



**CITY OF CLAREMONT
CITY COUNCIL MEETING
Regular Meeting
November 7, 2016
7:00 PM
Claremont Police Department**

AGENDA

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. INVOCATION-** Reverend William Hollar
- 4. PLEDGE OF ALLEGIANCE-** Councilman Lee Miller
- 5. MAYOR'S REPORT**
- 6. CONSENT AGENDA**
 - A. Regular Meeting Minutes –October 3, 2016
 - B. Closed Session Meeting Minutes –October 3, 2016
 - C. Resolution 08-16 Appointments to the Planning Board
 - D. Call for Public Hearing- Proposed Text Amendment to Landscaping of Parking Lots
- 7. CITIZEN'S CONCERNS AND COMMENTS**
- 8. PRESENTATION**
 - A. Catawba County- Strategic Planning, Mary Furtado
- 9. PUBLIC HEARING**
 - A. Amend the Code of Ordinances related to Standard Specifications
- 10. NEW BUSINESS**
 - A. Resolution 06-16 Adopting City Standard Specifications
 - B. Ordinance 10-16 Amend the Code of Ordinances- Standard Specifications
 - C. Adoption of NC Wireless Memorandum of Understanding
 - D. Ordinance 12-16 Amending the FY 2016-2017 Budget
 - E. Resolution 07-16 Accepting the Merger/Regionalization Feasibility Grant
 - F. Ordinance 11-16 Amending the CMAQ Project Fund
- 11. DEPARTMENT & COMMITTEE REPORTS**
 - A. Department Dashboard Report
 - B. Code Enforcement Report
 - C. Recreation Committee Report
- 12. CITY MANAGER'S REPORT**
- 13. CLOSED SESSION**
 - A. G.S. 143.318-11(4) Economic Development
 - B. G.S. 143.318-11(3) Consult with Attorney
- 14. ADJOURN**

REQUEST FOR COUNCIL ACTION

Date of Meeting: November 7, 2016

To: Mayor and the City Council

From: Wendy Helms, City Clerk

Action Requested: Consent Agenda

A. Regular Minutes from October 3, 2016

B. Closed Session Minutes from October 3, 2016

C. Appointments to the Planning Board- Robert Smith and Todd Setzer are interested in serving on the Planning Board for another term. These would be our ETJ members. Approve Resolution 08-16.

Recommendation: Motion to accept.



City of Claremont Regular Meeting Minutes Monday, October 3, 2016

The regular City Council meeting of the City of Claremont was held in the Council Chambers located at Claremont City Hall at 7:00 p.m. on Monday, October 3, 2016.

The following members of the Claremont City Council were present: Mayor Shawn Brown, Councilmember Timothy Lowrance, Councilmember David Morrow, Councilmember Dale Sherrill, Councilmember Lee Miller and Councilmember Dayne Miller.

The following personnel of the City of Claremont were present: City Manager Catherine Renbarger, City Clerk Wendy Helms, Police Chief Gary Bost, Police Captain Allen long, Public Services Director Tom Winkler, Public Services Supervisor Bo Prince, Recreation Specialist Michael Orders, City Planner Leslie Meadows and City Attorney Bob Grant.

Others in attendance were: Robert Smith, Robert Winrow, Les Morrow, David Clark, Daniel Sharpe, Savannah Frye, Maggie Huffman, Jennifer Huffman, Landon Eckerd, Ben Auten, Cole Travis, Lisa Travis, Shannon Eckerd, Ashley Wike, Brandon Grant, Kayla Benfield, and Scott Ramsey.

CALL TO ORDER

Mayor Shawn R. Brown called the meeting to order at 7:00 p.m. A quorum was present.

APPROVAL OF AGENDA

The agenda was approved as presented.

INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Eric Hollar from Bethel Lutheran Church gave the invocation and Councilmember Dale Sherrill led the pledge of allegiance.

MAYOR'S REPORT

Mayor Brown swore in members of the Claremont Youth Council. They are as follows: Savannah Frye, Ben Auten, Megan Lowman, Stephanie Zepp, Cole Travis, Logan Hedrick, Melia Greiner, Caleah Xoing, Maecie Brumley and Landon Eckerd.

CONSENT AGENDA

A. September 6, 2016, Regular Meeting Minutes – Councilmember Timothy Lowrance made a motion to accept September 6, 2016 regular meeting minutes as presented. Councilmember Dayne Miller seconded the motion. The motion passed unanimously.

B. September 26, 2016 Special Called Minutes – Councilmember Timothy Lowrance made a motion to accept the special called session minutes from September 26, 2016, as presented. Councilmember Dayne Miller seconded the motion. Motion passed unanimously.

C. September 26, 2016 Closed Session – Councilmember Timothy Lowrance made a motion to accept the closed session minutes from September 26, 2016. Councilmember Dayne Miller seconded the motion. Motion passed unanimously.

D. Consideration of Appointment for NCLM Voting Members- Councilmember Timothy Lowrance made a motion to appoint Mayor Shawn Brown as the voting member at the NCLM Annual Meeting and Councilmember Dayne Miller as the alternate. Councilmember Dayne Miller seconded the motion. Motion passed unanimously.

E. Call for Public Hearing Code of Ordinance Updates- City Planner Leslie Meadows called for a public hearing to discuss changes to the Code of Ordinances in the manufacturing district. Councilmember Timothy Lowrance made a motion to call for a public hearing. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

CITIZEN CONCERNS & COMMENTS- None

OLD BUSINESS- None

PROCLAMATION- Mayor Brown Presented Fire Chief Bart Travis with a proclamation in honor of Fire Prevention Week 2016.

PUBLIC HEARINGS

Motion was made by Councilmember David Morrow to recess the regular meeting and go into a Public Hearing at 7:15 p.m. Second was made by Timothy Lowrance. Motion passed unanimously.

This public hearing will allow for public comment on the proposed amendments to the Manufacturing District section of our Zoning Ordinance, Article D, Sec. 9-3-56. These proposed amendments create separate districts for light manufacturing (M-1) and heavy manufacturing (M-2); allowing the City to better regulate uses locating within the industrial park.

Motion was made by Councilmember David Morrow to close the public hearing at 7:23 and reopen the regular session. Second was made by councilmember Dayne Miller. Motion passed unanimously.

NEW BUSINESS

A. Ordinance 07-16 Amend the Code of Ordinances- On September 19th, the Planning Board reviewed and accepted a proposed text amendment to create two separate manufacturing districts, Light

Manufacturing (M-1) and Heavy Manufacturing (M-2), as set forth in Title 9, Zoning Chapter 3, Article D, Sec. 9-3-56 and Sec. 9-3-59, respectively.

Councilmember Dayne Miller stated this zoning district text amendment is in the public interest because it protects industrial properties from depreciation and safeguards community appearance. With that he made a motion to approve Ordinance 07-16 because the zoning district text amendment is consistent with Claremont's long-range plan Land Use Development Plan. Second was made by Councilmember David Morrow. Motion passed unanimously.

B. Approval of Final Plat Oxford Crossing- The Oxford Crossing development was thrust into "major subdivision" category because a new Street, Oxford Way, has been dedicated to the City. Per Claremont's ordinance, major subdivision final plats go before both Planning Board and Council. If approved at this time, an official certificate of occupancy can be issued. The road is already built, has passed Wooten and the City's inspections, and some tenants have moved in under a temporary certificate of occupancy. A more detailed review of the preliminary plat revealed several other requirements under the Section 9- 4-42 subdivision checklist which would be valuable to include:

- The proposed interior street layout containing existing all existing buildings.
- The telephone number of the owner.
- Water and sewer easements.
- The Conditional Use Permit conditions.
- A maintenance agreement statement, verifying that the City is not responsible for maintaining interior drives/parking areas.

On September 19th, the Planning Board determined the final plat meets all necessary requirements, and recommends approval of the final plat for Oxford Way as presented.

Motion was made by Councilmember Dale Sherrill to accept the final plat of Oxford Crossing. Second was made by Councilmember Timothy Lowrance. Motion passed unanimously.

C. Resolution 04-16 Award Sanitary Sewer Extension Contract to Hickory Sand- After design and permitting approval from the State, the City publicly advertised for bids to be received for the sanitary extension to serve Substance Inc. site on August 23, 2016. Hickory Sand Company, Inc. was the lowest bidder at \$165,905. All bids received were above the construction budget due primarily to higher than expected unit costs of the sanitary sewer pipe. The City subsequently contacted the NC Department of Commerce to request additional grant funds to cover the actual construction costs. The NC Department of Commerce has indicated that funding may be awarded at the next Rural Infrastructure Authority meeting on October 20th.

This resolution awards the contract to Hickory Sand Company Inc. contingent upon approval of additional funding from the North Carolina Department of Commerce's North Carolina Industrial Development Fund or from Substance, Inc.

Motion was made by Councilmember Dale Sherrill to adopt Resolution 04-16, awarding the sewer extension contract to Hickory Sand contingent on funding. Second was made by Councilmember Timothy Lowrance. Motion passed unanimously.

D. Ordinance 08-16 Budget Amendment- These ordinances amend the project budget for Substance Inc. to reflect the higher than anticipated construction costs. As there is a 25% local match for the Industrial Development Fund Grant, the amount of revenue received from the grant, as well as the

City's contributions have been increased. The total grant revenue received is budgeted to increase by \$28,500 while the City contribution is now budgeted to increase by \$9,500, for a total City contribution of \$49,825.

Motion was made by Councilmember David Morrow to adopt Ordinance 08-16 amending the Substance Inc. Project Fund Budget. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

Motion was made by Councilmember Dayne Miller to adopt Ordinance 09-16 amending the Substance Inc. Project Fund Budget. Second was made by Councilmember Lee Miller. Motion passed unanimously.

E. Resolution 05-16 Authorizing Utility Easement Acquisition- In order to provide sanitary sewer to Substance, Inc. a utility easement is needed. Property owners Charles and Nancy Murray have agreed to grant and convey a utility easement acquisition for a sum of \$3,000. Sufficient funds are budgeted.

Motion was made by Councilmember Timothy Lowrance to approve the utility easement acquisition. Second was made by Councilmember David Morrow. Motion passed unanimously.

F. Resolution 06-16 Authorizing Support for the Building Reuse Grant- The General Assembly has authorized funds to the North Carolina Department of Commerce Rural Economic Development Division to stimulate economic development and job creation. A portion of the authorized funding makes grants available to aid eligible units of local government to stimulate creation of jobs through the expansion and renovation of buildings currently in use. This resolution will authorize the City of Claremont to submit a Building Reuse Application to the NC Department of Commerce for up to \$500,000 for Project Acronym. If awarded, the City will be required to provide a 5% cash match of up to \$25,000.

Motion was made by Councilmember Dayne Miller to authorize support for the Building Reuse Grant. Second was made by Councilmember David Morrow. Motion passed unanimously.

G. Consideration for Donating Equipment to the Catawba Police Department- The Claremont Police Department has acquired new "stop sticks". They are asking that the old equipment they have be surplus and donated to the Catawba Police Department.

Motion was made by Councilmember Timothy Lowrance to donate two sets of stop sticks to the Catawba Police Department. Second was made by Councilmember David Morrow. Motion passed unanimously.

H. Change of location for November Meeting- Due to the Presidential Elections, the Council Chambers at City Hall will be needed for voting. We are asking you to consider changing the location to the Claremont Police Department for the November 2016 meeting.

Motion was made by Councilmember Lee Miller to move the November 7, 2016 meeting to the Claremont Police Department. Second was made by Councilmember Dale Sherrill. Motion passed unanimously.

I. Update on Fire Department Medical Response- Fire Chief Bart Travis gave Council an update on medical calls. He stated to Council that the fire department is increasing services by providing medical services; he staffs an EMT Monday thru Friday from 8-5.

DEPARTMENT AND COMMITTEE REPORTS

The Departmental Dashboard was accepted as presented.

Police- Chief Bost introduced Daniel Sharpe, his newest Police Officer. He also recognized Allen Long who was appointed to serve on the STAR TEAM Negotiation Team.

Recreation- Recreation Specialist Michael Orders gave an update on the Claremont Daze activities. Reminded everyone about upcoming events.

Fire- Chief Travis reminded everyone of Fire Prevention Week. He also spoke briefly about the Catawba County Memorial Service which held October 16th, 2016.

CITY MANAGERS REPORT

City Manager Renbarger spoke briefly about the audit. She reminded everyone of the Bunker Hill Homecoming Parade on October 18th.

Motion was made by Councilmember Timothy Lowrance to recess the regular meeting at 7:56 p.m. and go into closed session reference G.S. 143.318-11(4). Second was made by Councilmember Dayne Miller. Motion passed unanimously.

Motion was made by Councilmember David Morrow to authorize litigation proceedings against the business known as Tim's Towing and the property owner Janice Salyers. Second was made by Councilmember Dayne Miller. Motion passed unanimously.

With no further business of the board, motion was made by Councilmember Timothy Lowrance to adjourn the meeting at 8:54 p.m. Second was made by Councilmember David Morrow. Motion passed unanimously.

Respectfully submitted,
Wendy L. Helms, City Clerk

Shawn R. Brown, Mayor

Attested:

Wendy L. Helms, City Clerk

**CITY OF CLAREMONT
NORTH CAROLINA**

RESOLUTION # 08-16

A RESOLUTION TO APPOINT CLAREMONT PLANNING BOARD MEMBERS

WHEREAS, two extraterritorial jurisdiction (ETJ) Planning Board members terms expired on November 1, 2016; and

WHEREAS, it has been determined that the existing members of this board have provided good service to the City of Claremont.

NOW, THEREFORE, BE IT RESOLVED BY THE CLAREMONT CITY COUNCIL THAT:

The Claremont City Council Appoints Robert Smith to the Planning Board. This term shall expire in November 2019.

The Claremont City Council Appoints Todd Setzer to the Planning Board. This term shall expire in November 2019.

Adopted this 7th day of November, 2016.

Shawn R. Brown , Mayor

ATTEST:

Wendy Helms, City Clerk

REQUEST FOR COUNCIL ACTION

Date of Meeting: **November 7, 2016**

To: Mayor and the City Council

From: Leslie M. Meadows, City Planner

**Action Requested: Call for a Public Hearing on Proposed Text Amendments
To Landscaping of Parking Areas, Section 9-3-156**

Staff and Planning Board have re-evaluated Claremont's Landscaping of Parking Areas requirements to ease demands on developers; requesting amended standards that are more feasible and more parallel to what surrounding comparable cities are enforcing.

North Carolina General Statutes require that the City Council hold a Public Hearing Prior to any changes in the City Ordinance.

Recommendation: Hold Public Hearing December 5th during City Council Meeting

REQUEST FOR COUNCIL ACTION

Date of Meeting: **November 7, 2016**

To: Mayor and the City Council

From: Catherine Renbarger, City Manager

Action Requested: Citizen Concerns

Open the floor for comments or questions from the audience.

Recommendation: No action needed

REQUEST FOR COUNCIL ACTION

Date of Meeting: **November 7, 2016**

To: Mayor and the City Council

From: Catherine Renbarger, City Manager

Action Requested: Hold A Public Hearing on Changes to Code of Ordinances Related to City's Adoption of Standard Specifications

Before changes can be made to the City's Code of Ordinances, Council must hold a public hearing. These proposed changes to the Code of Ordinances are a result of the City's proposed adoption of Standard Specifications and Details for our sanitary sewer, water distribution, and storm water drainage systems, as well as for our streets and sidewalks.

Prior to adoption of standard specifications, specific design criteria was included in our Code of Ordinances. However, this design criteria was not always consistent throughout our Code or Ordinances and was in certain cases outdated. With the adoption of newly created standard specifications, specific design detail is no longer needed in our Code of Ordinances, but instead in the City's Adopted Standard Specifications.

The proposed sections to be amended include:

- Section 4-1-7 (Street and Sidewalks) Specifications
- Section 5-1-4 (Water and Sewer Services) Construction Materials
- Section 9 Chapter 4 Article D (Planning and Community Development) Subdivision Regulations (9-4-50 thru 9-4-69)

Legal advertisement for the public hearing was published on October 28, 2016 in the Observer News Enterprise.

Recommendation: Motion is needed to hold a public hearing.

REQUEST FOR COUNCIL ACTION

Date of Meeting: **November 7, 2016**

To: Mayor and the City Council

From: Catherine Renbarger, City Manager

Action Requested: Approve Resolution 06-16 Adopting Standard Specifications and Detail

On August 1, 2016 the City Council approved a contract with The Wooten Company to design Standard Specifications and Details for water, sewer, storm water drainage, streets, and sidewalks. Since that time, staff have worked with Wooten to review and provide input to the standard specifications. These specifications will assist developers as well as City staff in the planning and review process. The Table of Contents for the Standard Specifications is attached for your review. An electronic version of the complete specifications is available and will be distributed.

During the Council meeting, staff from The Wooten Company will present an overview of these standard specifications for review and adoption.

Once adopted, the Standard Specifications will be made available on our City website, as well as in City Hall.

Recommendation: Motion to Adopt Resolution 06-16 Adopting Standard Specifications

**CITY OF CLAREMONT
NORTH CAROLINA**

RESOLUTION # 06-16

**A RESOLUTION ADOPTING STANDARD SPECIFICATIONS AND DETAIL FOR THE
CITY'S SANITARY SEWER SYTEM, WATER DISTRIBUTION SYTEM,
STORMWATER DRAINAGE SYSTEM, AND STREETS AND SIDEWALKS**

WHEREAS, a set of Standard Specifications and Detail for the City's sanitary sewer system, water distribution system, storm water drainage system, and streets and sidewalks will benefit developers as well as City staff in the planning and review process; and

WHEREAS, on August 1, 2016 the City Council approved a contract with The Wooten Company to create Standard Specifications for the City; and

WHEREAS, staff from the Wooten Company and the City have worked to create detailed Standard Specifications; and

WHEREAS, once adopted, these design specifications will be available on the City's website as well as in City Hall.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Claremont adopts these Standard Specifications for the City's sanitary sewer system, water distribution system, storm water drainage system, and streets and sidewalks.

Adopted the 7th day of November, 2016.

Shawn R. Brown, Mayor

ATTEST:

Wendy Helms, City Clerk

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REQUEST FOR COUNCIL ACTION

Date of Meeting: **November 7, 2016**

To: Mayor and the City Council

From: Catherine Renbarger, City Manager

**Action Requested: Adopt Ordinance 10-16 Amending Code of Ordinances
Related to the Adoption of Standard Specifications**

With adoption of City of Claremont Standard Specifications and Detail for our sanitary sewer, water distribution, storm water drainage, and streets and sidewalks, changes need to be made throughout our Code of Ordinances to make our Code of Ordinances consistent with the Standard Specifications.

These changes add language requiring that work is done in accordance with our Standard Specifications and remove outdated language.

Recommendation: Motion to Adopt Ordinance 10-16

CITY OF CLAREMONT
NORTH CAROLINA

ORDINANCE #10-16

AN ORDINANCE TO AMEND TO THE CODE OF ORDINANCES
OF THE CITY OF CLAREMONT

WHEREAS, the City of Claremont's Code of Ordinance contains various design specifications throughout the Code; and

WHEREAS, the City has reviewed and updated one consistent set of standard specifications; and

WHEREAS, Council has adopted standard specifications for the sanitary sewer system, water distribution system, storm water drainage, and streets and sidewalks; and

WHEREAS, changes to the Code of Ordinances removing specific design criteria and referencing them to the Standard Specifications is needed; and

WHEREAS, City Council has conducted a public hearing to consider comments relative to the proposed amendments; and

WHEREAS, notification of the public hearing was duly published.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLAREMONT,

That Title Four (4) Section 4-1-7, Title Five (5) Section 5-14, and Title Nine (9) Sections 9-4-50, 9-4-54, 9-4-59 thru 9-4-63, and 9-4-65 are hereby amended by changing the following:

Sec. 4-1-7 Specifications.

All street improvements shall be constructed in accordance with specifications of the city and the North Carolina Department of Transportation. All work shall be supervised by the appropriate city personnel. (Ord, of 11/ 1/76. Sec. 8)

Sec. 5-1-4 Construction materials.

- (a) Minimum standards. Installation of water and sewer facilities shall be in compliance with the City's adopted Standard Specifications, as well as the requirements of state and federal law and agency regulations, including, but not limited to, the North Carolina Building Code, the North Carolina Plumbing Code, requirements of the Division of Health Services and the Environmental

Management Commission. In the event of a conflict between this chapter and such requirements, the more stringent shall apply

(b) Approval and inspection. All water and sewer installations shall be subject to inspection by the city. In the event of discovery of any nonconformity with this chapter or any other applicable ordinance or regulation, compliance may be required before approval is rendered by the city.

~~(c) Water system materials.~~

~~(1) Specifications:~~

~~a. A short brass corporation cock shall be installed at the water meter and galvanized, wrought iron pipe, or copper tubing used to the meter box. A brass cock and meter box shall be placed in the sidewalk space. The tap shall be made in the center of the upper quarter of the main nearest to the property to be connected, using not less than five-eighth (5/8) inch corporation cock and gooseneck, and not less than three-fourth (3/4) inch galvanized wrought iron or copper tubing pipe and three-fourth (3/4) inch cock at the curb line. The cock in the meter box shall be placed on the pipe just inside the meter box, then an elbow and meter connection with a union, (then another elbow; the distance between elbows to be sufficient for proper settling of the meter.~~

~~b. In all areas and locations where water pressure exceeds 100 pounds per square inch the property owner shall provide such pressure regulating valves as may be necessary to reduce the pressure in the piping system on his property to a safe level. It is recommended, but not required, that such pressure regulating valves be installed where water pressures exceed 75 pounds per square inch. However, the city shall not be responsible for damage due to "excessive" system pressure.~~

~~(2) Pipe. All major transmission mains shall be constructed of cast iron or ductile iron. AC, plastic, or other materials may be used in subdivisions or areas of light traffic, upon approval by the city. The minimum size for transmission pipe shall be 12 inches in diameter. Minimum design working pressure for any water pipe system shall be 150 pounds per square inch.~~

~~(3) Meters. All meters shall be of a type and construction approved by the city.~~

~~(d) Sewer pipe. Cast iron, vitrified clay, or plastic pipe may be used, as determined by the specific job. The city shall have final authority in material selection, based on recommendations by the city engineer. The minimum size of sewer pipe line shall be eight (8) inches in diameter.~~

~~(e) Storm drainage pipe. Corrugated metal, asbestos cement, or plastic pipes may be used as determined by the job. The city shall have final authority. The minimum size of storm drainage pipe shall be 18 inches in diameter. (Ord. of 4/5/77, Div. IV, Arts. I through 5)~~

Sec. 9-4-50 Major subdivision types.

Each major subdivision shall contain the improvements specified in this article, which shall be installed in accordance with the requirements of this chapter and paid for by the subdivider, unless other means of financing is specifically stated in this chapter. Land shall be dedicated and reserved in each major subdivision as specified in this article. Each major subdivision shall adhere to the minimum standards of design established by this article.

(a) Conservation Subdivision: Conservation subdivisions are permitted only in the R-2 Residential Agriculture zoning district. The purpose is to preserve agriculture and forestry lands, natural and cultural features, and rural community character that might be lost through conventional development approaches. To accomplish this goal, greater flexibility and creativity in the design of such developments is encouraged and required. Conservation subdivisions are subject to all requirements of this ordinance, including this article. However, components of this article may be modified to meet the following design standards:

(1) Open Space: Each conservation subdivision shall reserve a minimum of 40% of the total property for open space: This does not include lots that will be built upon, but requires a separate parcel designated for open space. This open space may consist of the conservation areas listed in subsection b. below, or other forms of passive space such as greenways or trails. Natural features shall be maintained in their natural condition, but may be modified to improve their appearance, functioning, or overall condition, as recommended by experts in the particular area being modified. Permitted modifications may include:

- a. Reforestation;
- b. Pasture or cropland management;
- c. Buffer area landscaping; and/or
- d. Stream bank protection/restoration.
- e. Each new area of open space shall be consciously designed to adjoin each other whenever possible to form a network of open space throughout the property being subdivided as well as adjacent properties. Unless accepted for dedication or otherwise agreed to by the city, another unit of local government, the state or a private non-profit land conservancy, the cost and responsibility of maintaining the open space and any facilities located thereon shall be borne by the property owner and/or a homeowners association.

(2) Conservation: The following natural and cultural resources shall be accurately portrayed on the preliminary and final plat and shall, as the highest priority areas to be used for open space, be preserved and protected whenever possible:

- a. Productive agricultural and forestry soils;
- b. Floodplains (100-year) identified by a Flood Insurance Rate Map;
- c. Steep slopes (> 25%);
- d. Significant wildlife habitat;
- e. Historic and archaeological sites including, but not limited to, those listed on the National Register of Historic Places, the State's National Register study list, or any site locally designated as a historic landmark or district; and
- f. Scenic views, especially of natural and cultural features, including views from the road as well as views outward from potential home sites.

(3) Streets: Streets **shall be built in accordance with the City's adopted Standard Specifications and** shall be aligned to provide vehicular access to each house in the most reasonable and economical manner. Lots and streets shall be aligned to avoid, or at least minimize, impacts on conservation areas. Street connections are encouraged to minimize the number of cul-de-sacs. Cul-de-sacs serving more than six homes shall be designed with a central island containing indigenous trees and shrubs. Single-loaded streets (homes only on one side) are encouraged to maximize open space views for new homes.

(4) Sidewalks and trails: Sidewalks in conservation subdivisions must be at least five feet wide and must conform to the City's Standard Specifications. ~~may consist of a two inch layer of asphalt, concrete, or similar durable, smooth surface material.~~ Formal and informal trails can be made of a variety of materials and shall be appropriately designed to fit within the type of open space they access. Sidewalks and trails shall connect whenever possible to maximize the network of pedestrian facilities. Additionally, trails shall link to existing trails or other pedestrian facilities on adjacent properties whenever possible.

(5) Clustering: Clustering of homes on smaller lots is encouraged to maximize the conservation of natural and cultural resources. Lots in conservation subdivisions may be smaller than the minimum lot sizes established in the Zoning Ordinance, provided the subdivision's overall average lot size meets the Zoning Ordinance requirements.

(6) Stormwater: Stormwater runoff, drainage, retention and filtration shall be managed through natural systems to ensure adequate groundwater recharge and should be in accordance with the City's Standard Specifications. These systems may include, but are not limited to, ditches, swales and naturally vegetated retention areas.



) Urban Subdivision: Urban subdivisions are permitted in every zoning district except R-2 Residential Agriculture and shall meet all requirements of this article. The purpose is to ensure that new subdivisions in the more urbanized areas of the city create sustainable neighborhoods with a clear sense of community and place. (Ord. of 4-6-92, No. 190-92; Ord. of 3-6-06, No. 5-06)

Sec. 9-4-54 Type of street required.

(a) All streets shall be designed, within the natural limitations of the land, to form part of an interconnected street pattern (see below).



A A common subdivision showing a poor street layout due to few connections and many dead ends.

B & C Better street layouts showing multiple links and a gridded network of streets.

(b) All subdivision lots shall abut on a public street.

(c) All public streets shall be built in accordance with the City's standard specifications ~~to the standards of this chapter and all other applicable standards of the city and the North Carolina Department of Transportation specifications.~~

(d) Public streets not dedicated to the city which are eligible for acceptance into the state

highway system shall be constructed to the standards necessary to be put on the state highway system or the standards in this chapter, whichever is stricter, in regard to each particular item and shall be put on such system.

(e) Streets not dedicated to the city which are not eligible to be put on the state highway system because there are too few lots or residences shall, nevertheless, be dedicated to the public and shall be in accordance with the standards in this chapter or the standards necessary to be put on the state highway system, whichever is stricter in regard to each particular item, so as to be eligible to be put on the system at a later date.

(f) A written maintenance agreement with provisions for maintenance of the street until it is accepted by the city or is put on the state system shall be included with the final plat.

(Ord. of 4-6-92, No. 190-92; Ord. of 3-6-06, No. 5-06)

Sec. 9-4-59 Nonresidential streets.

The subdivider of a nonresidential subdivision shall provide streets in accordance with the City's standard specifications and the North Carolina Department of Transportation, Division of Highways' subdivision Roads Minimum Construction Standards, July 1, 1985, as amended, ~~and the standards in this chapter~~, whichever are stricter in regard to each particular item. Cross-access between adjacent commercial subdivisions, existing and new, is strongly encouraged wherever possible.

(Ord. of 4-6-92, No. 190-92; Ord. of 3-6-06, No. 5-06)

Sec. 9-4-60 Design standards of streets.

The design of all streets and roads within the jurisdiction of this chapter shall be in accordance with the City's adopted Standard Specifications and accepted policies of the North Carolina Department of Transportation ~~Division of Highways, as taken or modified from the American Association of State Highway Officials (AASHO) manuals. The N.C. Department of Transportation, Division of Highways' Subdivision Roads Minimum Construction Standards, July 1, 1985, as amended,~~ and shall apply for any items not included in this chapter, or where stricter than this chapter. Curb and gutter, swales, or ditches shall be installed as prescribed by the City's Standard Specifications, in consultation with the City Engineer.

Sect. 9-4-61 ~~Rights-of-way widths.~~

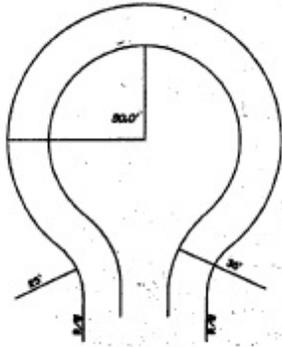
~~—(a) Right of way widths shall not be less than the following and shall apply except in those cases where right of way requirements have been specifically set out in the thoroughfare plan.~~

-	Minimum Right-of-Way Feet
- —(1) Rural	
—(i) Principal Arterial Freeways	350
— Other	200
—(ii) Minor Arterial	100
—(iii) Major Collector	100
—(iv) Minor Collector	60
—(v) Local Road	45

-	
-	Minimum Right-of-Way, Feet

- ~~—(2) **Urban**~~
- ~~—(i) Major thoroughfare other than freeway and expressway 90~~
- ~~—(ii) Minor thoroughfare 60~~
- ~~—(iii) Neighborhood street 45~~
- ~~—(iv) Cul-de-sac*~~

* The distance from the edge of the pavement of the turnaround to the right of way line shall not be less than the distance from the edge of the pavement to the right of way line on the street approaching the turnaround, as seen in the example below.



~~—(b) The subdivider will only be required to dedicate a maximum of 100 feet of right of way. In cases where over 100 feet of right of way is desired, the subdivider will be required only to reserve the amount in excess of 100 feet. In all cases in which right of way is sought for an access controlled facility, the subdivider will only be required to make a reservation.~~

~~(Ord. of 4-6-92, No. 190-92; Ord. of 3-6-06, No. 5-06)~~

Sec. 9-4-62 Pavement widths.

~~—Widths for street and road classifications other than local shall be as required by the thoroughfare plan. Width for local roads and streets shall be as follows:~~

—Road Type	W/Curb and Gutter Feet	W/O Curb and Gutter
—Local residential	26	22 w/6 foot shoulder
—Residential collector	34	curb & gutter required
—Cul-de-sac	60 foot radius	60 foot radius

~~(Ord. of 4-6-92, No. 190-92; Ord. of 3-6-06, No. 5-06)~~

Sec. 9-4-63 Geometric characteristics.

The standards outlined below shall apply to all subdivision streets proposed for addition to the state highway system (or municipal street system). In cases where a subdivision is sought adjacent to a proposed thoroughfare corridor, the requirements of dedication and reservation discussed in section 9-4-61(b) shall apply.

(a) Design speeds.

Rural

Desirable Minimums

Major collector roads	55
Local roads including residential collectors and local residential	35

Urban	Desirable Minimums
Major thoroughfares and other than freeway and expressway	60
Minor thoroughfares	45
Neighborhood streets	25

(b) ~~Maximum and minimum grades.~~

~~(1) The maximum grades in percent shall be:~~

Design Speed	Level	Rolling	Mountainous
60	3	4	6
50	4	5	7
40	5	6	8
30		9	10
20			12

~~(2) A minimum grade for curbed streets normally should not be less than 0.5%, a grade of 0.35% may be allowed where there is a high type pavement accurately crowned and in areas where special drainage conditions may control.~~

~~(3) Grades for 100 feet each way from intersections should not exceed 5%.~~

~~(4) For streets and roads with projected annual average daily traffic less than 250, short grades, less than 500 feet long, may be no greater than 15.0%.~~

~~(c) Sight distance. Sight distance provided for stopped vehicles at intersections should be in accordance with "A Policy on Geometric Design of Rural Highways", and the zoning code for the city.~~

~~(d) Intersections.~~

~~(1) No street shall intersect any other street at an angle less than 90 degrees.~~

~~(2) Property lines at intersections should be set so that the distance from the edge of the pavement, of the street turnout, to the property line will be at least as great as the distance from the edge of pavement to the property line along the intersecting streets. This property line can be established as a radius or as a sight triangle. Greater offsets from the edge of pavement to the property lines will be required, if necessary, to provide sight distance for the vehicle on the side street.~~

~~(3) Offset intersections are to be avoided unless exception is granted by the Division of Highways. Intersections which cannot be aligned should be separated by a minimum length of 200 feet between survey center lines.~~

~~(4) Intersections with arterials, collectors and thoroughfares shall be at least 1000 feet from center line to center line, or more if required by the North Carolina Department of Transportation.~~

(e) Cul-de-sacs.

(1) Permanent deadend streets are prohibited except when required by extreme topography, water or other natural features. When permitted, no dead-end street shall be longer than 500 feet or provide access to more than 12 lots. Measurement shall be from the point where the center line of the deadend street intersects with the center of a through street to the center of the turnaround of the cul-de-sac.

(2) The distance from the edge of pavement on the vehicular turnaround to the right-of-way line shall not be less than the distance from the edge of pavement to right-of-way line on the street approaching the turnaround.

(3) Cul-de-sacs should not be used to avoid connection with an existing street or to avoid the extension of an important street.

(f) Alleys.

(1) Alleys shall be required to serve lots used for commercial and industrial purposes except that this requirement may be waived where other definite and assured provision is made for service access.

(2) The right-of-way width of an alley shall be 20 feet and the pavement width shall be 12 feet.

(3) Deadend alleys shall be avoided where possible, but if unavoidable, shall be provided with adequate turnaround facilities at the deadend as may be recommended by the Planning Board and approved by the City Council.

(4) Sharp alignment or grade changes shall be avoided.

(Ord. of 4-6-92, No. 190-92; Ord. of 3-6-06, No. 5-06)

Sec. 9-4-65 Utilities.

(a) Water and sanitary sewer systems. Each lot in all subdivisions within the corporate limits of the city shall be provided, at the subdivider's expense, with an extension of the municipal water and sanitary sewer systems. Outside the corporate limits, if water and/or sewer systems are in the area of the new subdivision, the proposed subdivision must use these facilities, whichever is available. If these facilities are not available, then well and/or septic systems may be used.

(b) Storm water drainage system. The subdivider shall provide a surface water drainage system constructed to the City's Standard Specifications ~~standards of the North Carolina Department of Transportation, as reflected in Handbook for the Design of Highway Surface Drainage Structures, 1973~~, subject to review by the City Engineer.

(1) No surface water shall be channeled or directed into a sanitary sewer.

(2) Where feasible, the subdivider shall connect to an existing storm water drainage system.

(3) Where an existing storm water drainage system cannot feasibly be extended to the subdivision, a surface drainage system shall be designed to protect the proposed development from water damage.

(4)) Surface drainage courses shall have side slopes of at least three feet of horizontal distance for each one foot of vertical distance, and courses shall be of sufficient size to accommodate the drainage area without flooding, and designed to comply with the standards and specifications for erosion control of the North Carolina Sedimentation Pollution Control Act, G.S. 143-34.12, Chapter 113A, Article 4 and the N.C. Administrative Code Title 15, Chapter 4, and any locally adopted erosion and sedimentation control ordinances.

(5) The minimum grade along the bottom of a surface drainage course shall be a vertical fall of at least one foot in each 200 feet of horizontal distance.-

(6) Streambanks and channels downstream from any land disturbing activity shall be protected from increased degradation from accelerated erosion caused by increased velocity of runoff from the land disturbing activity in accordance with the North Carolina Sedimentation Pollution Control Act, G.S. 143-34.12, Chapter 113A, Article 4 and the North Carolina Administrative Code Title 15, Chapter 4.

(7) Anyone constructing a dam or impoundment within the subdivision must comply with the North Carolina Administrative Code Title 15, Subchapter 2 K.

(8) In all areas of special flood hazards, all subdivision proposals shall have adequate drainage provided to reduce exposure to flood damage.

(9) Where feasible, other utilities, including electric and telephone lines, must be located underground and avoid mature tree root systems. If there are topographic or geologic hindrances to placing these utilities underground, then in accordance with Section 9-4-64-7 of this chapter, overhead utility poles may be used. The subdivider must provide factual evidence to the City Planner before receiving permission to use overhead utilities.

(Ord. of 3-6-06, No. 5-06)

Adopted this the 7th day of November, 2016.

Shawn Brown, Mayor

ATTEST:

Wendy Helms, City Clerk

REQUEST FOR COUNCIL ACTION

Date of Meeting: November 7, 2016

To: Mayor and the City Council

From: Catherine Renbarger, City Manager

Action Requested: Adopt Memorandum of Understanding with North Carolina Wireless

North Carolina Wireless is a wireless internet provider serving Catawba and surrounding counties. NC Wireless would like to expand its ability to reach and service additional clients and customers in the Claremont area by placing small transit and receiving equipment on our S. Oxford Water Tower. This will allow NC Wireless to offer broadband services to businesses near the South Oxford Water Tank. In particular, Sundown Audio has requested their services.

NC Wireless has already placed this equipment on the Kelly Boulevard tank through a previous agreement with similar terms.

Public Services staff, as well as Utility Services Group, the vendor the City contracts with for maintenance of the water towers, have approved the addition of this equipment. The equipment will have a very minimal visual impact and should not impact the tower structurally. NC Wireless has agreed to provide \$150 of in-kind services to the City of Claremont monthly.

Recommendation: Motion to Adopt Memorandum of Understanding with NC Wireless



Memorandum of Understanding: "The City of Claremont, NC" and "North Carolina Wireless" a Broadband Internet Provider.

Whereas NCW is a wireless internet service provider serving Catawba and surrounding Counties. NCW offers state of the art broadband, delivering broadband the last mile to areas otherwise not being served or underserved.

Whereas NCW wishes to expand our ability to reach and service additional clients and customers in the greater Catawba Valley Area.

Whereas NCW operates best when we work in conjunction with current owners of elevated assets to offer service. This saves our beautiful views and conserves resources.

Whereas NCW has and continues to work with City, County and State Agencies to offer public-private partnerships that work in the best interest of all concerned to deliver broadband to otherwise unserved or underserved areas of our beautiful state.

Whereas The City of Claremont is and continues to be a forward looking entity desiring to continue to offer the best possible solutions to her citizens and the businesses in their municipality.

Whereas The City of Claremont has existing elevated assets.



Whereas The City of Claremont wishes to encourage commercial suppliers of broadband to offer those services to existing and potentially new businesses, to attract good paying jobs for the citizens of municipality.

Therefore: The City of Claremont and NCW do hereby agree to the following: NCW places a value of approximately of \$150.00 of costed services to any entity of the City of Claremont and in addition NCW will compensate the City of Claremont at this rate of actual cash payments (After \$1,500 of revenue is achieved, NCW will remit payments to the City of Claremont at the rate of 5% of total revenue not exceed a total payment of \$200 per month payment to the City of Claremont), to locate on elevated assets. The most favorable assets for the business industrial complex is the Water Towers located at S. Oxford St. and Kelly Street. The City of Claremont has a Structural Tower (Rohn Tower) located on the S. Oxford Water Tower. NCW intends to place our small transmit and receive equipment on this portion of the asset. NCW has extensive experience in this area of operations. NCW agrees that if needed NCW will provide additional support to the Claremont Structural Tower on the water tower. We will do so in coordination with The City of Claremont designated representative (Mr. Tom Winkler). In addition, NCW will designate The City of Claremont as "Additionally Insured" under NCW's One-million-dollar liability coverage.

**North Carolina
Wireless**

Wireless Internet Solutions

Phone 828-322-1505

Fax 1-866-559-5682

1985 Tate Blvd. SE Ste. #43 Hickory, NC 28602

info@lightleap.com

NCW has completed and proven thru engineering studies, and site survey/s, and actual client services demonstrated the feasibility of broadband service to new and expanding business park and others in the general area.

Therefore, The City of Claremont and NCW wish to enter into long term agreement whereby NCW would offer broadband services to provide public safety and for enhancement of broadband for municipal activities in the value range of the monthly rental expense to compensate the City of Claremont for the use of the tower space.

There-fore being in Agreement We

William L. Shillito

Catherine Renbarger

President/Partner

City Manager

William L. Shillito

Sign this day and date _____

REQUEST FOR COUNCIL ACTION

Date of Meeting: **November 7, 2016**

To: Mayor and the City Council

From: Stephanie Corn, Finance Officer

Action Requested: Adopt Ordinance 12-16 Amending the FY 2016-2017 Budget

With the new pre-audit procedures in place, clean up for line items are needed.

Recommendation: Motion to Adopt Ordinance 12-16

City Council of the City of Claremont
Catawba County, North Carolina
Ordinance No. 12-16

AN ORDINANCE OF THE CITY OF CLAREMONT AMENDING CLAREMONT
MUNICIPAL BUDGET FOR FISCAL YEAR 2017

THE CITY COUNCIL OF THE CITY OF CLAREMONT DOES HEREBY ORDAIN
AS FOLLOWS:

General Fund

<u>Expenditures</u>	<u>Increase</u>	<u>Decrease</u>
Legal Services		
10-4100-0430	1,000	
Travel & Training		
10-4100-1400		1,000
Engineering		
10-5450-0450	2,000	
Insurance & Bonds		
10-5450-5400		2,000
Engineering		
30-8100-0450	3,000	
Office Supplies		
30-8100-3200		3,000
Solid Waste Service		
10-5450-4900	3,000	
Insurance & Bonds		
10-5450-5400		1,344
Advertisement		
10-5450-2600		200
Buildings & Grounds		
10-5450-1500		1,456

Telephone 10-4200-1110	360	
Advertisement 10-4200-2600		360
<hr/>		
Telephone 10-5450-1110	115	
Advertisement 10-5450-2600		100
Office Supplies 10-5450-3200		15
<hr/>		
	9,475	9,475

INTRODUCED at the regular meeting of the City Council of the City of Claremont on November 7, 2016.

ADOPTED at the regular meeting of the City Council of the City of Claremont on November 7, 2016.

Shawn R. Brown, Mayor

ATTEST:

Wendy Helms, City Clerk

APPROVED AS TO FORM:

Bob Grant, City Attorney

REQUEST FOR COUNCIL ACTION

Date of Meeting: **November 7, 2016**

To: Mayor and the City Council

From: Catherine Renbarger, City Manager

Action Requested: Adopt Resolution 07-16 To Accept State Merger/Regionalization Feasibility Study

North Carolina General Statutes Chapter 159G has created Merger/Regionalization Feasibility grants to assist eligible units of government with meeting their waste water infrastructure needs. The City of Claremont applied, and was awarded, a merger/regionalization grant in the amount of \$50,000. The City will use these funds to cover the cost of Wooten's analysis of the City's future wastewater needs.

A resolution accepting the grant offer is needed before the City can proceed.

Recommendation: Motion to Adopt Resolution 07-16 Accepting State Merger/Regionalization Feasibility Study



CITY OF CLAREMONT
NORTH CAROLINA
RESOLUTION # 07-16

**ACCEPTING STATE RESERVE GRANT OFFER OF \$50,000 FOR WASTEWATER
REGIONALIZATION FEASIBILITY STUDY**

WHEREAS, the North Carolina General Statutes Chapter 159G has created Merger/Regionalization Feasibility grants to assist eligible units of government with meeting their waste infrastructure needs; and

WHEREAS, the North Carolina Department of Environmental Quality has offered a State Reserve/ Grant in the amount of \$50,000 to perform a merger/regionalization feasibility study; and

WHEREAS, the City of Claremont intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Claremont, North Carolina that:

That the City of Claremont does hereby accept the State Reserve Grant offer of \$50,000.

That the City of Claremont does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the award offer will be adhered to.

That Shawn R Brown, Mayor and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 7th day of November ay Claremont, North Carolina.

Shawn R. Brown, Mayor

Attest:

Wendy L. Helms, City Clerk

REQUEST FOR COUNCIL ACTION

Date of Meeting: **November 7, 2016**

To: Mayor and the City Council

From: Catherine Renbarger, City Manager

Action Requested: Adopt Resolution 11-16 Amending the CMAQ Sidewalk Project Fund Budget

With the removal of Centennial Boulevard, the Sidewalk Project Fund budget needs to be amended. In addition, when the project was originally budgeted, funds were not budgeted for Right of Way Acquisition or Legal Fees. This amendment includes those costs to provide a more comprehensive budget outlook.

Recommendation: Adopt Resolution 11-16 Amending the CMAQ Sidewalk Project Fund Budget

City Council of the City of Claremont

Catawba County, North Carolina

Ordinance No. 11-16

AN ORDINANCE OF THE CITY OF CLAREMONT AMENDING THE C-5195
SIDEWALK PROJECT FUND BUDGET

THE CITY COUNCIL OF THE CITY OF CLAREMONT DOES HEREBY ORDAIN AS
FOLLOWS:

Economic Development Project Fund

	<u>Increase</u>	<u>Decrease</u>
<u>Expenditures</u>		
Contracted Services		
80.5710.4500		\$50,000
<hr/>		
Total		\$50,000
Legal Fees		
80.5710.0430	\$15,000	
Grant Administration		
80.5710.0300	\$15,000	
Right of Way Acquisition		
80.5710.4700	\$20,000	
<hr/>		
Total	\$50,000	

INTRODUCED at the regular meeting of the City Council of the City of Claremont on
November 7, 2016.

ADOPTED at the regular meeting of the City Council of the City of Claremont on
November 7, 2016.

MAYOR Shawn R. Brown

ATTEST:

Wendy Helms, City Clerk

APPROVED AS TO FORM:

Bob Grant, City Attorney

Claremont October 2016 Dashboard Report

Police Dept.			Fire Dept.			Financials		
	Month	YTD		Month	YTD		% In	% Out
Calls Answered	664	6052	Calls for Service	30	312	General Fund	31%	29%
Citations Served	140	1371	Working Fires	4	31	Water/Sewer Fund	39%	22%
Warnings	76	589	Training Hours	35	2012	Rescue Squad		
Number of Arrests	12	119	Prevention Programs	24	192		Month	YTD
Accidents	8	115	Structural Responses	10	83	Calls for Service		358
Warrants	19	232	EMS Calls	10	92	Training Hours		255
Open Cases	12	78				Other Activities & Announcements		
Other Activities & Announcements			Other Activities & Announcements			Other Activities & Announcements		
Capt. Long attended Hostage Negotiators School. Ofr.. Grant attended Intox School.			Time to change your smoke detector batteries.			No Report		
Public Works			Utility Dept.			Planning & Zoning Dept.		
	Month	YTD		Month	YTD		Month	YTD
Vehicles Serviced	13	139	Water Turned Off	7	117	Total Zoning Permits	3	23
Recycling Tons- Sep 2016	8.04	80.99	Water Taps	0	2	Commercial Projects	1	5
Solid Waste Tonnage	34.94	340.83	Water Purchased	9,517,280	92,807,343	New Dwelling Units	0	7
Street Lights Replaced	3	76	Water Sold	10,005,861	73,307,213	Customers w/ Inquiries	7	111
Work Orders	62	369	McLin WWTP Avg.		1,022,836	New Plats Reviewed	0	4
Sewer Line Jetted/ Manholes	1698+8	17556(76)	North WWTP Avg.		647,935	Plng Brd Agenda Items	4	27
Other Activities & Announcements			Other Activities & Announcements			Other Activities & Announcements		
			Cut trees on the sewer lines that were blocking the right of way. Located all sewer clean outs in Shangri-La.			Proposed Landscaping of parking area Text Amendments, Standard Specifications & Guidelines, Code Enforcement.		

Code Enforcement Report

October, 2016

	A	B	C	D
2	Property Owner	Property Address	Issue	Status
3	Jonathan Miller	3060 Oak St	unfinished house	Took pictures 10/19/16. High grass mowed. No new windows installed. Junked vehicles. On 10/31/16 was told he is replacing tar paper & dealing with an issue of excess mud in basement before further progress can be made.
4	Janice Salyers	2730 E US Hwy 70	outdoor storage-Tim's Towing	Revised citation letter delivered via police escort on 10/17/16. Gave 3 week extension, spot check until 11/9/16.
5	Pierre Foods	3437 E Main St	missing buffer	Mr. Winner has planted 55 5-6' trees along driveway and around back of existing fence. Spaced out No Parking signs. Case Closed.
6	Randy Yount	2985 & 2991 Peachtree St Ext	high grass	Checked back on 10/10/16. Had been mowed. Case Closed.
7	Glenn Overcash	3310 Catawba St.	outdoor storage/veg. buffer	Visited 10/17/16 & mailed violation citation. Can not retrofit buffer requirement to grandfathered property, but tractor trailer beds will be moved to the back. Involves grading. Deadline extended to Dec. 14th.
8	Larry & Michael Pannell	3042 N. Oxford	weeds/ivy and tree limbs	Rechecked 10/17/16, Spoke with Mr. Patel again 10/24/16. No change. Emailed Larry Pannell again about contacting Mr. Patel at the Inn.
9	Stanford Furniture	2860 N Oxford	van without tags	Checked back on 10/10/16. Van removed! Via email, Randy Short agreed to clean up old grill, and other solid waste on site. No change as of 10/31/16.
10	Town and Country Tire	N Oxford St	landscaping requirements	Bushes planted as of 10/12/16. Case Closed.
11				

Claremont Recreation Committee

October 4th 2016

Members present:Danny Hedrick, Kendra Hedrick, Thad Sparkman, Roger Shook, Lisa Travis, Megan Lowman, Henry Helton

Staff present:Michael Orders, Catherine Renbarger

Call to Orders:The meeting was called to order by Danny at 6:00p.m.

Approval of minutes:Henry noted that “Friends of Library” needed to be capitalized in the September minutes. With changes to be made Kendra made a motion to approve September minutes; Lisa second the motion.

Old Business:

Movie Night:

Michael, Roger and Shannon were the member present at the park. The movie shown was “the Jungle Book”. The committee made popcorn for everyone to join. Roger stated that there were about 175 people present for the movie.

Claremont Daze:

Catherine wanted to do an exercise with the recreation committee to debrief on Claremont Daze. This exercise would establish some of the good things that took place and some things that needed to be worked on for next year. The following illustration depicts the exercise.

Positives:

Roger stated the inflatables were a big hit.

Danny noted that 2 stages worked out great.

Henry talked about how the space between the booths was a positive.

Michael was impressed with vendor set-up “assembly line”

Catherine mention the number of vendors was a positive.

Kendra and Thad were impressed with the programs that were made.

Roger expressed the beer garden was very successful Friday night. And that Kimberlane was the best band.

The committee as a whole stated that having the gospel back was a positive.

Negatives:

Roger expressed that we need to communicate with locals and businesses a little more about street closures and plans for events.

Danny noted that maybe the timing should be reevaluated (start and ending on Saturday)

Henry suggested we get a tent that can be placed in the parking lot of St. Mark's church for shade.

Kendra noted that maybe we should have programs available at all entrances to Claremont Daze for better contact.

Danny asked about cutting back on number of programs made.

Henry stated that as a City we need to work on our relationship with Hickory Daily Record and having stages be sponsored by individuals or companies.

Catherine early take down and vendor placement could use some work.

The committee as a whole thinks that publicizing the event as a whole could use some work.

After these topics were discussed the committee picks the three most important to improve on. I have these topics highlighted in Red.

Michael then handed out a spread sheet showing expenses for Claremont Daze. The committee reviewed it and had no questions.

New Business:

Jesse Salwen: Presentation of Galapagos Islands

Michael announced to the committee that on November 10th from 7:00p.m. To 9p.m. Local photographer Jesse Salwen will be displaying his work in the City Council Chambers.

PJ Stanley 5k:

Catherine mentioned that the PJ Stanley 5K will be held Saturday October 15th and volunteers and participants will be needed.

Scaremont:

Henry told Roger that he talked to the greenroom about helping and they were hesitant. He also talked to Lees-McCree College about helping and they would have to look at their calendar and get back with Henry on an answer.

Roger shared that he has built a building for the props and Scaremont items. He mention that his advertising is in the Focus, Craigslist, and the Claremont Courier.

Roger mentioned he ordered 1,000 hotdogs and would like for the city to provide bun, drink, hotdogs, mustard and ketchup along with the inflatables. This price would be no greater than \$1,500.

Catherine told the committee that the city doesn't mind paying but we couldn't make a check out to an individual, it would have to be for goods and services.

Danny would call flowers bakery about special bun pricing.

If the committee is going to help they need to be there by 4:00p.m. Roger asked if we could get with the school and use their parking lot and also get ahold of Claremont PD to help with security.

Fall City-Wide yard sale:

Lisa and Megan mentioned that Youth Council will be selling Hot Chocolate and drinks.

Michael stated that craft and food vendor will be set-up.

Veterans Day service:

Thad stated that the service will be on November 11th at 11a.m. at the City Park. Henry Michael and Thad have met and decide on a speaker (Joe Dillard). Thad would get the speakers resume to Michael so he could put together a program. Henry is also working on this program .

Youth Council:

Danny mentioned that he had several individuals from Bandys High School that wanted to get involved with the youth council. Megan and Lisa stated they would look into the situation.

Christmas Parade:

Henry approached the Claremont Elementry School about the yazoo band for the parade. The school declined.

Danny and Roger are going into get a float together and would like the Candy cane float. Danny mention Dr. Gordan Dentistry would also like a float.

Henry spoke with Dan Wallace over the Shriners Gator Club and riding in the parade in honor of Ruper Little.

Michael stated that parade time would be at 3p.m. and we would look at some different line-up times.

Senior Dinner:

Danny would talk to boxcar about food for the event, he also stated that the price shouldn't change but would let Michael know.

The committee is currently looking for reusable vinyl table cloths. Kendra mentioned she would help with upkeep of the cloths if the city purchased them.

The doors will open at 4:00p.m. And meal served at 5:00p.m. The committee is asking for 250 door prizes to give away.

Danny asked if the cookies were good last year, the committee approved. He also asked Lisa if Faith Baptist would like to come back and sing. Lisa said she would ask but it shouldn't be a problem.

Closing:

Danny mentioned that the committee is stronger than it has ever been and starting to work well.

Adjorn:

Danny made a motion to close the meeting at 7:25p.m. Henry second the motion.