, such warranty period expiring on April 5, 2024; and

WHEREAS, prior to expiration of the one-year warranty period, Town of Clayton Engineering staff will perform a final inspection and notify the developer to correct all deficient items (if any); and

WHEREAS, upon correction of all deficient items (if any), the Town of Clayton Engineering staff will issue a final acceptance notice to the developer; and

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Clayton, North Carolina accept this list of public utilities and their apparatuses into the Town of Clayton Public Utility System.

SUBDIVISION	LOCATION DESCRIPTION	UTILITY TYPE AND SIZE	LENGTH
O'Neil Overlook	Shenandoah Court	6" Waterline	1972.00
O'Neil Overlook	Shenandoah Court	8" Sanitary Sewer	1887.00
O'Neil Overlook	Thunder Hill Court	6" Waterline	189.00
O'Neil Overlook	Thunder Hill Court	8" Sanitary Sewer	155.00
O'Neil Overlook	Raven Rock Place	6" Waterline	181.00
O'Neil Overlook	Raven Rock Place	8" Sanitary Sewer	127.00
O'Neil Overlook	Fetterbush Way	6" Waterline	390.00
O'Neil Overlook	Fetterbush Way	8" Sanitary Sewer	420.00
O'Neil Overlook	N. O'Neil St.	6" Waterline	119.00
			5440.00 LF

Duly adopted this the 17th day of April 2023.

Jody McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk

Resolution #2023-20

Resolution of Commitment to the NC Main Street & Rural Planning Center to Participate in The Downtown Associate Community Program IF Selected

WHEREAS, the Town of Clayton ***desires to be selected*** as a community participating in the Downtown Associate Community program administered by the NC Main Street & Rural Planning Center; and

WHEREAS, the Town of Clayton and its Council embraces the concept of downtown revitalization as ***economic development within the context of historic preservation*** and wishes to ensure the ongoing vitality of its downtown business district and support the local downtown initiative administered by Town Staff and the Downtown Development Association; and

WHEREAS, the Town of Clayton and its Council understands that the Downtown Associate Community program will ***focus on the organizational development process for up to three years*** to create a sustainable downtown organizational structure to implement a vision, develop strategies and produce action plans;

WHEREAS; the Town of Clayton is dedicated to ***utilizing the foundation of the National Main Street Center's Main Street Four-Point Approach***® to downtown revitalization and the principles of Organization, Design, Promotion and Economic Vitality; and

WHEREAS; the Town of Clayton recognizes the nationwide success of the principles of the Main Street Program for creation of new businesses, significant private sector capital investment that increases the property tax base and a significant increase in net employment; and

WHEREAS, the Town of Clayton will ***agree to budget up to $5,000 for fiscal year 2023-2024,*** in order to reimburse the NC Main Street & Rural Planning Center for travel related expenses at the current IRS rate as well as meals and lodging at the state per diems when applicable and for travel and training of designated coordinator for the local Downtown Associate Community program;

WHEREAS, the Town of Clayton acknowledges that if ***selected to participate in the Downtown Associate Community program, that the Town/City will sign a Memorandum of Understanding (MOU) with the N.C. Department of Commerce, NC Main Street & Rural Planning Center***, outlining the requirements for participation in the Downtown Associate Community program with the Center.

WHEREAS, the Town of Clayton agrees that if selected acknowledges that ***selection does not guarantee future designation as a North Carolina Main Street community.***

WHEREAS, the Town of Clayton and its Council understands that the foundation of a successful local Downtown Associate Community program is based in the knowledge that both the public and private sectors have a vital interest in the success of the downtown business district and must partner together in order for it to succeed. Now, therefore,

BE IT RESOLVED that the ***Clayton Town Council endorses the Town of Clayton's*** application to the North Carolina Department of Commerce, NC Main Street & Rural Planning Center for participation in the Downtown Associate Community program; and

BE IT FURTHER RESOLVED that the Town of Clayton and its Council commits a full-time staff position and the required $5,000 for the 2023-2024 Fiscal year to the administration of the local Downtown Associate Community program.

Duly adopted this the 17th day of April, 2023 while in regular session.

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Jody L. McLeod
Mayor

ATTEST:

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Heidi L. Holland, CMC, NCCMC
Town Clerk

TOWN OF CLAYTON
NATIONAL LINEMAN APPRECIATION DAY
PROCLAMATION

WHEREAS, linemen are often first responders during weather emergencies and other catastrophic events, they diligently work to make scenes safer for other emergency responders and;

WHEREAS, their profession requires skill, knowledge, passion and dedications, and;

WHEREAS, linemen work around thousands of volts of electricity high atop power lines 365 days a year, to keep electricity flowing and;

WHEREAS, linemen work under dangerous conditions away from their family to construct and maintain the energy infrastructure of the Town of Clayton.

NOW THEREFORE, on behalf of the Clayton Town Council, I, Jody McLeod, do proclaim Monday, April 18, 2023, as **National Lineman Appreciation Day** in the Town of Clayton, North Carolina.

Duly proclaimed this 17th day of April 2023, while in regular session.

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Jody L. McLeod
Mayor

Regular Town Council Meeting
Agenda Cover Sheet

Meeting Date	**Agenda Location**
April 17, 2023	INTRODUCTIONS AND SPECIAL PRESENTATIONS

Item Title

Proclamation for National Library Week, April 23-29, 2023.

Presenter(s)

Joy Garretson, Library Director

Suggested Action

Information Only

Strategic Priorities Alignment

☒	☒	☒	☐	☐	☐	☐	☐
Think Clayton (Administrative)	**Think Arts & Culture**	**Think Downtown**	**Think Economic Development**	**Think Land Use & Housing**	**Think Mobility**	**Think Parks, Recreation & Natural Resources**	**Think Public Services & Infrastructure**

Public Hearing: No

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

☐ Public Hearing (Required by GS)	☐ Public Hearing (Not Required by GS)
☐ Newspaper Notice (Required by GS)	☐ Newspaper Notice (Not Required by GS)
☐ Public Forum/Input Session	☐ Press Release
☐ E-News Distribution	☐ Website
☒ Social Media	☐ Survey

☐ Special Mailing ☒ None Required

Summary

We are asking for a proclamation to be made for National Library Week, 2023. The Library Director will cite a few facts and figures from the previous fiscal year and will talk about what we have planned for National Library Week. Library staff, Library Board members, and Friends of the Library members will be invited to attend the meeting as well.

Funding Source

N/A

Cost

No

Corresponding Documentation

NLW-2023-Proclamation

Meeting Timeline

Special Presentation

Submitted By: Joy Garretson, Library

Reviewed By:
Heidi Holland, Town Clerk Approved - Apr 06 2023

NATIONAL LIBRARY WEEK
2023 PROCLAMATION

WHEREAS, libraries provide the opportunity for everyone to pursue their passions and engage in lifelong learning, allowing them to live their best life; and

WHEREAS, libraries have long served as trusted institutions for all members of the community regardless of race, ethnicity, creed, ability, identity, or socio-economic status; and

WHEREAS, libraries strive to develop and maintain programs and collections that are as diverse as the populations they serve and ensure equity of access for all; and

WHEREAS, libraries adapt to the ever-changing needs of their communities, continually expanding their collections, services, and partnerships; and

WHEREAS, libraries play a critical role in the economic vitality of communities by providing internet and technology access, literacy skills, and support for job seekers, small businesses, and entrepreneurs; and

WHEREAS, libraries are accessible and inclusive places that promote a sense of local connection, advancing understanding, civic engagement, and shared community goals; and

WHEREAS, libraries are cornerstones of democracy, promoting the free exchange of information and ideas for all; and

WHEREAS, libraries, librarians, and library workers are joining library supporters and advocates across the nation to celebrate National Library Week; and

NOW, THEREFORE, be it resolved that I, Mayor Jody McLeod, do hereby proclaim National Library Week, April 23-29, 2023. During this week, I encourage all residents to visit their library to explore the wealth of resources available.

Proclaimed this the 17th day of April, 2023.

Jody L. McLeod
Mayor

ADMINISTRATIVE PROFESSIONALS DAY PROCLAMATION

WHEREAS, the last Wednesday on the month of April is Administrative Professionals Day, recognizing the important contributions that administrative professionals make each year to our workplace; and

WHEREAS, administrative professionals play an essential role in coordinating the office operations of businesses, government, educational institutions, and other organizations; and

WHEREAS, the work of administrative professionals requires advanced knowledge and expertise in communications, computer software, office technology, project management, organization, customer service, and other vital office management responsibilities; and

NOW THEREFORE, WE, the Clayton Town Council hereby proclaims April 26, 2023 as **ADMINISTRATIVE PROFESSIONALS DAY** in the Town of Clayton and citizens are encouraged to recognize and celebrate the essential role administrative professionals play in our Town.

Proclaimed this the 17th day of April, 2023.

Jody L. McLeod
Mayor

TOWN OF CLAYTON
PROCLAMATION
EARTH DAY

WHEREAS, waste can be found everywhere, land or sea, even in the most remote places on the planet, affecting both humans and animals; and

WHEREAS, humankind is currently facing tremendous global challenges, among them the need to manage an increased amount of waste which will contribute roughly 12,000 million metric tons by 2050; and

WHEREAS, office paper waste is estimated to be around 12.1 trillion sheets of paper a year; each ton of recycled paper saves an estimated 17 trees; and

WHEREAS, all people of this Earth, from all walks of life, have a right to a healthy environment and pollution has been associated with several health issues affecting the general population; and

WHEREAS, it is essential to involve the community in the design and implementation of solutions for pressing environmental issues such as plastic pollution; and

WHEREAS, ending pollution is crucial to the survival of this planet and its inhabitants; and

WHEREAS, Earth Day is an annual reminder of the constant need for environmental activism, stewardship commitments, and sustainability efforts.

NOW, THEREFORE, on behalf of the Clayton Town Council, I, Mayor McLeod, have the distinct honor of proclaiming April 22, 2023 as

EARTH DAY

throughout Town of Clayton and encourage all its inhabitants, businesses, and institutions to use EARTH DAY to celebrate the Earth and promote the wellbeing of the inhabitants of the town and the protection of their environment.

Proclaimed this the 17th day of April, 2023.

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Jody L. McLeod
Mayor