

**AGENDA ROXBORO CITY COUNCIL MEETING
TUESDAY, MAY 8, 2018 at 7:00 P.M.
CITY HALL COUNCIL CHAMBER**

CALL TO ORDER		Mayor Marilyn P. Newell
INVOCATION:		
PLEDGE OF ALLEGIANCE:		Mayor Marilyn P. Newell
AGENDA ADOPTION:		Mayor Marilyn P. Newell
CONSENT AGENDA		Mayor Marilyn P. Newell
Minutes		
Fire Department		
Police Department		
Fuel Expenditures		
Planning/RDG Report		
RECOGNITIONS:		
Fireman – Colby Clayton – <i>Outstanding Young Servant Award</i> (Roxboro Jaycees)		
PUBLIC COMMENT: (5 minutes per Citizen)		Mayor Marilyn P. Newell
PUBLIC HEARINGS AND ORDINANCE MATTERS:		
1. Annexation – 501 S. – Public Hearing		Planning Director Lauren Johnson
NEW BUSINESS:		
2. 4 th of July Fireworks Contract		City Manager Brooks Lockhart
3. Draft Budget Presentation		City Manager Brooks Lockhart
4. Annexation Petition – Patterson Drive		Planning Director Lauren Johnson
5. Resolution – Annexation Policy for Utility Extensions		Public Services Director Andy Oakley
OLD BUSINESS:		
6. “Clean Sweep”		City Manager Brooks Lockhart
COMMITTEE REPORTS:		Mayor Marilyn P. Newell
ADMINISTRATIVE REPORTS:		
7. Financial & Tax Report		Finance Director Dan Craig
8. Assistant Manager’s Report		Assistant Manager Tommy Warren
9. Manager’s Report		City Manager Brooks Lockhart
COUNCIL DISCUSSION:		
CLOSED SESSION:		
ADJOURNMENT:	Motion	Second

Consent Agenda

CITY OF ROXBORO, NC Consent Agenda

The Regular meeting of the Roxboro City Council was held in the Council Chamber of City Hall at 7:00 p.m. Tuesday, May 8, 2018.

The following members of the Roxboro City Council were present:

The following members of the Roxboro City Council were absent:

Mayor Marilyn P. Newell presented the consent agenda and asked if any item should be added or removed before calling for action. After some discussion, a **motion was offered by _____ to approve the Consent Agenda as presented with a second by _____** and upon being put to a vote, was carried unanimously.

- Minutes of April 10, 2018 (*Regular Meeting*)
- Fire/EMS Monthly Report (*April 2018*)
- Police Dept. Monthly Report (*April 2018*)
- Fuel Expenditures Monthly Report (*April 2018*)
- Planning/RDG Monthly Report (*April 2018*)

Trevie Adams, MMC/NCCMC
City Clerk

Mission Statement: "To create an inviting environment with opportunities that will add value to the Community of Roxboro"

**MINUTES/MEETING OF THE ROXBORO CITY COUNCIL
TUESDAY APRIL 10, 2018 – 7:00 P.M. CITY COUNCIL MEETING
CITY HALL IN THE COUNCIL CHAMBERS - ROXBORO, NC**

Members Present: Mayor Marilyn P. Newell
Mayor Pro-Tem Tim Chandler
Council Member Mark Phillips
Council Member Byrd Blackwell
Council Member Reggie Horton
Council Member Sandy Stigall

Members Absent:

Others Present: City Manager Brooks Lockhart
Asst. City Manager Tommy Warren
City Clerk Trevie Adams
City Attorney Nick Herman

CALL TO ORDER:

Mayor Marilyn P. Newell called the meeting to order at 7:00 p.m. welcoming everyone in attendance. Public Services Director Andy Oakley provided the invocation.

PLEDGE OF ALLEGIANCE:

Mayor Marilyn P. Newell then led Council and those in attendance in reciting the Pledge of Allegiance to the Flag.

AGENDA ADOPTION:

Mayor Marilyn P. Newell presented the agenda and asked for any additions or changes asking that an item **9A be added to Old Business for Engineering Contract for Waste Water Plant project per the USDA. Council Member Mark Phillips offered a motion to approve the agenda adding item 9A as requested with a second by Mayor Pro Tem Tim Chandler** and upon being put to a vote was carried unanimously.

CONSENT AGENDA ADOPTION:

Mayor Marilyn P. Newell presented the consent agenda and asked if anyone had any comments. A motion was offered by **Council Member Sandy Stigall to approve the consent agenda as presented with a second by Council Member Mark Phillips**, and upon being put to a vote, was carried unanimously.

RECOGNITION:

PUBLIC COMMENT:

Mayor Marilyn P. Newell invited anyone interested in addressing Council to sign-up for the public record and to limit his/her comments to five minutes.

PUBLIC HEARINGS & ORDINANCE MATTERS:

1. Tower Lease – Public Hearing

Mayor Marilyn P. Newell opened the Public Hearing at 7:04 p.m. Assistant City Manager Tommy Warren stated that Communication Structures Inc. has requested that the lease for the tower on Hill Street the company erected in 2000 be renewed. The original lease was for twenty years and expires in December 2020. Communication Structures have

a client that would like to lease space on the tower long term and by renewing the lease with the City, they can guarantee a longer term. The City does receive revenue from the lease and the revenue is based upon the rent received by Communications Structures. Al Benschhoff with the Brough Law firm has reviewed the lease agreement. **Mayor Newell asked for any public comment and there being none, closed the Public Hearing at 7:06 p.m. After a brief discussion, Council Member Sandy Stigall offered a motion to approve the lease as presented with a second by Council Member Reggie Horton and upon being put to a vote was carried unanimously.**

2. Resolution Directing Clerk to Investigate – Annexation – 501 S.

Planning Director Lauren Johnson reported to Council that the City of Roxboro has received petitions requesting that the City annex two adjoining parcels of land. The area to be annexed is located on the east side of US 501S approximately 300' south of the existing city limits. This will be a satellite annexation.

The total area to be annexed is 172.2 acres and when added to the existing satellite annexed areas the total is 8.2% of the primary corporate limits. While the petition is checked for vested rights, the property owners indicated that they are not requesting any vested rights. Currently, Public Services is conducting test on the Billy Hicks Road Pump Station and sewer collection system to determine the impact this development may have on the existing infrastructure.

After a brief discussion, **Council Member Mark Phillips offered a motion to approve the Resolution Directing the Clerk to Investigate with a second by Mayor Pro Tem Tim Chandler** and upon being put to a vote was carried unanimously.

3. Certificate of Sufficiency – Annexation – 501S.

Planning Director Lauren Johnson presented Council with the Certificate of Sufficiency stating that the Clerk has investigated the petition and found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with GS 160A-31. After a brief discussion, **Mayor Pro Tem Tim Chandler offered a motion to approve the Certificate of Sufficiency with a second by Council Member Mark Phillips** and upon being put to a vote was carried unanimously.

4. Resolution to Set Public Hearing – Annexation – 501 S.

Planning Director Lauren Johnson presented Council with a Resolution to Set a Public Hearing for the annexation of the property located on 501 S. After a brief discussion, **Council Member Byrd Blackwell offered a motion to set the Public Hearing for Tuesday, May 8, 2018 at 7:00 p.m. for the annexation of property located on 501 S as previously described, with a second by Council Member Sandy Stigall** and upon being put to a vote was carried unanimously.

NEW BUSINESS

5. Auditor's Contract June 30, 2018

Finance Director Dan Craig presented Council with the Auditor's Contract for June 30, 2018 with the firm of Petway, Mills and Pearson, PA. After a brief discussion, **Council Member Byrd Blackwell offered a motion to approve the contract as presented with a second by Council Member Mark Phillips** and upon being put to a vote was carried unanimously.

6. Utility Extension – Patterson Drive

Public Services Director Andy Oakley informed the Mayor and Council that Mr. Joel K. Gillis has requested that the City allow him to extend water and sewer service to the Subdivision on Patterson Drive. An existing sanitary sewer outfall and an existing waterline are adjacent to the site. This site was allowed an extension in 2007 under a different ownership, however, the project never started and all permits have expired. Staff discussed voluntary annexation with the owner's representative, but the owner would prefer not to be a part of the City of Roxboro. Voluntary Annexation can be a condition of this approval if City Council considers it to be beneficial to the City and the community.

Preliminary plans were submitted for review and the preliminary layout was acceptable and staff recommends approval of the extension with the following conditions:

- 1) All construction complies with City of Roxboro standards, specifications and policies.

Mr. David Haskins of 3696 Hwy 96, Oxford, N.C. informed the Mayor and Council that homes built in this subdivision would be \$175,000 homes.

After a brief discussion, **Mayor Pro Tem Tim Chandler offered a motion to approve the extension with annexation with a second by Council Member Mark Phillips** and upon being put to a vote was carried unanimously.

7. Resolution Adopting Policy for Mutual Aid

Police Chief David Hess presented Council with a Resolution Adopting a Policy for Mutual Assistance with Other Law Enforcement Agencies allowing the Roxboro Police Department to permit officers to work temporarily with officer of the requesting agency, including in an undercover capacity, and the Chief of Police may lend such equipment and supplies to requesting agencies as he/she deems advisable. All requests and authorizations shall be in accordance with North Carolina General Statutes §160A-288 as applicable. After a brief discussion, **Council Member Mark Phillips offered a motion to approve the Resolution as presented with a second by Council Member Byrd Blackwell** and upon being put to a vote, was carried unanimously.

OLD BUSINESS:

8. Paving Contract – Old Durham Road

Public Services Director Andy Oakley reported to the Mayor and Council that the bids for the Old Durham Road project were received on April 3, 2016 at 2:00 p.m. The only bidder was Carolina Sunrock, LLC with a bid of \$762,591.41. The City budget for this project is \$500,000. City staff met with Sunrock to see if some cost saving opportunities could be discussed. Sunrock's concern was the unknown quantity of unsuitable material and concrete removal. After reviewing the site and narrowing the scope of work for the removal of unsuitable material and concrete and reduced the bid estimate to \$503,716.41. Additional cost saving could be achieved by using an alternate method of stabilization of the unsuitable areas recommended by Sunrock and would lower the bid estimate to \$456,156.86. After a brief discussion, **Council Member Byrd Blackwell offered a motion to approve the bid alternates and award the project to Carolina Sunrock, LLC with a second by Council Member Reggie Horton** and upon being put to a vote was carried unanimously.

9. Sale of City Property

Assistant Manager Tommy Warren reported to the Mayor and Council that at the March meeting, a request was received to purchase approximately 1,000 sq. ft. of property located on North Main Street. The property is adjacent to Fire Station #3 and is a part of the lot that the ½ million-gallon water tank is located.

Mr. Don Clayton made the request in order to construct a garage. Due to topography, his lot has limited area suitable for building, however, by purchasing the area, he would be able to meet all zoning setbacks plus slope the bank behind the proposed garage without obtaining an easement from the City.

City Council approved going with GS §160A-269 Negotiated Offer, Advertisement and Upset Bid process. Mr. Clayton appeared before the City Clerk and bid \$500.00 paying a deposit and the bid was advertised. The bid has to be open for ten days to allow for an upset bid. The ten days from the date of advertisement was April 6, 2018 and as of this date no other bids have been received. If Council chooses, the high bidder would be Mr. Don Clayton and Mr. Clayton will survey the property and have a deed prepared. After a brief discussion, **Council Member Sandy Stigall offered a motion to accept the bid of \$500.00 from Mr. Don Clayton per GS §160A-269 Negotiated Offer with no other bids received, with a second by Mayor Pro Tem Tim Chandler** and upon being put to a vote, was carried unanimously.

9A. Engineering Contract for Wastewater Plant Project

City Manager Brooks Lockhart reported to the Mayor and Council that the USDA would like approval of the Engineering Contract for the Wastewater Plant Project to be included in the loan application. After a brief discussion, **Council Member Mark Phillips offered a motion to approve the engineering contract as presented with a second by Council Member Reggie Horton** and upon being put to a vote was carried unanimously.

Committee Reports:

Mayor Marilyn P. Newell asked for any committee reports at this time.

- 1) **Person County Animal Control – Council Member Sandy Stigall** – No report at this time.
- 2) **Senior Center Advisory Board – Council Member Byrd Blackwell** – reported the Senior Center is doing very well at this time.
- 3) **Kerr Tar Council of Government – Council Member Reggie Horton** – Discussed budget and revised travel. Mr. Horton also participated in the Reality Store at Northern Middle School. Mr. Horton also thanked Chief David Hess for his presentation to the American Legion.
- 4) **Fire Chief's Association – Council Member Mark Phillips & Council Member Reggie Horton** – attended the East Roxboro Neighborhood Watch.
- 5) **United Way – Mayor Pro Tem Tim Chandler** stated that United Way is still working on disbursements with allotted funds of \$30,000.
- 6) **Mayor Marilyn P. Newell** – Charles Circle Neighborhood Watch is reorganizing.

ADMINISTRATIVE REPORTS

10. Financial & Tax Report

Finance Director Dan Craig presented Council with Financial reports for months ending February 28, 2018 and tax reports for March 31, 2018. **Clerk's Note: A copy of said financial and tax report is hereby incorporated into the minutes of this meeting.**

11. Assistant Manager's Report

Assistant Manager Tommy Warren reported to the Mayor and Council that after City Council accepted the loan offer from USDA for the Wastewater Treatment Plant, the construction bid package was finalized and advertised. The bid schedule is as follows:

<i>Advertise for Bid:</i>	<i>Plan Rooms</i>	<i>April 2, 2018</i>
	<i>News Paper</i>	<i>April 7, 2018</i>
<i>Pre-Bid Meeting:</i>		<i>April 23, 2018</i>
<i>Receive Bids:</i>		<i>May 9, 2018</i>
<i>Submit to LGC:</i>		<i>May 11, 2018</i>
<i>Attend LGC Meeting:</i>		<i>June 5, 2018</i>
<i>City Council Award:</i>		<i>June 12, 2018</i>

The schedule was prepared by LaBella to meet LGC's calendar. The Local Government Commission will still approve the loan from the USDA and wants the City to receive the bids to make sure the loan covers the cost.

The Water Plant has received its new wastewater treatment plant discharge permit. There have been numerous changes to the permit which include: the number of substances that have to be monitored has been increased, the way the samples are obtained (the old permit allowed for grab samples, the new permit requires a composite sample), the lab at the water plant is not certified to run a lot of the test, so some are being run at the wastewater plant lab and some are being sent to outside labs. The sampling process is being evaluated and changes may be needed. If needed, the changes will be reflected in the upcoming budget.

Mr. Warren took this opportunity to inform the Mayor and Council that Mr. Eddie Moody, Public Works Superintendent is retiring effective April 11, 2018. Mr. Moody was hired in 2003 as the Garage Supervisor and was promoted to Public Works Superintendent in 2008. Mr. Warren wanted to thank Mr. Moody for his service to the City of Roxboro and wish him well in his new adventures.

12. Manager's Report

City Manager Brooks Lockhart reported to the Mayor and Council some upcoming dates including: NCDOL Safety Awards Banquet on Thursday, April 12 at Homestead Steakhouse, EDC/PCBIC Meeting, April 24, 4:00 p.m. at Piedmont Community College in Room S-100, Special Olympics Opening Ceremony 9:00 a.m. on May 2, 2018 at Person High School, and Open Enrollment for City Employees, May 22 & May 23, 2018 at City Hall.

Mr. Lockhart also reported that NCDOT has sent out a mailer regarding the Madison Boulevard project. People in the community have started to receive the mailer and it is likely that Council Member will be asked questions about the safety enhancements. NCDOT is undertaking environmental studies to collect data and planning. The design is not complete and there will be public meetings on the project in 2018 and 2019.

Continuing, Mr. Lockhart reported that staff held a meeting with LGC (Local Government Commission) and reviewed several of the enhancements the City has implemented over the last year, that include but are not limited to: the new purchasing policies, the implementation of a new fiscal management software, and the switching of the City's auditing firm. LGC staff advised that our Finance Officer is responsible to be a signature on instruments for payment and was suggested that all staff responsible for signing of

checks be sworn in as Deputy Finance Officers. Mr. Lockhart asked that Trevie Adams, Tommy Warren and himself be sworn in as Deputy Finance Officers. A motion was offered by **Mayor Pro Tem Tim Chandler to have Trevie Adams, Tommy Warren and Brooks Lockhart sworn in as Deputy Finance Officers with a second by Council Member Sandy Stigall** and upon being put to a vote was carried unanimously.

Mayor Marilyn P. Newell swore in Trevie Adams, Tommy Warren and Brooks Lockhart as Deputy Finance Officers at this time.

COUNCIL DISCUSSION:

Mayor Newell asked for any discussion or concerns from Council Members. **Council Member Mark Phillips** asked about the signage at Person High School, when the Old Durham Road project would begin and when Summeridge demo would be cleaned up. **Council Member Byrd Blackwell** asked if house on Hill Street was on the list to be demolished and stated that an assessment needs to be done on Desert Sands Building, noting the back wall is in bad shape and would like to know if the adjoining walls were stable. **Mayor Marilyn P. Newell** stated that she would talk to the other development on Patterson Drive about annexation. **Council Member Sandy Stigall** stated something needs to be done about the trash in the side ditch at Sheetz.

ADJOURNMENT:

There being no further business to discuss, **A motion was offered by Council Member Mark Phillips with a second by Council Member Sandy Stigall to adjourn this meeting** and, upon being put to a vote, was carried unanimously. Meeting adjourned at 8:43 p.m.

Submitted by:

Trevie Adams, MMC/NCCMC
City Clerk

April 10, 2018



**City of Roxboro
Fire and Rescue Department**

Date: May 3, 2018
To: Mayor Newell
Roxboro City Council
From: Kenneth M. Torain, Fire Chief

Highlight

- **Responses** - During the month of April the City of Roxboro Fire Department responded to 18 fire calls within the city limits, and 29 fire calls outside the city limits. Also, the department responded to 80 first responder calls within the city, and 38 first responder calls in our county response district. Over the course of April, we had to call back off-duty personnel and auxiliary personnel for a total of 2 full alarms. Roxboro Fire Department responded to 180 dispatched calls this month.
- **Jaycees Outstanding Public Servant Award**- Colby Clayton, a firefighter and member of Roxboro Fire Department was nominated and won the Outstanding Public Servant Award for Person County in April. He has been a member of Roxboro Fire Department for 1 year and has done a lot in that time. His application was judged by the Jaycees of Dallas, Texas. His application was so outstanding it will now be sent to the State for review.
- **April Fire Prevention** – Roxboro Fire Department have two fire prevention months unlike most departments. This here is a list of daycares we visited during April. **Lesters Toddler Care, Learn and Play, Mothergoose, Rising Star, Long Memorial (2 days), Creative Days, Early Intervention, PCC, Earl Bradsher.**
- **Inspector Upgrade** – Roxboro Fire Department hosted fire inspector upgrade with Bat. Chief Wrenn teaching the class and producing the upgrade material.
- **Career Days** – We participated in three career days, one at Southern, Northern and PCC.
- **Station Tours**- We had visits from the Cub Scouts and Earl Bradsher School.
- **Fire Extinguisher Training** – We had fire extinguisher training at the Wesbel, Canterbury house and Palace Point.

**Roxboro Fire Department
Fire and Life Safety Education Monthly Report Form**

Month/Year April-18

No. of Participants by Age Group

Age 0-4	<u>542</u>
Age 5-10	<u>324</u>
Age 11-14	<u>524</u>
Age 15-18	<u>348</u>
Age 19-29	<u>165</u>
Age 30-65	<u>354</u>
Age 65+	<u>168</u>
Total Persons	<u>2425</u>

Total Man Hours of Presentation 218

No. of Organizations by Type

Business	<u>1</u>
Civic Group	<u> </u>
Daycare	<u>10</u>
Healthcare	<u> </u>
Industrial	<u>4</u>
Juvenile Fire Setters	<u> </u>
Schools	<u>3</u>
Senior Groups	<u>2</u>
Special Interest	<u>3</u>
Youth Groups	<u>1</u>
Other	<u>3</u>
Total No. of Organizations	<u>27</u>

No. of Programs by Type

Bicycle Safety	<u> </u>
Burn Prevention	<u>27</u>
Display	<u> </u>
Extinguisher	<u>3</u>
Falls	<u> </u>
Fire / Evacuation Drill	<u>1</u>
Water Safety	<u> </u>
Firearms	<u> </u>
General Fire Safety	<u>10</u>
Juvenile Fire Setters	<u> </u>
Poison Prevention	<u> </u>
Public Relations	<u>3</u>
Special Event	<u>1</u>
Station Tour	<u>2</u>
Remembering When	<u>1</u>
Risk Watch	<u> </u>
Other	<u> </u>
Total	<u>48</u>

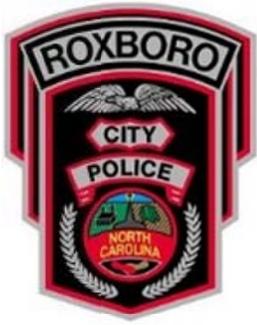
Safety Devices Issued

Smoke Alarms	<u>3</u>
Batteries	<u> </u>
Special Needs	<u> </u>
CSS	<u>4</u>
Total	<u>7</u>

Did a program save a life or reduce injury?

No

If yes, please give details on a separate sheet



ROXBORO POLICE DEPARTMENT



*109 North Lamar Street
Roxboro, North Carolina 27573*

Office 336 599 8345

www.cityofroxboro.com

City Council Report

April 2018

Patrol Division

Highlighted Events

- During the month of April, the department investigated two separate strings of breaking and entering into residential storage buildings. In both investigations, officers were able to recover all stolen items with some of those items being recovered before they were reported stolen. In both investigations, the offender was a different person and each alleged offender was arrested within hours of the offense occurring. This is an amazing testament to the hard work, team effort, and dedication to service excellence of our staff.
- Command Staff and Sergeants attended training from an FBI Supervisory Special Agent to learn how to recognize warning signs of employees with addictions and help them seek treatment. The course instructor was one of Chief Hess' FBI National Academy instructors and was facilitated at no cost. Chief Hess extends his appreciation to the FBI Headquarters in Washington DC for covering the instructor's costs.
- Officer Gray and Vuolo networked with a local business to help provide an elderly citizen a telephone and a television during a civil dispute investigation. Without their assistance the citizen would not have had access to call 911 or view the news.

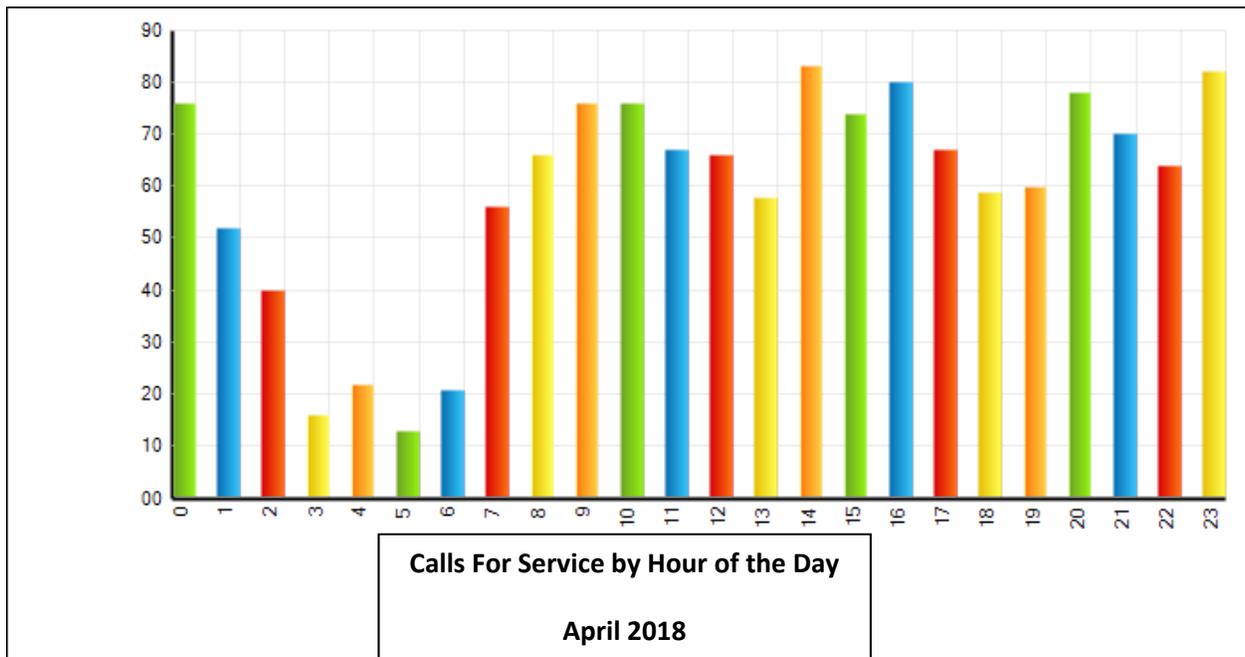
Community Policing

- Attendance at Good Morning Coffee Hour.
- Attended Prom Promise events with MADD at RCS and Person High School. The department passed out literature on the dangers of texting and driving.
- A Tip Line to report information about crime was established, the number is (336)322-6072
- Assisted South Elementary with their Spring Family Fun Day event.
- Valerie Gentry attended the Administrative Professional Luncheon.
- Chief participated as a judge for RCS Senior Speech night.
- Chief, Deputy Chief Hawkins, and Lieutenant Hughes attended Roxboro Housing Authority tenant meetings.
- Hosted an information exchange meeting with Pine Ridge Property Management to begin a Community Watch group and develop a proactive community policing strategy.



Monthly Activities

Calls for Service: 1422	Incident Reports: 111
Traffic Enforcement Requests: 31	Traffic Stops: 309
Traffic Crashes: 55	Citations Issued: 201
Total Arrests: 67	Warnings: 31
Directed/Foot Patrol: 177	



Criminal Investigations Division

- CID closed several breaking and entering cases with arrests.
- The division is working several fraud cases.
- Detective Sanford and Detective Howe participated in as guides for a Wounded Warrior hunting trip. This is Detective Sanford's six consecutive year.

Total Numbers for the Month

Cases Assigned: 30	Follow Up Hours in the Field: 168
Hours Completing Paperwork: 77	Follow Up Hours by Phone: 51
Call Outs: 5	Out of Town Follow Ups: 2
Felony Warrants Obtained: 24	Misdemeanor Warrants Obtained: 2
Total Arrests: 4	Interviews Conducted: 25
Cases Closed: 13	Total Forensics Cases: 8
Background Investigations for New Hires: 1	Court Hours: 29

Street Crimes Unit

- Preparing case files for grand jury.
- Continuing to work with law enforcement partners on a variety of covert cases.

Administrative Services Unit

- ASU continues to administer the hiring process. Of the 12 candidates from April, only five were selected to move forward to the next hiring phase. Candidates participated in a physical fitness assessment April 30th. ASU will review all the comprehensive information of those candidates to determine who will be selected for the final hiring phase.
- Sgt. Ford prepared seventeen items for surplus.
- Evidence Custodian Tanya Thomas is the city liaison for the Spring Community Clean Sweep Day. Citizens interested in participating in the May 12th event can call her at: 336-322-6057

Administration

Meetings

- Met with concerned citizens.
- Daily meetings with Command Staff.
- Attended IT Open House.
- Phone conferences for various NC Chiefs of Police Association business.
- District Attorney, Roxboro Housing Authority, Pine Ridge Property Managers, Rotary, concerned citizen, human resources.
- Staff meetings, budget planning, department head meeting, City Council.

Upcoming Events

- National Law Enforcement Memorial week begins May 14th. The Police Department will host Coffee with a Cop at Rox City Grill from 8:30-9:30 AM on Monday, May 14th. The event is free and open to everyone.

Highlighted Events

- At the April 13th NC Chiefs of Police Association Board of Directors meeting, Chief Hess hosted Lieutenant Governor Dan Forest to discuss school safety and various topics.
- Chief Hess participated in the physical fitness assessment with new hire candidates.





THANK YOU FOR YOUR CONTINUED SUPPORT

City of Roxboro, North C LM
 Distribution of Gas Tick WD
 31-Mar-18

Lawn Mowers
 Weed Eaters
 Chain Saws
 Gas Cans, ETC.

Shell
 Account Number: 80-001-3945-4

Gas 0.5340
 Diesel 0.5940

0.05 per gallon
 2.00% Discount

2.00% Discount
 Net Cost
 Average Cost Per Gallon

Card Number	Dept Number	Make	Model	Gallons	Total Cost	Tax Adjust	per gallon Discount	Discount	Net Cost	Average Cost Per Gallon
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Summary

1	4120	City Hall		35.16	83.73	18.78	1.76	0.70	62.49	2.381
2	4130	Finance		-	-	-	-	-	-	#DIV/0!
3	4160	Public Buildings		132.87	331.05	70.95	6.64	2.66	250.80	2.492
4	4180	Purchasing		-	-	-	-	-	-	#DIV/0!
17	4910	Planning & Zoning		-	-	-	-	-	-	#DIV/0!
		Total Administrative		168.03	414.78	89.73	8.40	3.36	313.29	2.468
5	4310	Police		2,189.90	5,226.01	1,169.41	109.50	43.80	3,903.31	2.386
6	4311	CID		83.31	197.30	44.49	4.17	1.67	146.98	2.368
26	4312	Narcotics		-	-	-	-	-	-	#DIV/0!
9	4380	Animal Control		-	-	-	-	-	-	#DIV/0!
		Total Police		2,273.21	5,423.31	1,213.89	113.66	45.46	4,050.29	2.386
7	4340	Fire		1,332.23	3,380.90	760.02	66.61	26.64	2,527.62	2.538
8	4341	Fire Inspections		76.06	179.97	40.62	3.80	1.52	134.03	2.366
		Total Fire Dept.		1,408.29	3,560.87	800.64	70.41	28.17	2,661.65	2.529
10	4510	Public Services		169.50	398.11	90.51	8.48	3.39	295.73	2.349
11	4511	Streets		448.75	1,183.46	248.02	22.44	8.98	873.19	2.637
12	4512	Street Cleaning		-	-	-	-	-	-	#DIV/0!
13	4513	Garage		90.64	247.55	52.19	4.53	1.81	189.01	2.731
14	4710	Residential Garbage		1,231.70	3,430.44	731.63	61.59	24.63	2,612.59	2.785
15	4711	Commercial Garbage		941.71	2,635.00	559.38	47.09	18.83	2,009.70	2.798
16	4740	Cemetery		119.24	313.72	63.67	5.96	2.38	241.70	2.631
		Total Public Services		3,001.54	8,208.28	1,745.40	150.08	60.03	6,221.93	2.735
		Total General Fund		6,851.07	17,607.24	3,849.66	342.55	137.02	13,247.16	2.570
18	7112	Meter Reading		265.32	636.71	141.68	13.27	5.31	476.46	2.400
19	7114	Lake Warden		51.37	122.36	27.43	2.57	1.03	91.33	2.382
25	7118	Pump Stations		812.57	2,139.33	433.91	40.63	16.25	1,648.54	2.633
20	7120	Water Plant		139.05	330.10	74.25	6.95	2.78	246.11	2.374
21	7121	Water Line Maintenanc		108.27	265.66	59.19	5.41	2.17	198.90	2.454
22	7130	WWTP		124.35	293.07	66.40	6.22	2.49	217.96	2.357
23	7131	Sewer Line Maintenanc		667.70	1,712.34	373.01	33.39	13.35	1,292.59	2.565
24	7132	WWTP II		108.22	288.53	57.79	5.41	2.16	223.17	2.666
		Total Enterprise Fund		2,276.85	5,788.10	1,233.66	113.84	45.54	4,395.06	2.542
		Total All Funds		9,127.92	23,395.34	5,083.33	456.40	182.56	17,642.22	2.563



May 2, 2018

To: Mayor Newell
Roxboro City Council

From: Lauren Johnson, Planning & Development Director

Subject: May Council Report

Uptown Development/Roxboro Development Group:

- Director Training and Development: The new RDG Director, Lynda Clayton, attended the NC Main Street Economic Restructuring/Vitality training in Wilson, NC with her Board Chair, Derrick Sims. This training focuses on efforts and techniques to grow the residential and commercial business base within Main Street districts.
- Rox N' Roll Cruise-In Series: Kicking off their 5th Year, the first event will take place on May 18th from 6-8:30pm, with a special performance by a local band, Casey & the Volcanoes and a visit from Mama Crockett's!
- Directors' RoundTable BBQ Fundraiser for City Fireworks Display: As a member of the Directors' RoundTable, the City's Community Planner will assist with the annual BBQ sale on May 4th to benefit the City's Fireworks Display fund. Southern Edge Catering is preparing the BBQ, which has already sold more than 150 lbs. just in pre-orders!
- NC Main Street: Staff is preparing for a Site Visit with members of the NC Main Street Center on May 30th. Representatives from the state program will come to meet with the RDG Director, Planning & Development Director, and others for an in-person look at the programs efforts. This is a new requirement for maintaining accreditation with the National Main Street program, and the Community Planner is working to ensure that all necessary preparations are in-line.
- Uptown Developments:
 - Hanging baskets will be back up the weekend of Mother's Day.
 - Work continues on the renovations at 111 N Main Street.
 - Installation is complete for the new planters at the corner of Main and Depot, thanks to the Garden Study club and various volunteers and donors.
 - The Bakery at Hall's Way is currently expanding their operations to include additional seating for customers.
 - Rell's Computer Shop opened at 102 N Main Street
 - Once Again Resale has announced the closing of their store after inventory liquidation.



Planning & Development:

- Minimum Housing/Nuisance Violations: Over the past month, there has been an increase in calls regarding high grass complaints. Staff intercepted approximately 13 calls in one week, alone. In addition to this, the minimum housing list requires even more attention as several homes are nearing the point for Council's consideration of ordered demolition. Because this process requires strict adherence to legal notification and advertising requirements, staff and the contracted State Code Enforcement, Inc. have been working through a list of ten properties at a time. Each of these files are reviewed to ensure all notifications have been properly made and documented, then conferring with the City Attorney's office to ensure full compliance before preparing ordinances to bring to Council for consideration. As such, the City Manager and Planning Director have examined the remaining budget for contracted services and authorized State Code Enforcement to increase the number of hours for the remainder of our contract in 2018. Code Enforcement officers will now devote 12 hours a week to attending to the minimum housing cases and high grass violations. Staff has also submitted requests in the budget for increased hours to continue into the new fiscal year. Specific data is attached to this report for Council's review.
- Business Regulations/UDO Amendments: City Manager Lockhart asked Planning staff to participate in a review of the City's business regulation ordinances for updating. Some of the revisions considered may also trigger some minor changes to the City's UDO. Staff will continue to work with the City Manager and City's attorney to ensure all material is current with recent legislation.
- Planning Board and Board of Adjustment Vacancies: The advisory boards to the City each have vacancies. Some members of the Board of Adjustment have reached the end of their term. Currently, one board member is seeking reappoint in June, while the other is relocating outside of the City and will not seek reappointment. The Planning Board is also shy two seats of a full board due to members relocating. Advertisements have been run in The Courier-Times, but no applications have been received to date. Staff would appreciate Council's assistance in spreading the word about these vacancies and encouraging residents of the City to apply for service on either of these boards.

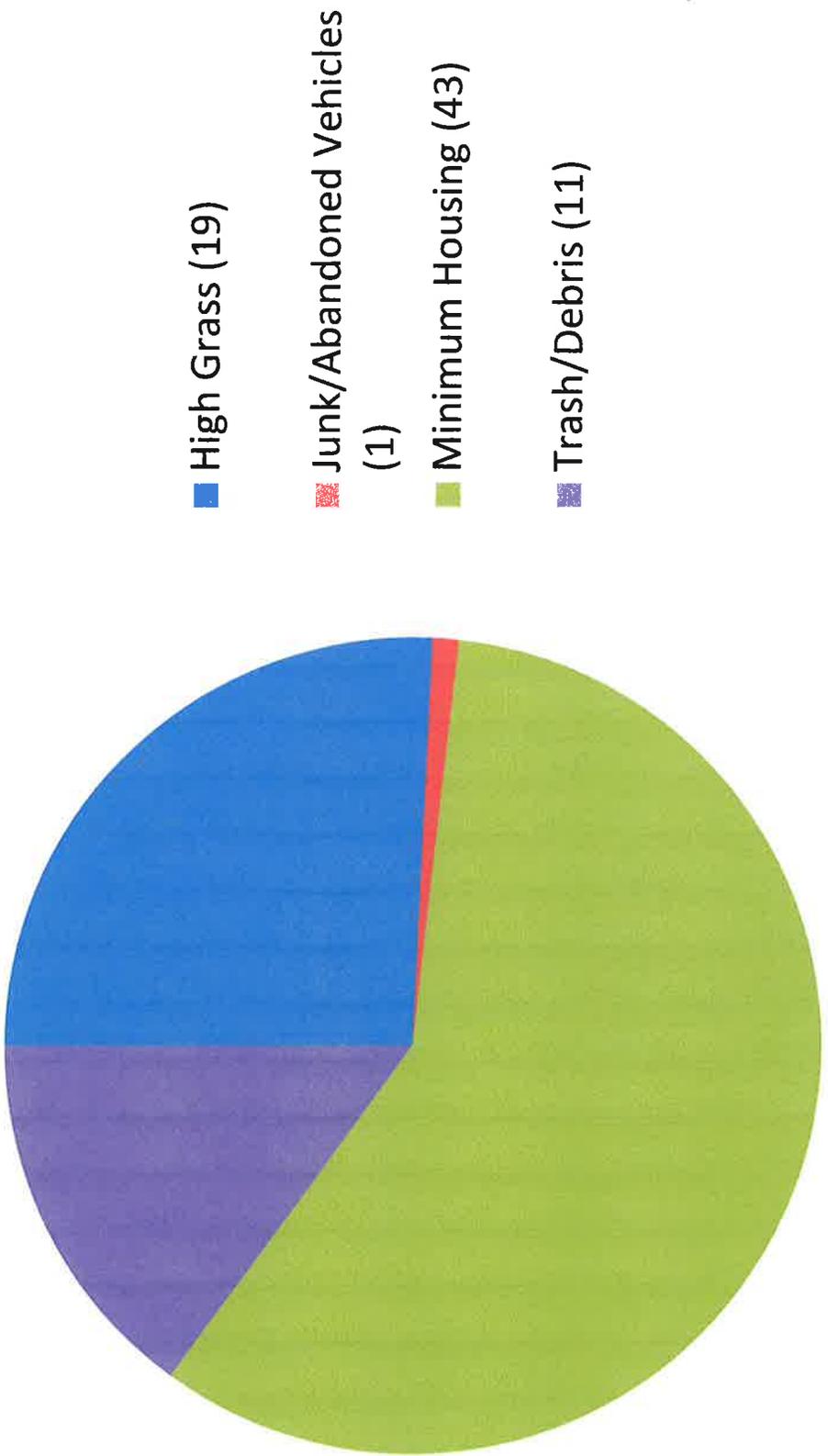
Additional Updates:

- Met with citizens regarding development and zoning inquiries.
- Prepared packets for Planning Board review at May 7th meeting for Rezoning request and Special Use Permit request.
- Prepared over a half-dozen zoning permits for commercial business and sign use.
- Worked with RDG Director to continue training on NC Main Street requirements.
- Assisted with the development of materials for the Clean Sweep Day, scheduled for May 12.
- Worked with Kirby Cultural Arts Complex Director on the re-installation of the City's art piece due to the new installation on the back of the Kirby.
- Approved July 4th Parade Special Event Permit Application – see enclosed.

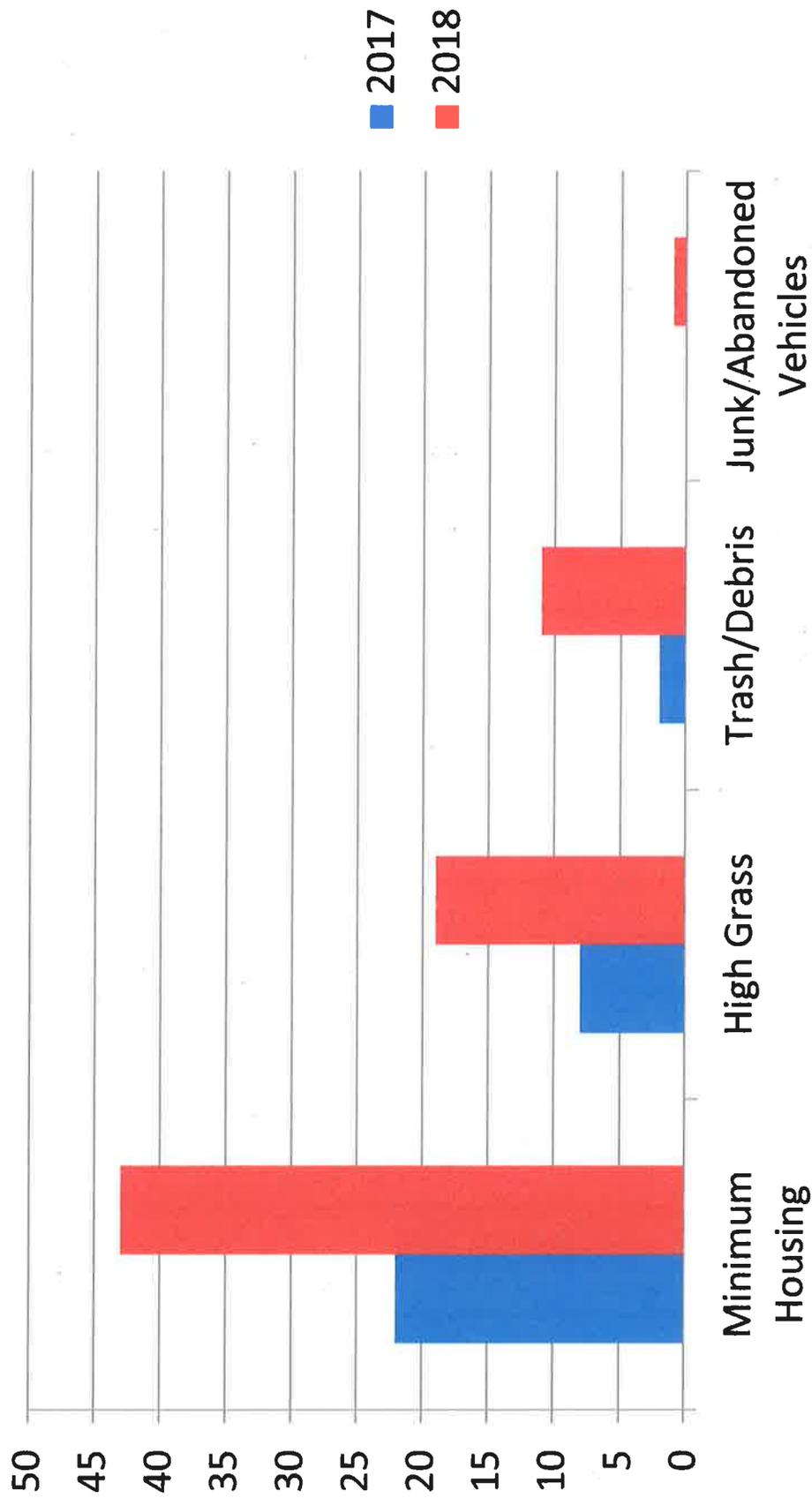
Code Enforcement Data

City of Roxboro 2017/2018

Open Cases as of May 1, 2018



Open Cases as of May 1, 2017 vs. May 1, 2018



Minimum Housing Demolitions Since January 1, 2018

- 93 Summer Ridge Road
- 209 Burch Avenue
- 711 Leasburg Road, Lot 65
- 404 Jones Street
- 1290 Old Durham Road – demo scheduled for later this month by owner
- 1354 Old Durham Road – demo scheduled for later this month by owner

*There were only two documented demolitions in 2017, neither of which were on the minimum housing violation report.

Minimum Housing Cases Closed Since January 1, 2018

- 710 Roxboro Street
- 417 Green Street
- 119 Lynn Dr, Unit A
- 711 Leasburg Rd, Lot 61

1. Annexation - 501 South - Public Hearing

Annexation Request Public Hearing Consideration

Last month, the City of Roxboro received petitions requesting the City annex two adjoining parcels of land, Tax Map & Parcel Numbers A51 17 and A62 112 (see attached). The area to be annexed is located on the east side of US 501S, contiguous to the existing city limits on the west side of 501S. The area is deemed contiguous as it separated from the municipal boundary only by the width of a NC DOT street. As such, this will be a voluntary contiguous annexation.

The total area to be annexed is 202.15 acres.

While the petition is checked for vested rights, the property owners indicated they are not requesting any vested rights.

Public Services are still conducting tests on the Billy Hicks Pump Station and sewer collection system to determine the impact this development may have on existing infrastructure.



ANNEXATION PETITION TO THE CITY OF ROXBORO, NC
REVISED: APRIL 10, 2018

Wilkins 113.8 Acres
Contiguous Annexation Area
City of Roxboro, Flat River Township, Person County, North Carolina

BEGINNING at a point (NC Grid Coordinates NAD 83/86 as derived from data shown on Plat Cabinet 13, page 325, N. 939,145', E. 2,008,725') at the southwest corner Patricia Dixon (see Parcel D, Plat Cabinet 9, page 21-7 and Deed Book 737, page 817, Person County Registry) common with the southeast corner of Sue S. Wilkins Family Limited Partnership (see Plat Cabinet 11, page 91-G and Deed Book 311, page 41, Person County Registry) in the north line of Royal Rogers (see Plat Cabinet 17, page 223 and Deed Book 887, page 429, Person County Registry); thence with Rogers along two (2) courses as follows: (1) N.67° 47'02"W. 1444.26' to a point and (2) N.00° 27'55"W. 422.40' to a point at the southeast corner of John J. James (see Plat Cabinet 11, page 99-B and Deed Book 303, page 663, Person County Registry); thence with the east and north lines of James along two (2) courses as follows: (1) N.00° 27'55"W. 148.60' to a point and (2) S.89° 12'58"W. 409.60' to a point at the southeast corner of Ubaldo F. Reyes (see Plat Cabinet 17, page 102, Plat Cabinet 14, page 156 and Deed Book 953, page 91, Person County Registry); thence with the east line of Reyes N.00° 47'02"W. 989.31' to a point at the northeast corner of Reyes in the south right of way line of Land Grant Road, a private 60' road (see Plat Cabinet 14, page 156 Person County Registry); thence with the north line of Reyes and the south right of way line of Land Grant Road along five (5) courses as follows: (1) S.76° 39'50"W. 794.86' to a point, (2) a curve to the left having a radius of 470.00', an arc length of 181.97' (chord bearing and distance S.65° 34'19"W. 180.84') to a point, (3) S.54° 28'48"W. 111.54' to a point, (4) a curve to the right having a radius of 780.00, an arc length of 271.06' (chord bearing and distance S.64° 26'08"W. 269.70') to a point and (5) S.74° 23'28"W. 99.27' to a point in the east right of way line of Durham Road (US Highway 501); thence along and with the east right of way line of Durham Road N.18° 13'22"W. 60.06' to a point at the southwest corner of John and Sheila Van Hoy (see Plat Cabinet 14, page 248 and Deed Book 741, page 803 Person County Registry) in the north right of way line of Land Grant Road; thence with the south line of Van Hoy and the north right of way line of Land Grant Road along two (2) courses as follows: (1) N.74° 23'28"E. 102.01' to a point and (2) a curve to the left having a radius of 720.00', an arc length of 170.65' (chord bearing and distance N.67° 36'04"E. 170.25') to a point at the southeast corner of Van Hoy at the intersection of the north right of way line of Land Grant Road and the west right of way line of Market Court (see Plat Cabinet 16, page 363 Person County Registry); thence with the east line of Van Hoy and the west right of way line of Market Court along two (2) courses as follows: (1) N.21° 11'30"W. 66.97' to a point and (2) a curve to the right having a radius of 325.27, an arc length of 145.69' (chord bearing and distance N.08° 20'55"W. 144.48') to a point at the southeast corner of JWK Land LLC (see Plat Cabinet 16, page 363 and Deed Book 829, page 610 Person County Registry); thence with the east line of JWK Land Inc. and the west right of way line of Market Court along three (3) courses as follows: (1) a curve to the

right having a radius of 325.00, an arc length of 151.49' (chord bearing and distance N.17°50'46"E. 150.12') to a point, (2) a curve to the left having a radius of 25.00, an arc length of 23.41' (chord bearing and distance N.04°22'41"E. 22.56') to a point and (3) a curve to the right having a radius of 60.00, an arc length of 107.47' (chord bearing and distance N.28°52'22"E. 93.67') to a point; thence leaving the west right of way line of Market Court and continuing with JWK Land Inc. along two (2) courses as follows: (1) N.09°48'41"W. 310.00' to a point and (2) S.80°17'30"W. 346.93' to a point in the east right of way line of Norfolk and Western Railroad (now abandoned); thence with the east right of way line of Norfolk and Western Railroad along two (2) courses as follows: (1) a curve to the right having a radius of 4220.86, an arc length of 394.37' (chord bearing and distance N.04°20'52"W. 394.22') to a point and (2) N.01°40'16"W. 538.02' to a point at the southwest corner of Homemax North Carolina Inc. (see Plat Cabinet 10, page 84-H and Deed Book 270, page 335 and Deed Book 337, page 51 Person County Registry; thence along and with the south line of Homemax North Carolina Inc. S.89°07'24"E. 921.49' to a point in the west line of Christy Rae G. Clayton (see Deed Book 304, page 562 Person County Registry); thence with the west line of Clayton S.00°22'24"E. 1048.39' to a point at the southwest corner of Clayton; thence along and with the south line of Clayton S.86°51'47"E. 701.86' to a point at the southwest corner of Dominion Person, Inc. (see Parcel B, Plat Cabinet 13, page 325 and Deed Book 440, page 318, Person County Registry); thence along and with the south line of Dominion Person, Inc. S.89°27'22"E. 298.19' to a point at the southwest corner of Dominion Person, Inc. (see Parcel A-1, Plat Cabinet 13, page 325 and Deed Book 440, page 318, Person County Registry); thence along and with the south line of Dominion Person, Inc. S.87°36'22"E. 958.16' to a point, a common corner with Patricia Dixon (see Parcel D, Plat Cabinet 9, page 21-7 and Deed Book 737, page 817, Person County Registry) and Sue S. Wilkins Family Limited Partnership (see Plat Cabinet 11, page 91-G and Deed Book 311, page 41, Person County Registry); thence with Dixon along four (4) courses as follows: (1) S.88°33'59"E. 219.58' to a point, (2) S.00°46'40"E. 197.67' to a point, (3) N.75°54'15"E. 609.55' to a point and (4) S.10°28'20"W. 2253.78' to a point at the southwest corner Patricia Dixon (see Parcel D, Plat Cabinet 9, page 21-7 and Deed Book 737, page 817, Person County Registry) the point and place of BEGINNING, containing 113.8 acres more or less, property of Sue S. Wilkins Family Limited Partnership (see Plat Cabinet 11, page 91-G and Deed Book 311, page 41, Person County Registry) and being an area of contiguous annexation to the City of Roxboro. The foregoing perimeter description was derived from sources as referenced hereon, rotated and translated to the NC Grid system as noted hereon, and does not represent an actual survey. Description prepared March 29, 2018 by William H. McCarthy, Jr. PLS, Summit Design and Engineering Services.

PETITION REQUESTING ANNEXATION

Date: 3/30/18

To the City Council of the City of Roxboro:

1. We the undersigned owners of real property request the area described in Paragraph 2 below be annexed into the City of Roxboro.
2. The area to be annexed is contiguous to the City of Roxboro and the boundaries of such territory are as follows:

(Insert Description of Boundaries Here)

SEE ATTACHED EXHIBIT MAP & DOCUMENTS

3. We acknowledge that any zoning vested rights acquired pursuant to GS 160A-385.1 or GS 153A0344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in termination of vested rights previously acquired for this property. (If zoning vested rights are claimed, indicate below and attached proof.)

Name	Address	Vested Rights (yes or no)	Signature
<u>Patricia Renea Dixon</u>	<u>618 Burr Oak Dr Nicholasville, Ky 40356</u>	<u>YES</u>	
<u>Gregory L. Dixon (POA) for Patricia Gabrielle Dixon</u>	<u>618 Burr Oak Dr. Nicholasville, Ky</u>	<u>YES</u>	 P.O.A.
_____	_____	_____	_____
_____	_____	_____	_____

ANNEXATION PETITION TO THE CITY OF ROXBORO, NC REVISED: APRIL 10, 2018

Dixon 85.5 Acres
Contiguous Annexation Area
City of Roxboro, Flat River Township, Person County, North Carolina

BEGINNING at a point (NC Grid Coordinates NAD 83/86 as derived from data shown on Plat Cabinet 13, page 325, N. 941,707', E. 2,010,727') in the centerline of Lucy Garrett Road (SR 1703) at the northwest corner of George Cates (see Parcel C, Plat Cabinet 9, page 21-7 and Deed Book 238, page 625, Person County Registry) common with the northeast corner of Patricia Dixon (see Parcel D, Plat Cabinet 9, page 21-7 and Deed Book 737, page 817, Person County Registry); thence leaving the centerline of Lucy Garrett Road with the western lines of Cates along two (2) courses as follows: (1) S.34°30'53"W. 2134.95' to a point and (2) S.06°29'38"E. 890.01' to a point in the north line of Carol Rogers Fox (see Plat Cabinet 1, page 660 and Deed Book 523, page 374, Person County Registry); thence along and with the north line of Fox N.84°51'10"W. 669.77' to a point at the northeast corner of Royal Rogers (see Plat Cabinet 17, page 223 and Deed Book 887, page 429, Person County Registry); thence along and with the north line of Rogers N.84°50'04"W. 226.53' to a point, common with the southwest corner of Patricia Dixon (see Parcel D, Plat Cabinet 9, page 21-7 and Deed Book 737, page 817, Person County Registry) and the southeast corner of Sue S. Wilkins Family Limited Partnership (see Plat Cabinet 11, page 91-G and Deed Book 311, page 41, Person County Registry); thence with Wilkins along four (4) courses as follows: (1) N.10°28'20"E. 2253.78' to a point, (2) S.75°54'15"W. 609.55' to a point, (3) N.00°46'40"W. 197.67' to a point and (4) N.88°33'59"W. 219.58' to a point at the southeast corner of Dominion Person, Inc. (see Parcel A-1, Plat Cabinet 13, page 325 and Deed Book 440, page 318, Person County Registry); thence with Dominion Person, Inc. along two (2) courses as follows: (1) N.04°22'20"E. 569.31' to a point and (2) N.74°50'12"E. 310.49' to a point at the southwest corner of Varendee Davis (see parcel 5, Plat Cabinet 12, page 566, Deed Book 334, page 310 and Deed Book 480, page 238 Person County Registry); thence along and with the south line of Davis N.77°50'55"E. 613.94' to a point at the southwest corner of Varendee Davis (see Parcel 1, Plat Cabinet 12, page 566, Deed Book 334, page 331 and Deed Book 480, page 238 Person County Registry); thence along and with the south line of Davis N.77°50'55"E. 96.61' to a point at the northwest corner of Richard M. Bridgeman (see 6.12 acre parcel Plat Cabinet 7, page 77-3 and Deed Book 638, page 296 (which includes a 1.00 acre parcel shown on Plat Cabinet 11, page 11G) and 1.04 acre parcel shown on Plat Cabinet 9, page 21-4 and Deed Book 638, page 317, Person County Registry); thence along and with the west line of Bridgeman S.04°14'52"E. 75.00' to a point at the southwest corner of the 1.00 acre parcel shown on Plat Cabinet 11, page 11G referenced above; thence continuing with Bridgeman along three (3) courses as follows: (1) S.04°14'52"E. 133.00' to a point, (2) S.86°51'09"E. 496.65' to a point and (3) N.16°38'17"E. 317.95' to a point in the centerline of an old road at the southeast corner of the 1.04 acre parcel shown on Plat Cabinet 9, page 21-4 referenced above; thence continuing with Bridgeman N.16°38'17"E. 199.70' to a point in the centerline Lucy Garrett Road (SR 1703); thence with the centerline of Lucy Garrett Road (SR 1703) along twelve (12) courses as follows: (1) S.37°25'07"E. 20.66' to a point, (2) S.34°12'44"E. 77.79' to a point, (3) S.32°23'45"E. 170.42' to a point, (4) S.32°46'00"E. 99.70' to a point, (5) S.35°02'04"E. 100.51' to a point, (6) S.38°01'11"E.

100.63' to a point, (7) S.41°27'24"E. 79.30' to a point, (8) S.46°21'41"E. 79.62' to a point, (9) S.51°32'21"E. 79.11' to a point, (10) S.54°54'42"E. 77.16' to a point, (11) S.57°56'20"E. 76.26' to a point and (12) S.60°29'20"E. 100.38' to a point, the point and place of BEGINNING, containing 85.5 acres more or less, property of Patricia Dixon (see Parcel D, Plat Cabinet 9, page 21-7 and Deed Book 737, page 817, Person County Registry) and being an area of contiguous annexation to the City of Roxboro. The foregoing perimeter description as derived from sources as referenced hereon, rotated and translated to the NC Grid system as noted hereon, and does not represent an actual survey. Description prepared March 29, 2018 by William H. McCarthy, Jr. PLS, Summit Design and Engineering Services.

100 East Six Forks Rd.
Suite 300
Raleigh, NC 27609
(919.732.3883)

3333 Durham-Chapel Hill
Blvd., Suite A200
Durham, NC 27707
(919.544.6436)

7000 Stinson Hartis Rd.
Suite E
Indian Trail, NC 28079
(919.732.3883)

717 Hay St.
Fayetteville, NC 28301
(910.624.5492)

480 Hillsboro St.,
Ste 110, Bldg. F
Pittsboro, NC 27312
(919.732.3883)

1320 Seymour Dr.
South Boston, VA 24592
(434.575.0617)

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF
THE CITY OF ROXBORO, NORTH CAROLINA**

WHEREAS, the Roxboro City Council has been petitioned under G.S. 160A-31 to annex the area described herein; and

WHEREAS, the Roxboro City Council has by resolution directed the City Clerk to investigate the sufficiency of said petition; and

WHEREAS, the City Clerk has certified the sufficiency of said petition and a public hearing on the question of this annexation was held at Roxboro City Hall Council Chambers at 7:00 p.m. on the 8th day of May, 2018, after due notice by The Courier-Times on the 25th day of April, 2018; and

WHEREAS, the Roxboro City Council does hereby find as a fact that said petition meets the requirements of G.S. 106A-31;

NOW, THEREFORE, BE IT ORDAINED by the Roxboro City Council of the City of Roxboro, North Carolina, that:

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Roxboro as of June 30, 2018:

Tract 1 BEGINNING at a point (NC Grid Coordinates NAD 83/86 as derived from data shown on Plat Cabinet 13, page 325, N. 941,707', E. 2,010,727') in the centerline of Lucy Garrett Road (SR 1703) at the northwest corner of George Cates (see Parcel C, Plat Cabinet 9, page 21-7 and Deed Book 238, page 625, Person County Registry) common with the northeast corner of Patricia Dixon (see Parcel D, Plat Cabinet 9, page 21-7 and Deed Book 737, page 817, Person County Registry); thence leaving the centerline of Lucy Garrett Road with the western lines of Cates along two (2) courses as follows: (1) S.34°30'53"W. 2134.95' to a point and (2) S.06°29'38"E. 890.01' to a point in the north line of Carol Rogers Fox (see Plat Cabinet 1, page 660 and Deed Book 523, page 374, Person County Registry); thence along and with the north line of Fox N.84°51'10"W. 669.77' to a point at the northeast corner of Royal Rogers (see Plat Cabinet 17, page 223 and Deed Book 887, page 429, Person County Registry); thence along and with the north line of Rogers N.84°50'04"W. 226.53' to a point, common with the southwest corner of Patricia Dixon (see Parcel D, Plat Cabinet 9, page 21-7 and Deed Book 737, page 817, Person County Registry) and the southeast corner of Sue S. Wilkins Family Limited Partnership (see Plat Cabinet 11, page 91-G and Deed Book 311, page 41, Person County Registry); thence with Wilkins along four (4) courses as follows: (1) N.10°28'20"E. 2253.78' to a point, (2) S.75°54'15"W. 609.55' to a point, (3) N.00°46'40"W. 197.67' to a point and (4) N.88°33'59"W. 219.58' to a point at the southeast corner of Dominion Person, Inc. (see Parcel A-1, Plat Cabinet 13, page 325 and Deed Book 440, page 318, Person County Registry); thence with Dominion Person, Inc. along two (2) courses as follows: (1) N.04°22'20"E. 569.31' to a point and (2) N.74°50'12"E. 310.49' to a point at the southwest corner of Varendee Davis (see parcel 5, Plat Cabinet 12, page 566, Deed Book 334, page 310 and Deed Book 480, page 238 Person County Registry); thence along and with the south line of Davis N.77°50'55"E. 613.94' to a point at the southwest corner of Varendee Davis (see Parcel 1, Plat Cabinet 12, page 566, Deed Book 334, page 331 and Deed Book 480, page 238 Person County Registry); thence along and with the south line of Davis N.77°50'55"E. 96.61' to a point at the northwest corner of Richard M. Bridgeman (see 6.12 acre parcel Plat Cabinet 7, page 77-3 and Deed Book 638, page 296 (which includes a 1.00 acre parcel shown on Plat Cabinet 11, page 11G) and 1.04 acre parcel shown on Plat Cabinet 9, page 21-4 and Deed Book 638, page 317, Person County Registry);

thence along and with the west line of Bridgeman S.04°14'52"E. 75.00' to a point at the southwest corner of the 1.00 acre parcel shown on Plat Cabinet 11, page 11G referenced above; thence continuing with Bridgeman along three (3) courses as follows: (1) S.04°14'52"E. 133.00' to a point, (2) S.86°51'09"E. 496.65' to a point and (3) N.16°38'17"E. 317.95' to a point in the centerline of an old road at the southeast corner of the 1.04 acre parcel shown on Plat Cabinet 9, page 21-4 referenced above; thence continuing with Bridgeman N.16°38'17"E. 199.70' to a point in the centerline Lucy Garrett Road (SR 1703); thence with the centerline of Lucy Garrett Road (SR 1703) along twelve (12) courses as follows: (1) S.37°25'07"E. 20.66' to a point, (2) S.34°12'44"E. 77.79' to a point, (3) S.32°23'45"E. 170.42' to a point, (4) S.32°46'00"E. 99.70' to a point, (5) S.35°02'04"E. 100.51' to a point, (6) S.38°01'11"E. 100.63' to a point, (7) S.41°27'24"E. 79.30' to a point, (8) S.46°21'41"E. 79.62' to a point, (9) S.51°32'21"E. 79.11' to a point, (10) S.54°54'42"E. 77.16' to a point, (11) S.57°56'20"E. 76.26' to a point and (12) S.60°29'20"E. 100.38' to a point, the point and place of BEGINNING, containing 85.5 acres more or less, property of Patricia Dixon (see Parcel D, Plat Cabinet 9, page 21-7 and Deed Book 737, page 817, Person County Registry) and being an area of contiguous annexation to the City of Roxboro. The foregoing perimeter description as derived from sources as referenced hereon, rotated and translated to the NC Grid system as noted hereon, and does not represent an actual survey. Description prepared March 29, 2018 by William H. McCarthy, Jr. PLS, Summit Design and Engineering Services.

Tract 2: BEGINNING at a point (NC Grid Coordinates NAD 83/86 as derived from data shown on Plat Cabinet 13, page 325, N. 939,145', E. 2,008,725') at the southwest corner Patricia Dixon (see Parcel D, Plat Cabinet 9, page 21-7 and Deed Book 737, page 817, Person County Registry) common with the southeast corner of Sue S. Wilkins Family Limited Partnership (see Plat Cabinet 11, page 91-G and Deed Book 311, page 41, Person County Registry) in the north line of Royal Rogers (see Plat Cabinet 17, page 223 and Deed Book 887, page 429, Person County Registry); thence with Rogers along two (2) courses as follows: (1) N.67°47'02"W. 1444.26' to a point and (2) N.00°27'55"W. 422.40' to a point at the southeast corner of John J. James (see Plat Cabinet 11, page 99-B and Deed Book 303, page 663, Person County Registry); thence with the east and north lines of James along two (2) courses as follows: (1) N.00°27'55"W. 148.60' to a point and (2) S.89°12'58"W. 409.60' to a point at the southeast corner of Ubaldo F. Reyes (see Plat Cabinet 17, page 102, Plat Cabinet 14, page 156 and Deed Book 953, page 91, Person County Registry); thence with the east line of Reyes N.00°47'02"W. 989.31' to a point at the northeast corner of Reyes in the south right of way line of Land Grant Road, a private 60' road (see Plat Cabinet 14, page 156 Person County Registry); thence with the north line of Reyes and the south right of way line of Land Grant Road along five (5) courses as follows: (1) S.76°39'50"W. 794.86' to a point, (2) a curve to the left having a radius of 470.00', an arc length of 181.97' (chord bearing and distance S.65°34'19"W. 180.84') to a point, (3) S.54°28'48"W. 111.54' to a point, (4) a curve to the right having a radius of 780.00, an arc length of 271.06' (chord bearing and distance S.64°26'08"W. 269.70') to a point and (5) S.74°23'28"W. 99.27' to a point in the east right of way line of Durham Road (US Highway 501); thence along and with the east right of way line of Durham Road N.18°13'22"W. 60.06' to a point at the southwest corner of John and Sheila Van Hoy (see Plat Cabinet 14, page 248 and Deed Book 741, page 803 Person County Registry) in the north right of way line of Land Grant Road; thence with the south line of Van Hoy and the north right of way line of Land Grant Road along two (2) courses as follows: (1) N.74°23'28"E. 102.01' to a point and (2) a curve to the left having a radius of 720.00', an arc length of 170.65' (chord bearing and distance N.67°36'04"E. 170.25') to a point at the southeast corner of Van Hoy at the intersection of the north right of way line of Land Grant Road and the west right of way line of Market Court (see Plat Cabinet 16, page 363 Person County Registry); thence with the east line of Van Hoy and the west right of way line of Market Court along two (2) courses as follows: (1) N.21°11'30"W. 66.97' to a point and (2) a curve to the right having a radius of 325.27, an arc length of 145.69' (chord bearing and distance N.08°20'55"W. 144.48') to a point at the southeast corner of JWK Land LLC (see Plat Cabinet 16, page 363 and Deed Book 829, page 610 Person County Registry); thence with the east line of JWK Land Inc. and the west right of way line of Market Court along three (3) courses as follows: (1) a curve to the right having a radius of 325.00, an arc length of 151.49' (chord bearing and distance N.17°50'46"E. 150.12') to a point, (2) a curve to the left having a radius of 25.00, an arc length of 23.41' (chord bearing and distance N.04°22'41"E. 22.56') to a point and (3) a curve to the right having a radius of 60.00, an arc length of 107.47' (chord bearing and distance N.28°52'22"E. 93.67') to a point; thence leaving the west right of way line of Market

Court and continuing with JWK Land Inc. along two (2) courses as follows: (1) N.09°48'41"W. 310.00' to a point and (2) S.80°17'30"W. 346.93' to a point in the east right of way line of Norfolk and Western Railroad (now abandoned); thence with the east right of way line of Norfolk and Western Railroad along two (2) courses as follows: (1) a curve to the right having a radius of 4220.86, an arc length of 394.37' (chord bearing and distance N.04°20'52"W. 394.22') to a point and (2) N.01°40'16"W. 538.02' to a point at the southwest corner of Homemax North Carolina Inc. (see Plat Cabinet 10, page 84-H and Deed Book 270, page 335 and Deed Book 337, page 51 Person County Registry; thence along and with the south line of Homemax North Carolina Inc. S.89°07'24"E. 921.49' to a point in the west line of Christy Rae G. Clayton (see Deed Book 304, page 562 Person County Registry); thence with the west line of Clayton S.00°22'24"E. 1048.39' to a point at the southwest corner of Clayton; thence along and with the south line of Clayton S.86°51'47"E. 701.86' to a point at the southwest corner of Dominion Person, Inc. (see Parcel S.89°27'22"E. 298.19' to a point at the southwest corner of Dominion Person, Inc. (see Parcel A-1, Plat Cabinet 13, page 325 and Deed Book 440, page 318, Person County Registry); thence along and with the south line of Dominion Person, Inc. S.87°36'22"E. 958.16' to a point, a common corner with Patricia Dixon (see Parcel D, Plat Cabinet 9, page 21-7 and Deed Book 737, page 817, Person County Registry) and Sue S. Wilkins Family Limited Partnership (see Plat Cabinet 11, page 91-G and Deed Book 311, page 41, Person County Registry); thence with Dixon along four (4) courses as follows: (1) S.88°33'59"E. 219.58' to a point, (2) S.00°46'40"E. 197.67' to a point, (3) N.75°54'15"E. 609.55' to a point and (4) S.10°28'20"W. 2253.78' to a point at the southwest corner Patricia Dixon (see Parcel D, Plat Cabinet 9, page 21-7 and Deed Book 737, page 817, Person County Registry) the point and place of BEGINNING, containing 113.8 acres more or less, property of Sue S. Wilkins Family Limited Partnership (see Plat Cabinet 11, page 91-G and Deed Book 311, page 41, Person County Registry) and being an area of contiguous annexation to the City of Roxboro. The foregoing perimeter description was derived from sources as referenced hereon, rotated and translated to the NC Grid system as noted hereon, and does not represent an actual survey. Description prepared March 29, 2018 by William H. McCarthy, Jr. PLS, Summit Design and Engineering Services.

Section 2. Upon and after the 30th day of June, 2018, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Roxboro and shall be entitled to the same privileges and benefits as other parts of the City of Roxboro. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Roxboro shall cause to be recorded in the office of the Register of Deeds of Person County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 hereof, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Person County Board of Elections, as required by G.S. 163-288.1.

Section 4. Notice of adoption of this ordinance shall be published once, following the effective date of annexation, in a newspaper having general circulation in the City Roxboro.

Adopted this _____ day of _____, 2018.

Mayor Marilyn P. Newell

ATTEST:

APPROVED AS TO FORM:

Trevie Adams, City Clerk

Nicholas G. Herman, City Attorney

NORTH CAROLINA
PERSON COUNTY

I, A Notary Public of the County and State aforesaid, certify that Trevie Adams personally came before me this day and acknowledged that she is City Clerk of the City of Roxboro, a municipal corporation and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by its Mayor, sealed with its corporate seal and attested by her as its City Clerk.

Witness my hand and notarial seal, this ____ day of _____ 2018.

Notary Public

My Commission Expires: _____.

NORTH CAROLINA
PERSON COUNTY

The foregoing certificate of _____ a Notary Public of the governmental unit designated is certified to be correct. Presented for registration and recorded in this office in Book ____ Page _____.

This ____ day of _____ 2018, at ____ o'clock _____.

Register of Deeds
Tonya R. Wilson

2. 4th of July Fireworks Contract



March 2, 2018

Mr. Brooks Lockhart
City of Roxboro
P.O. Box 128
Roxboro, NC 27573

Dear Mr. Lockhart:

Thank you for your continued interest in East Coast Pyrotechnics.

Enclosed, please find display proposal and contract for your review. Keep in mind that this proposal represents a complete turnkey program. East Coast will provide all necessary material, qualified technicians, and 5 million dollars of liability insurance coverage. In addition, we will obtain all required city discharge permits.

The proposed display will feature the same mixture of special effects type shells as has been displayed during previous events (Spinners, Tourbillions, Crossettes, Strobes, Palm Trees, Kamuro, and Pattern shells, Five Pointed Star, Heart in Circle, Smiley Face, Sunflower, etc) and will include the best of our new inventory.

If the proposed display meets your approval, please return the enclosed contract to secure your upcoming event. For your convenience you may return via Fax (803-789-6440) or e-mail.

If you should have any questions, do not hesitate to contact me (800) 238-5114 or joel@eastcoastpyro.com at anytime.

I look forward to the opportunity to be of service.

Sincerely,

Joel Matthews
Event Producer

City of Roxboro
\$10,500.00 Proposal Synopsis
July 4th, 2018

Opening

49 Shot – 1½” Multi- Color Dahlia with 49 Rising Tails

Main Body

130 – 3” Caliber Shells

130 – 4” Caliber Shells

60 – 5” Caliber Shells

(includes 8 pattern shells)

Mid – Show Flight One

36 – 2 ½” Gold Crackling Dragon Egg with 36 Crackling Tails

Mid – Show Flight Two

210 Shot – 1” Red & Blue to Silver Crossette “X” Shape

Grand Finale

36 – 2 ½” Assorted Color Peony & Salutes with 36 Rising Tails

40 – 3” Assorted Color Dahlia & Crown Shells

40 – 3” Variegated Color Peony & Chrysanthemum Shells

30 – 3” Silver Titanium Salutes With Rising Silver Tail

**EAST COAST PYROTECHNICS, INC.
AGREEMENT**

This contract entered in this 2nd of March A.D. 2018 by and between EAST COAST PYROTECHNICS, INC. of Catawba, S.C. and City of Roxboro (customer) of City Roxboro State NC.

WITNESSETH: EAST COAST PYROTECHNICS, INC. for and in consideration of the terms hereinafter mentioned, agrees to furnish to the CUSTOMER one (1) Fireworks Display(s) as per agreement made and accepted and made a part hereof, including the services of our Operator to take charge of and fire display under the supervision and direction of the Customer, said display to be given on the evening of July 4, 2018 Customer Initial _____, weather permitting, it being understood that should inclement weather prevent the giving of this display on the date mentioned herein the parties shall agree to a mutually convenient alternate date, within six (6) months of the original display date. Customer shall remit to the first party an additional 15% of the total contract price or additional expenses in presenting the display on an alternate date. The determination to cancel the show because of inclement or unsafe weather conditions shall rest within the sole discretion of EAST COAST PYROTECHNICS, INC. In the event the customer does not choose to reschedule another date or cannot agree to a mutually convenient date, EAST COAST PYROTECHNICS, INC. shall be entitled to 40% of the contract price for costs, damages and expenses. If the fireworks exhibition is cancelled by CUSTOMER prior to the display, CUSTOMER shall be responsible for and shall pay EAST COAST PYROTECHNICS, INC. on demand, all EAST COAST PYROTECHNICS, INC.'s out of pocket expenses incurred in preparation for the show including but not limited to, material purchases, preparation and design costs, deposits, licenses, and employee charges.

EAST COAST PYROTECHNICS, INC. agrees to furnish all necessary fireworks display materials and personnel for fireworks display in accordance with the program approved by the parties. Quantities and varieties of products in the program are approximate. After final design, exact specifications will be supplied upon request. EAST COAST PYROTECHNICS, INC. enters this agreement contingent upon its ability to secure delivery of product for the display.

It is further agreed and understood that the CUSTOMER is to pay EAST COAST PYROTECHNICS, INC. the sum of \$10,500.00 (50% Deposit due April 1, 2018). A service fee of 1 ½% per month shall be added if account is not paid in full within 30 days of the show date.

EAST COAST PYROTECHNICS, INC. will obtain Commercial Liability and Property Damage and Workers Compensation insurance. Certificate of Insurance will be provided prior to the event. All the entities listed on the Certificate of Insurance will be deemed as an additional insured per this contract.

Customer will provide the following items:

- (a) Sufficient area for the display, including a minimum spectator set back of 350 ft all points from the discharge area.
- (b) Protection of the display area by roping-off or similar facility.
- (c) Adequate police protection to prevent spectators from entering display area.
- (d) Search of the fallout area at first light following a nighttime display.

It is further agreed and mutually understood that nothing in this contract shall be constructed or interpreted to mean a partnership, both parties being hereto responsible for their separate and individual debts and obligations, and neither party shall be responsible for any agreements not stipulated in this contract. Customer agrees to pay any and all collection costs, including reasonable attorney's fees and court costs incurred by EAST COAST PYROTECHNICS, INC. in the collection or attempted collections of any amount due under this agreement and invoice. Signor of this contract personally guarantees full payment of this agreement.

The parties hereto do mutually and severally guarantee terms, conditions, and payments of this contract, these articles to be binding upon the parties, themselves, their heirs, executors, administrators, successors and assigns.

EAST COAST PYROTECHNICS, INC.

By _____

Date Signed: March 2, 2018

Joel Matthews

PO Box 209

Catawba, SC 29704

P803-789-5733

F803-789-6440

joel@eastcoastpyro.com

CUSTOMER

By _____

It is duly authorized agent, who represents he/she has full authority to bind the Customer

Date Signed: _____

(Please Type or Print)

Name: _____

Address: _____

Phone: _____

Email: _____

Billing Email: _____

3. Draft Budget Presentation

Budget Draft
Proposal
To Be
Distributed
At The
Council Meeting

4. Annexation Petition - Patterson Drive

Annexation Request

The City of Roxboro has received petitions requesting that the City annex two adjoining parcels of land, Tax Map & Parcel Numbers 102 2 and 102 81. The area to be annexed is located off of Patterson Drive, approximately .2 miles from 501 S, contiguous to the existing city limits along Patterson Drive. The area is deemed contiguous as it abuts the existing City of Roxboro corporate limits. As such, this will be a voluntary contiguous annexation.``

The total area to be annexed is 16.06 acres.

The petitioner requests vested rights for these two properties. The proposed vested rights are outlined in the petition and include conditions of approval for a Major Subdivision Concept Plan approved by the Person County Board of Commissioners in 2007 with approved erosion and sedimentation plan and approved road construction plans.



City of Roxboro

Petition Requesting Voluntary Annexation

To the City Council of the City of Roxboro:

1. We the undersigned owners of real property request the area described in paragraph 2 below be annexed into the City of Roxboro.
2. The area to be annexed is contiguous to the City of Roxboro and the boundaries of such territory are as follows:

See attached legal description

3. We acknowledge that any zoning vested rights acquired pursuant to GS 160A-385 or GS 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in termination of vested rights previously acquired for this property, (if zoning vested rights are claimed, indicate below and attach proof)

See attached documents

Name (print)	Address	Vested Rights (yes or no)	Signature
<u>Joel K. Gillis</u>	<u>6321 Angus Drive Raleigh Raleigh NC 27617</u>	<u>Yes</u>	<u></u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

LEGAL DESCRIPTION AND MAP

Legal Description – Patterson Drive Annexation

Beginning at a point, the southeast corner of Joel K. Gillis in the Ricky Merritt Walker line, said point being located S-05-31-43-W 194.48 feet from the centerline of Patterson Drive, thence from said point of beginning with Ricky Merritt Walker S-06-04-45-W 16.23 feet; thence S-83-56-00-E 79.83 feet; thence S-84-02-55-E 55.17 feet; thence with Barbara Arlene Fox S-64-47-24-W 96.41 feet; thence S-34-16-18-W 339.69 feet; thence S-33-45-47-W 123.04 feet; thence with Jones Estate LLC S-34-08-59-W 233.90 feet; thence N-82-10-14-W 369.03 feet; thence S-08-42-31-W 22.59 feet; thence with Herbert L. Harris N-81-24-49-W 612.97 feet; thence with Sabins Properties LLC N-41-16-55-E 8.51 feet; thence with a circular curve to the left having a delta of 19-30-33, a radius of 572.96 feet, an arc distance of 195.09 feet (chord bearing and distance N-31-31-38-E 194.15 feet); thence N-21-46-21-E 498.53 feet; thence with the rear of lots fronting on Patterson Drive S-84-27-13-E 186.46 feet; thence S-84-00-08-E 154.82 feet; thence S-84-05-25-E 299.85 feet; thence S-83-55-57-E 145.19 feet; thence S-83-59-15-E 167.88 feet; thence S-83-59-14-E 80.00 feet to the point and place of beginning and being 16.14 Acres Proposed Area of Annexation.



Coulter Jewell James, Inc.
 111 West Main Street
 Durham, N.C. 27701
 P 919.888.8448
 F 919.888.8448
 Engineering Branch Office
 212 S. Latta St.
 PO Box 1085
 P 919.888.8448
 F 919.888.8448

PATTERSON DRIVE SUBDIVISION

DEVELOPER:
 TRASK HOMES
 1000 W. Hargett Street
 Durham, NC 27705
 (919) 881-3714

DESIGN DRAWINGS - NOT RELEASED FOR CONSTRUCTION

ANNEXATION MAP

CD-10.0



VESTED RIGHTS

Vested Rights

The vested rights requested for this site are to remain under the current approval issued by Person County in 2007. The desire is for the layout of the site including the road layout, lot layout, and road cross-section to remain as shown on the previously approved plans. The desire is also to remain vested under the stormwater regulations that were in place at the time of the approval. These regulations limited the amount of impervious surface that could be built on each lot and did not require the construction of stormwater BMP's. Please find an approval letter from Person County in addition to email correspondence that confirms that the project remains valid.

May 9, 2007

Gary Jones
1023 S. Miami Blvd.
Durham, N.C. 27703

Dear Mr. Jones:

This is to advise you that the Person County Board of County Commissioners at their May 7, 2007 meeting approved your request for a Major Subdivision Concept Plan off Patterson Drive with the following conditions:

1. The roads are to be constructed to NCDOT standards. Road construction plans are to be submitted to and approved by NCDOT. Final road inspection to be approved by NCDOT. A copy of the approved road construction plans are to be submitted to the Planning Department. Subdivision entrance to be approved by NCDOT. Subdivision entrance to have one lane ingress and two lanes egress. Sight triangles will be needed at the entrance.
2. Road names to be presented to the County for approval into the road system.
3. A road maintenance agreement is to be prepared, then reviewed and approved by the County Attorney prior to approval of the final plat.
4. An Erosion and Sedimentation Control Plan to be submitted to NCDHNR, Division of Land Resources, Land Quality Section and a copy of the approved plan be submitted with the road construction plan.
5. All water features to have a fifty foot buffer.
6. Per the Neuse Regulations, the lots can only be 24 percent impervious.
7. All other requirements of the Person County Subdivision Ordinance as applicable.

It should be noted that this approval will expire twenty-four months from the date of approval unless the Planning Department has received an approved erosion and sedimentation plan and an approved road construction plan.

Sincerely,

Paula Murphy, Planning Director

cc: Steve Bailey



Preston Royster <proyster@cjtpa.com>

RE: Patterson Drive Subdivision

1 message

Lori Oakley <loakley@personcounty.net>
To: Preston Royster <proyster@cjtpa.com>

Wed, Feb 21, 2018 at 9:08 AM

Hi Preston –

I have been out of the office at a conference and today is my first day back. I just want to confirm that all you are getting from NCDOT is a new driveway permit. The actual roadway plans are still valid. I am asking because the roadway plans must remain valid in order for the subdivision to not lose its grandfathering status under our subdivision ordinance.

Thanks,

Lori

Lori Oakley, CZO

Planning Director

Person County Planning & Zoning Dept.

325 S. Morgan Street Suite B

Roxboro, NC 27573

office: 336.597.7423

fax: 336.322.6171

e-mail: loakley@personcounty.net

**PERSON COUNTY
GOVERNMENT**

From: Preston Royster [mailto:proyster@cjtpa.com]
Sent: Wednesday, February 21, 2018 8:52 AM
To: Lori Oakley
Subject: RE: Patterson Drive Subdivision

Lori,

I wanted to follow up on the email below. Have you had a chance to sign the driveway permit for this project? If so, could you return a copy to us? If you have any questions or need anything else, just let me know. Thanks.

Preston Royster, PE

Coulter Jewell Thames, PA

111 West Main Street

Durham, NC 27701

phone: 919-682-0368

mobile: 919-691-3244

fax: 919-688-5646

From: Preston Royster [mailto:proyster@cjtpa.com]
Sent: Wednesday, February 14, 2018 3:46 PM
To: 'Lori Oakley' <loakley@personcounty.net>
Subject: RE: Patterson Drive Subdivision

According to NCDOT, we need to apply for new permits as the currently approved permits reference old standards (2006 vs 2018). So, we need an updated driveway permit application to submit with the plans. The layout hasn't changed, and NCDOT said they didn't think any changes would be requested. Given this, could you sign the application? If you have any more questions or need anything else, just let me know. Thanks.

Preston Royster, PE

Coulter Jewell Thames, PA

111 West Main Street

Durham, NC 27701

phone: 919-682-0368

mobile: 919-691-3244

fax: 919-688-5646

From: Lori Oakley [mailto:loakley@personcounty.net]
Sent: Wednesday, February 14, 2018 1:30 PM
To: Preston Royster <proyster@cjtpe.com>
Subject: RE: Patterson Drive Subdivision

Hi Preston –

Just so I am clear – you are working on reviewing your driveway permit for the subdivision mentioned below; however your road plans that were approved by NCDOT still remain valid, correct?

Thanks,

Lori

Lori Oakley, CZO

Planning Director

Person County Planning & Zoning Dept.

325 S. Morgan Street Suite B

Roxboro, NC 27573

office: 336.597.7423

fax: 336.597.1799

e-mail: loakley@personcounty.net



**PERSON COUNTY
GOVERNMENT**

From: Preston Royster [mailto:proyster@cjtpe.com]
Sent: Tuesday, February 13, 2018 2:29 PM
To: Lori Oakley
Cc: Paula Murphy
Subject: Re: Patterson Drive Subdivision

Lori,

We're working on the Patterson Dr subdivision again. Given the time that has elapsed, we need to reapply for some of the permits with NCDOT. Given that, would it be possible for you or someone with the County to sign the attached driveway permit and return it to us? If you have any questions or need any additional information, just let us know. Thanks.

Preston Royster, PE

Coulter Jewell Thames, PA

111 West Main Street

Durham, NC 27701

phone: 919-682-0368

mobile: 919-691-3244

fax: 919-688-5646

On Tue, May 16, 2017 at 8:35 AM, Lori Oakley <loakley@personcounty.net> wrote:

Good morning Preston –

Yes, the project is grandfathered under the stormwater rules that were in effect at the time of approval. I believe the plans state that the maximum coverage for each lot is 24% impervious.

Please let me know if you have any additional questions.

Thanks,

Lori

LORI OAKLEY, CZO

Planning Director

Person County Planning & Zoning Dept.

325 S. Morgan St. Ste. B

Roxboro, NC 27573

office: 336.597.7423

fax: 336.597.1799

e-mail: loakley@personcounty.net

From: Preston Royster [mailto:proyster@cjtpa.com]
Sent: Monday, May 15, 2017 3:14 PM
To: Lori Oakley
Cc: Paula Murphy
Subject: RE: Patterson Drive Subdivision

Lori,

I hope you had a good weekend. When you get a chance, can let us know your thoughts? If you have any questions or need anything else, just let me know. Thanks.

Preston Royster, PE

Coulter Jewell Thames, PA

111 West Main Street

Durham, NC 27701

phone: 919-682-0368

mobile: 919-691-3244

fax: 919-688-5646

From: Preston Royster [mailto:proyster@cjtpa.com]
Sent: Wednesday, May 10, 2017 9:22 PM
To: 'Lori Oakley' <loakley@personcounty.net>
Cc: 'Paula Murphy' <pmurphy@personcounty.net>
Subject: RE: Patterson Drive Subdivision

Lori,

The NCDOT and NCDENR approvals are attached. Friday will be fine. If you have any questions or need anything else, just let me know. Thanks.

Preston Royster, PE

Coulter Jewell Thames, PA

4/13/2018

Coulter Jewell Thames PA Mail - RE: Patterson Drive Subdivision

111 West Main Street

Durham, NC 27701

phone: 919-682-0368

mobile: 919-691-3244

fax: 919-688-5646

From: Lori Oakley [mailto:loakley@personcounty.net]

Sent: Wednesday, May 10, 2017 3:22 PM

To: Preston Royster <proyster@cjtpa.com>

Cc: Paula Murphy <pmurphy@personcounty.net>

Subject: RE: Patterson Drive Subdivision

Hi Preston-

Would you mind sending me the approvals you mentioned below so I can review them? I am in interviews all day tomorrow but should be able to have an answer to you on Friday.

Thanks,

Lori

LORI OAKLEY, CZO

Planning Director

Person County Planning & Zoning Dept.

325 S. Morgan St. Ste. B

Roxboro, NC 27573

office: 336.597.7423

fax: 336.597.1799

e-mail: loakley@personcounty.net

From: Preston Royster [mailto:proyster@cjtpa.com]

Sent: Monday, May 08, 2017 9:43 PM

To: Lori Oakley

Cc: Paula Murphy

Subject: Patterson Drive Subdivision

Lori,

I've been discussing the Patterson Drive Subdivision from 2007 with Paula (she is copied on this email). The plans were submitted originally in 2006/07. The approval letter for this project is attached. In addition to approval by the County, we received approval for the subdivision roads and widening on Patterson Dr was approved by NCDOT, and the erosion control plans were approved by NCDENR. Given this, is this approval still valid? Also, is the project "grandfathered" under the stormwater rules that were in place at the time? If you have any questions or need more information, just let me know. Thanks for the help.

Preston Royster, PE

Coulter Jewell Thames, PA

111 West Main Street

Durham, NC 27701

phone: 919-682-0368

mobile: 919-691-3244

fax: 919-688-5646



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS

MICHAEL F. EASLEY
GOVERNOR

LYNDO TIPPETT
SECRETARY

November 20, 2007

To: Steven P. Bailey, P.E.
Coulter Jewell Thames P.A.
111 West Main Street
Durham, NC 27701

**Re: Patterson Drive Subdivision
Person County**

Dear Mr. Bailey,

This is to advise that The Department of Transportation, using the latest "Subdivision Roads Minimum Construction Standards" manual, has reviewed plans for the above subject Subdivision.

The above referenced plans dated **October 19, 2007** and received on **October 26, 2007** are approved. The roads or streets should be constructed in accordance with the following special provisions when they apply.

1. Dead end streets and cul-de-sacs less than 0.20 mile in length having a dedicated right-of-way recorded or that have a preliminary approval from a county planning board dated after September 30, 1975, must serve at least four occupied homes having a driveway entering onto the street before subject road can be added to the Division of Highways secondary road system.
2. The County Maintenance Engineer shall be contacted prior to grading and drainage installation.
3. It is the responsibility of the owner/developer to provide verification certifying that the pavement structure satisfies the approved design. The certification must include core locations, subgrade, base and pavement density, and base and pavement thickness by type. If results satisfy requirements, a letter of approval will be issued. However, if approval is not granted, requirements for compliance will be given. A certified report signed by a professional engineer is required.

4. The Division of Highways shall approve all utilities prior to installations in accordance with G.S.136-102.6(e). The statute reads in part, "No person or firm shall place or erect any utility in, over, or upon the existing or proposed right-of-way of any street in a subdivision to which this section applies, except in accordance with the Division of Highway's policies, until the Division of Highways has given written approval of the location of such utilities. The right of any utility placed or located on a proposed or existing subdivision or public street right-of-way shall be subordinate to the street right-of-way, and the utility shall be subject to regulation by the Department of Transportation. Utilities are defined as electric power, telephone, television, telegraph, water, sewage, gas, oil, petroleum products, steam, chemicals, drainage, irrigation and similar lines. Any utility installed in a subdivision street not in accordance with the Division of Highways accommodation policy, and without prior approval by the Division of Highways, shall be removed or relocated at no expense to the Division of Highways." Utility poles shall be located a minimum of 6' behind the curb and gutter or 1' inside the right-of-way. Fire hydrants shall be located a minimum of 6' behind the curb and gutter or 1' inside of the right-of-way.
5. It is the responsibility of the developer to conform to the regulations of local governmental agencies with regards to drainage and flood zone ordinances in addition to those of the Division of Highways. This review does not imply conformity to local government regulations nor constitute an approval of such.
6. In areas where ditch grades or quantities of flow deem it impracticable to establish and maintain vegetation, an erosion resistant lining such as paving or rock rip rap may be required.
7. Please be aware that only North Carolina Department of Transportation approved structures are to be constructed on public rights-of-way. All drainage structures placed on the right-of-way shall meet specifications of Highway Design Branch Roadway Standard Drawings.
8. Pursuant to this approval, plats along with a required blue line copy should be submitted for certification of the design prior to recordation. Once recorded, copies of the plats are to be submitted to this office.
9. All erosion control devices and measures shall be constructed, installed, maintained, and removed in accordance with all applicable federal, state, and local laws, regulations, ordinances, and policies. All earth area shall be regraded and seeded in accordance with NCDOT standards and specifications.
10. The N.C. Department of Transportation County Maintenance Engineer shall inspect all residential driveway pipes installed. Driveway pipes shall be a minimum 15" in diameter and must adhere to a minimum of 8" of cover for RCP and 12" of cover for double wall plastic pipe.

11. Desirable driveway grades shall conform to NCDOT Standard Drawings 848.02 and 848.03. It should be noted that the maximum driveway grades of the applicable drawings shall not be used without the approval of the District Engineer.
12. Prior to commencement of construction activities the District Engineer's office must receive a Professional Engineer's signed and sealed copy of the "Verification of Compliance with Environmental Regulations" sheet. Upon receipt, the final subdivision design plan and profile sheets will be stamped approved for construction.
13. This letter does not constitute approval of any proposed improvements within the existing state thoroughfare system and exclusive of project boundaries. Such approval will be based upon meeting the provisional requirements contained in the driveway permit and/or encroachment agreement.

In accordance with G.S.136-102.2, the North Carolina Department of Transportation does not add roads to its system unless certain requirements are met. An explanation of these requirements can be found on pages 13, 14, and 15 of the current (January, 2000) North Carolina Department of Transportation Subdivision Roads Manual.

Should you have any questions, please contact this office at (919) 220-4750.

Sincerely,



Michelle R. F. Gray
Assistant District Engineer

Attachment

MRFG/pmc

cc: Anthony "Skeeter" Talley
Person County Maintenance Engineer

Project Description: _____ County: _____ Date: _____

Hot Mix Asphalt Supplier:

(Must be NCDOT Certified Plant)

Provision under which the Asphalt Mixture will be tested

- Maintenance Version Plant 1: _____ Cert.# _____
- 2002 Specification as revised Plant 2: _____ Cert.# _____
by current Project Special Provision Plant 3: _____ Cert.# _____

Superpave Mix Types	NCDOT Approved Job Mix Formula Number(s)		
	Plant 1	Plant 2	Plant 3

Company and Individual(s) performing Asphalt Mix Testing: _____
 (Minimum Requirement is QMS Level I Plant Certification)

_____ QMS Cert.# _____

_____ QMS Cert.# _____

_____ QMS Cert.# _____

_____ QMS Cert.# _____

Company Performing Asphalt Placement:

Company and Individual(s) performing Asphalt Density Testing: _____

(QMS Level I Plant Technician and/or QMS Nuclear Gauge Operator)

_____ QMS Cert.# _____

_____ QMS Cert.# _____

_____ QMS Cert.# _____

_____ QMS Cert.# _____

Proposed Type of Density Control Nuclear Core

QMS Certified Roadway Technician(s)
 (Must be present during all laydown operations)

_____ QMS Cert.# _____

_____ QMS Cert.# _____

_____ QMS Cert.# _____

Individual Certifying Pavement Conformance with NCDOT Specifications and Typical Sections detailed on the approved plans:

(NCDOT Certified QMS Level II Plant Technician or NC Registered Civil Engineer with expertise in asphalt testing and laydown procedures)

Individual: _____ QMS Cert.# or NC PE# _____

Company: _____

Phone Number: _____

Comments: _____

Anticipated Asphalt Placement Date: _____

District Engineer is to copy the Division QA Lab and all parties listed above

Certification of Pavement Conformance

I, _____, certify that the Hot Mix Asphalt placed on the _____ project is in accordance with the North Carolina Department of Transportation Specifications.

In signing above I certify that the asphalt mixture has been tested in accordance with either Article 609 of the 2002 Standard Specifications for Roads and Structures with current revisions or in accordance with the Quality Management System for Asphalt Pavements (Maintenance Version) dated March 2004. I certify that the asphalt mixture was placed in accordance with Article 610 of the 2002 Standard Specifications for Roads and Structures as modified by the Maintenance Provision dated March 2004. Further, I certify that the pavement structure was constructed to the depth, width and cross-section detailed on the Approved Plans. Any exceptions to the above Specifications or Approved Drawings have been previously addressed with the NCDOT Project Engineer and are explicitly detailed in an attached document.

Witness my original signature, and license or certification number, this the _____ day of

(month)

(year)

North Carolina Registered Professional Engineer or
QMS Level II Plant Technician or

License or Certification Number

Disclaimers:

This certification is based upon the attached test data and measurements and is not testimony to the workmanship of the asphalt pavement which is the sole responsibility of the company performing such work. The above signature shall not in any manner transfer to the signatory or waive such responsibility until the above project or portion thereof is accepted onto the state-maintenance system.

This certification is based upon the attached test data being accurate and authentic. Assurance of accuracy and authenticity rests with the individuals performing the tests and the companies they represent.

Attachments:

Asphalt Mixture Testing

Confirmation of testing performed at Department Certified Lab

Approved job-mix-formula number for each asphalt mixture utilized

Field verification test results with Superpave Gyratory Compactor (SGC) printouts for each asphalt mix design utilized

QC-1 form for each production day

QA/QC-1 form with binder content printout for each mixture sample tested

Density Testing

M&T 605 form for each production day

QC-5 form for each day when core samples are obtained

QA/QC-5 form for each day when core samples are obtained

Most recent nuclear gauge calibration- if applicable

M&T 514 QA/QC form for each nuclear control strip

M&T 516 QC form for each day nuclear density testing is performed

PATTERSON DRIVE SUBDIVISION

PERSON COUNTY, NC

WATER, SEWER, STREET, AND EROSION CONTROL DRAWINGS

SHEET INDEX

- CD-10 COVER SHEET
- CD-4.0 EROSION CONTROL PLAN
- CD-5.0 UTILITY PLAN
- CD-5.1 STREET A PLAN-PROFILE
- CD-5.2 STREET A PLAN-PROFILE
- CD-5.3 STREET B PLAN-PROFILE
- CD-5.4 EXISTING SEWER PLAN-PROFILE
- CD-5.5 SS OUTFALL #1 PLAN-PROFILE
- CD-5.6 SS OUTFALL #2 PLAN-PROFILE
- CD-5.7 PATTERSON DRIVE LEFT TURN LANE SIGNAGE AND PAVEMENT MARKING PLAN
- CD-8.0 DETAILS
- CD-8.1 DETAILS
- CD-8.2 DETAILS



OVERALL PROJECT



VICINITY MAP
NOT TO SCALE

SURVEY PROVIDED BY
 SURVEYING ASSOCIATES
 212 SOUTH LAMAR STREET
 ROMEBO, NC 27573



Main Office
 1011 Main Street
 Durham, N.C. 27701
 P 919.882.0368
 F 919.882.0566

Engineering Branch Office
 242 S. Lamar St.
 Raleigh, NC 27603
 P 336.330.0368
 F 336.336.3019



Project
 PATTERSON
 DRIVE
 SUBDIVISION

OWNER:
 GARY JONES
 AND
 JILL GILLES
 1425 SOUTH LAMAR BLVD.
 DURHAM, NC 27703

NO. 1000000 10/27

DESIGN DRAWING
 NOT RELEASED FOR
 CONSTRUCTION

Project No.
 COVER SHEET

Sheet Number
 CD-1.0





111 Main Street
Durham, N.C. 27701
P 919.882.0388
F 919.886.5646

Engineering Branch Office
225 S. Lamar St.
Raleigh, NC 27673
P 336.330.0388
F 336.885.0318



PATERSON
DRAIVE
SUBDIVISION

DWNER:
GARY JONES
AND
JILL GILLES
2100 GILLES DRIVE, SUITE
2100, DURHAM, NC 27703

DATE: 10/15/14
DRAWN BY: J. GIBSON
CHECKED BY: J. GIBSON
REVISIONS:

DESIGN DRAWING -
NOT RELEASED FOR
CONSTRUCTION

EROSION
CONTROL
PLAN

CD-4.0



TOTAL DISTURBED AREA = 9.5 ACRES

CD-4.0 EROSION CONTROL PLAN



Main Office
 1100 S. Street
 Durham, N.C. 27701
 P 919 682 8368
 F 919 688 5668

Engineering Branch Office
 1172 S. Lamar St.
 Raleigh, NC 27601
 P 336-536-0508
 F 336-598-3819



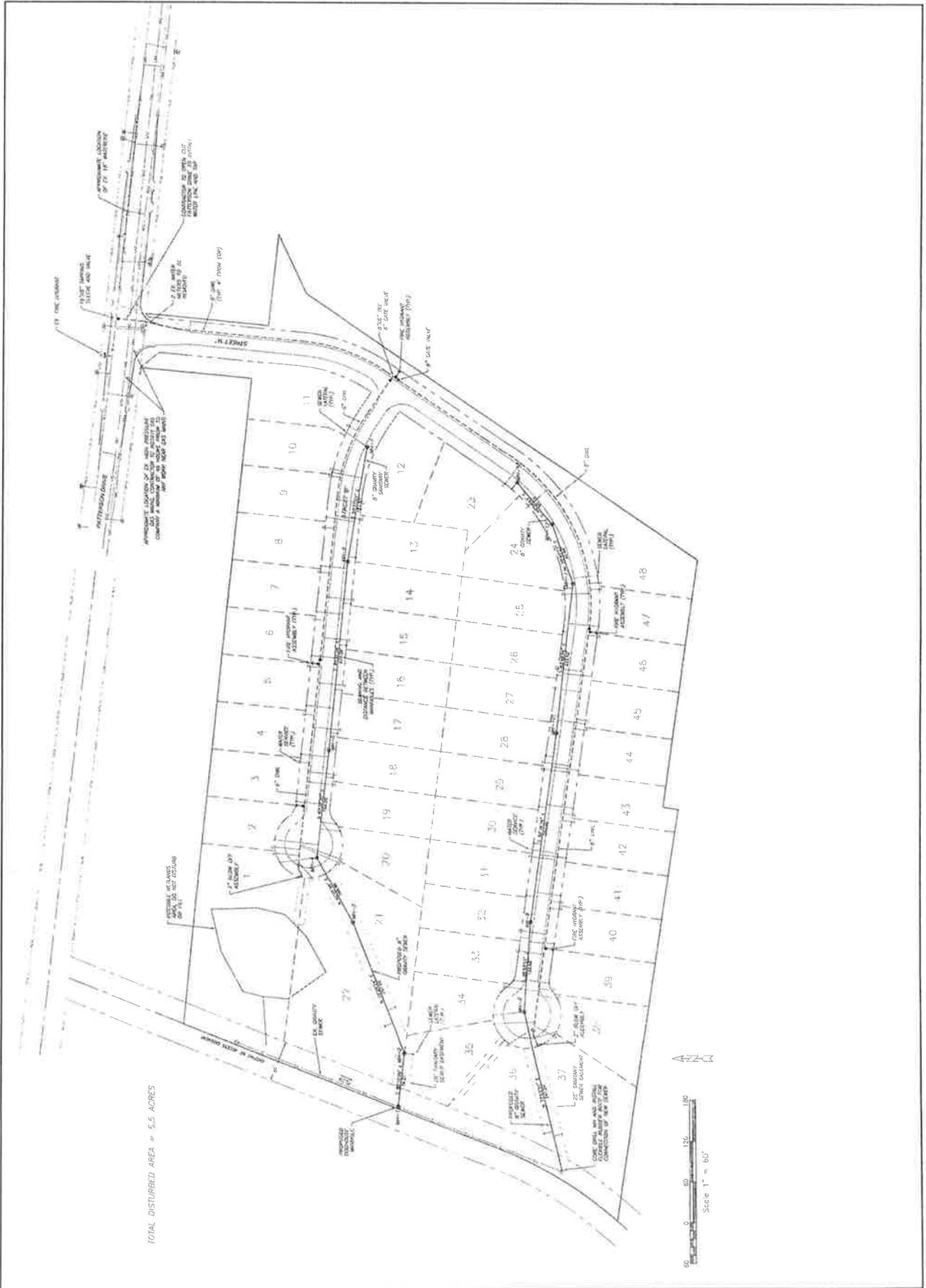
Project
**PATTERSON
 DRIVE
 SUBDIVISION**

OWNER:
 GARY JONES
 AND
 JUEL DILLIS
 1023 SOUTH MAIN BLVD
 DURHAM, NC 27703

DESIGN DRAWINGS
 NOT RELEASED FOR
 CONSTRUCTION

UTILITY
 PLAN

CD-5.0



TOTAL DISTURBED AREA = 5.5 ACRES



Main Office
1000 West Street
Durham, N.C. 27701
P 919.882.0268
F 919.888.5068

Engineering Branch Office
275 S. Lamar St.
Durham, N.C. 27703
P 919.882.0268
F 919.888.5068



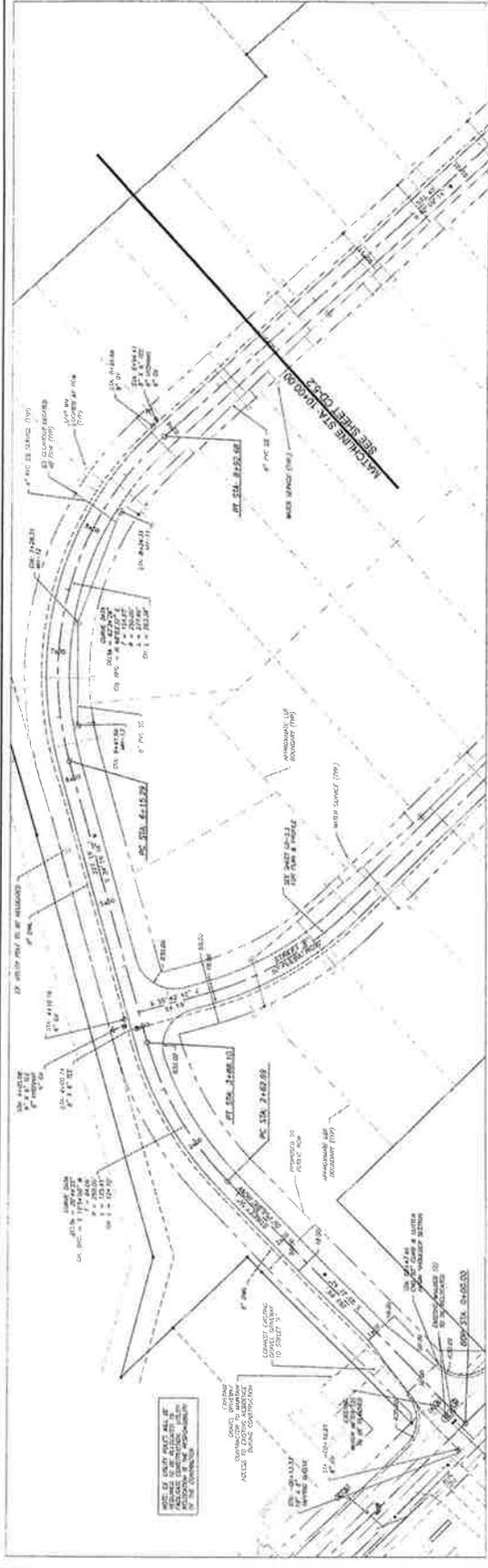
Project
PATTERSON
SUBDIVISION

OWNER
GARY JONES
AND
JILL GILES
3000 W. 100th Blvd.
Durham, NC 27713

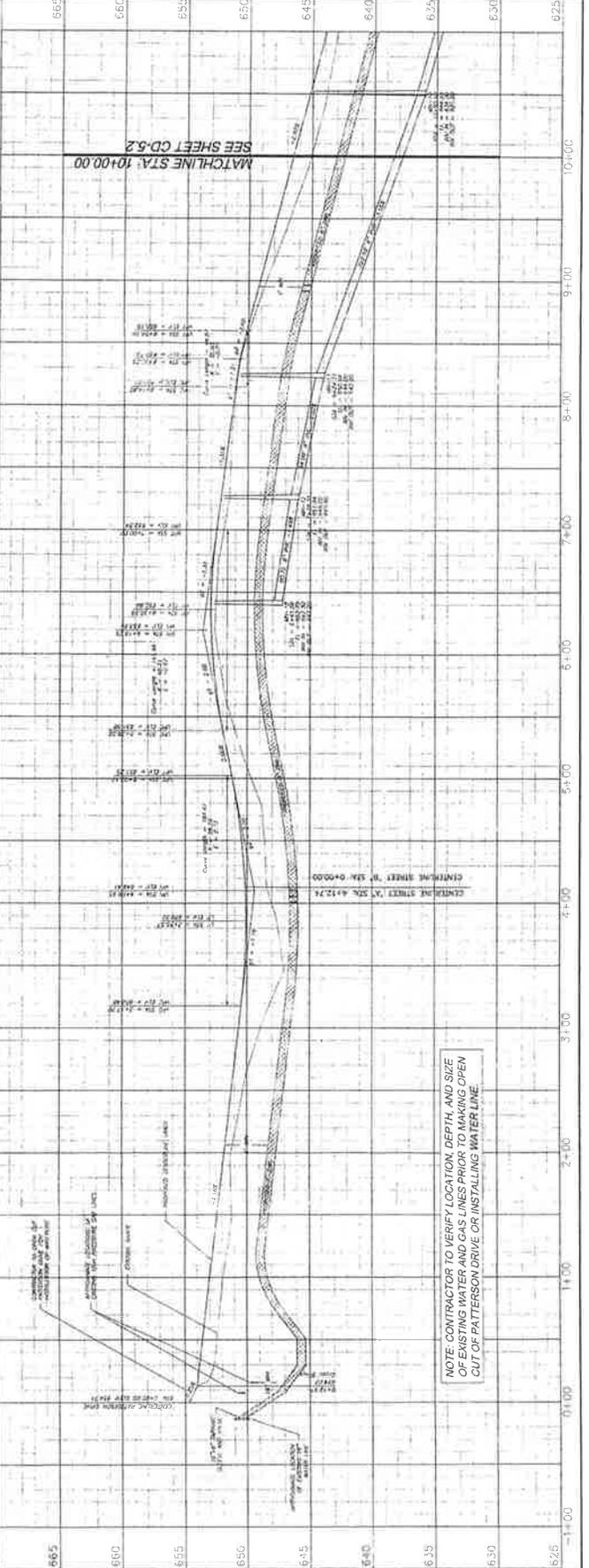
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CONSTRUCTION

PLAN & PROFILE
STREET "A"
SEE PROFILE SHEET CD-5.1

CD-5.1



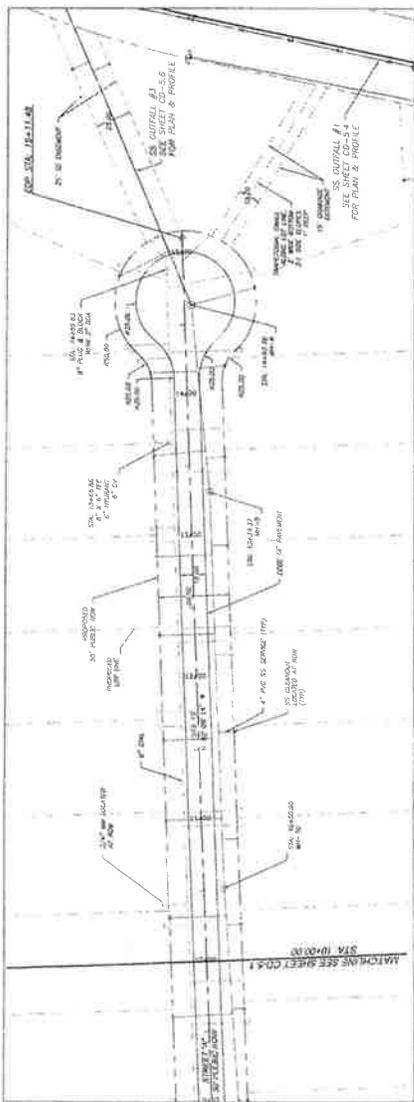
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(LOCAL RESIDENTIAL SUBDIVISION ROAD)



NOTE: CONTRACTOR TO VERIFY LOCATION, DEPTH, AND SIZE OF EXISTING WATER AND GAS LINES PRIOR TO MAKING OPEN CUT OF PATTERSON DRIVE OR INSTALLING WATER LINE.

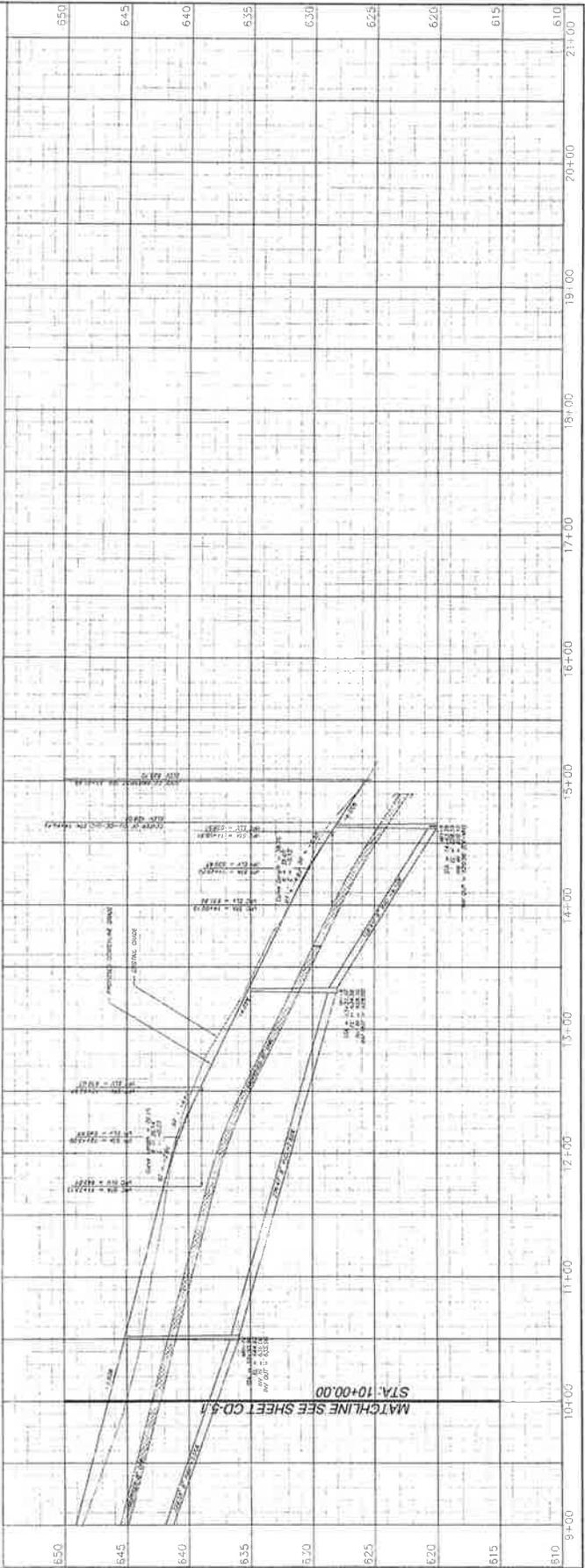
- 1. CONTRACTOR TO FIELD VERIFY ALL EXISTING UTILITY LOCATIONS AND DEPTHS PRIOR TO CONSTRUCTION.
- 2. ALL UTILITIES WORK SHALL BE COMPLETED PRIOR TO ANY PAVEMENT WORK.
- 3. ALL UTILITIES SHALL BE PROTECTED BY APPROVED METHODS.
- 4. ALL UTILITIES SHALL BE PROTECTED BY APPROVED METHODS.
- 5. ALL UTILITIES SHALL BE PROTECTED BY APPROVED METHODS.
- 6. ALL UTILITIES SHALL BE PROTECTED BY APPROVED METHODS.
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- 9. ALL UTILITIES SHALL BE PROTECTED BY APPROVED METHODS.
- 10. ALL UTILITIES SHALL BE PROTECTED BY APPROVED METHODS.

UTILITY NOTES



STREET "A" (PUBLIC) STA: 10+00.00 TO STA: 15+11.48

(LOCAL RESIDENTIAL SUBDIVISION ROAD)



Coulter Jewell Thomas, Inc.
 Main Office
 1111 Wakefield Street
 Durham, N.C. 27701
 P 919.852.0588
 F 919.852.0545

Engineering Branch Office
 402 S. Lamar St.
 Raleigh, NC 27673
 P 336.336.4388
 F 336.336.5019



PATTERSON DRIVE SUBDIVISION

OWNER:
 GARY JONES
 AND
 GAIL GULLS
 1505 SOUTH LAMAR BLVD.
 DURHAM, NC 27703

DESIGN DRAWINGS:
 NOT RELEASED FOR
 CONSTRUCTION

**PLAN & PROFILE
 STREET "A"**
 STA: 10+00.00 TO STA: 15+11.48

CD-5.2



Coulter Jewell Tharrelle, Inc.
 Main Office
 110 S. Lamar St.
 Durham, N.C. 27701
 P. 919.682.0385
 F. 919.688.5866

Engineering Branch Office
 110 S. Lamar St.
 Raleigh, N.C. 27673
 P. 336.330.6086
 F. 336.599.3919



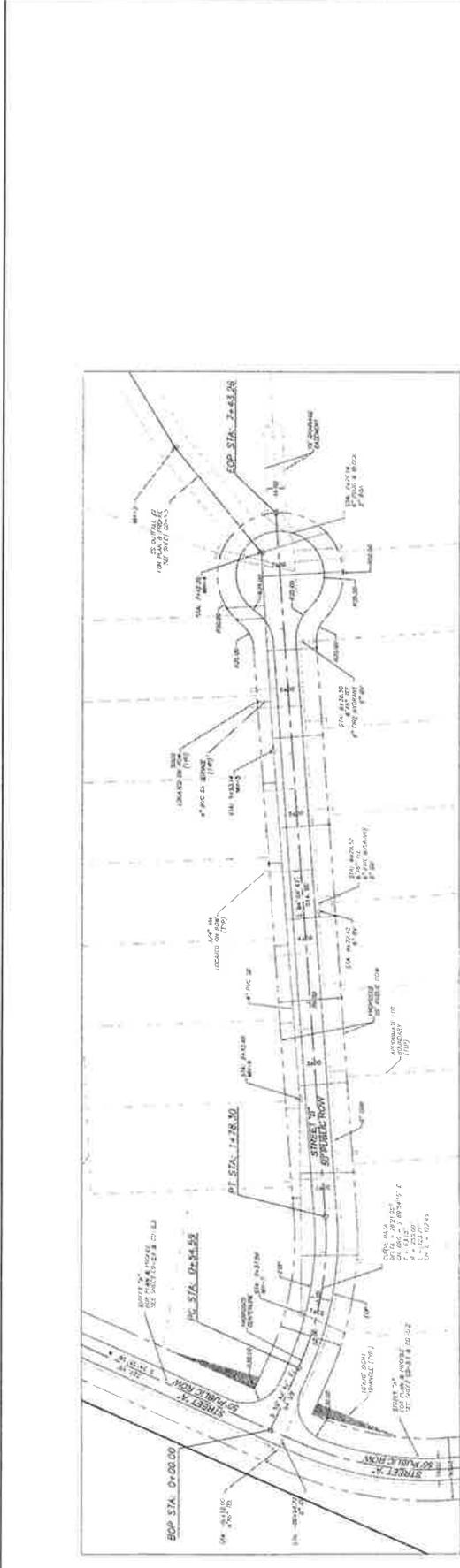
Project
**PATTERSON
 PARK
 SUBDIVISION**

OWNER:
 GARY JONES
 JAC. GELLS
 DURHAM, NC 27703

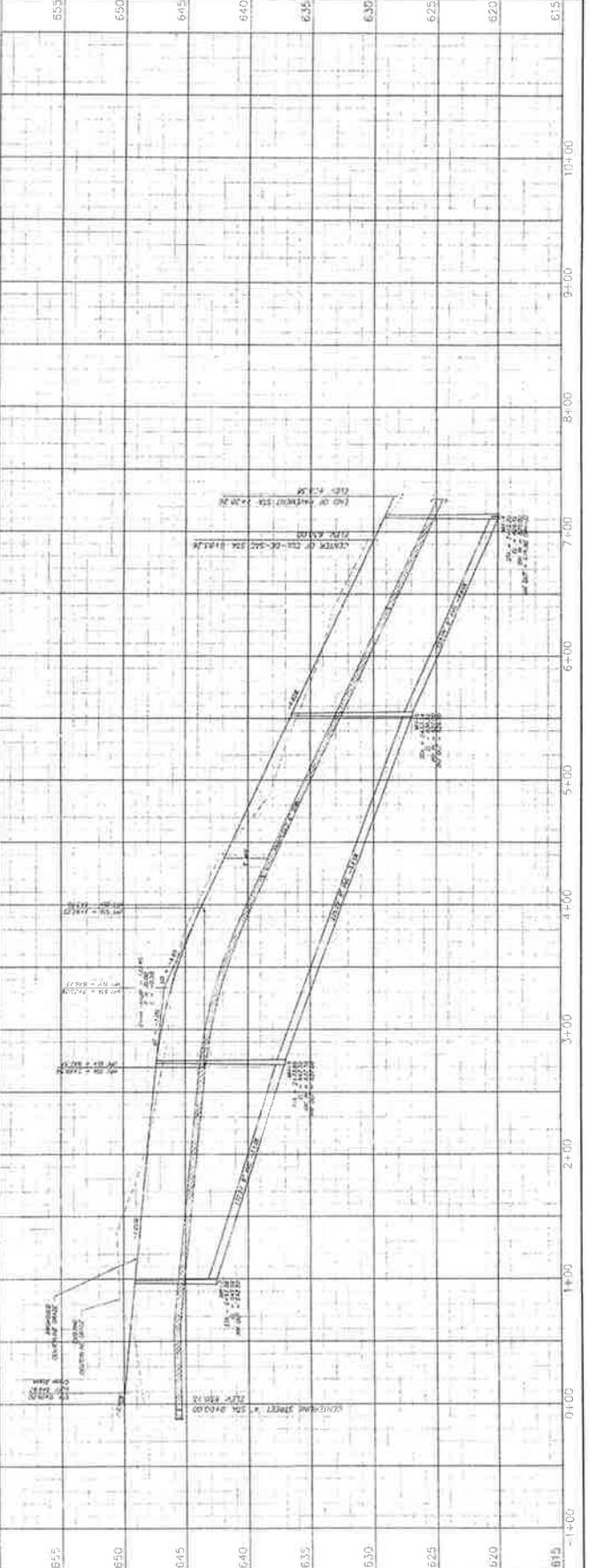
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 NOT RELEASED FOR
 CONSTRUCTION

Drawn By
**PLAN & PROFILE
 STREET "B"**
 STA. 0+00.00 TO STA. 7+43.26

Sheet Number
CD-5.3



STREET "B" (PUBLIC) STA: 0+00.00 TO STA: 7+43.26
 (LOCAL RESIDENTIAL SUBDIVISION ROAD)





111 West Main Street
Durham, N.C. 27701
P 919.662.0388
F 919.662.0549

Engineering Branch Office
1000 S. Main St.
Raleigh, NC 27603
P 252.330.0048
F 252.330.0015



OWNER:
GARY JONES
JOEL DILLIS
1033 SOUTH MAIN BLDG.
DURHAM, NC 27703

DESIGN DRAWING:
NOT RELEASED FOR
CONSTRUCTION

PROJECT NO. 1002

DATE: 07/20/18

SCALE: 1" = 40' HORIZ.

SCALE: 1" = 4' VERT.

PROJECT: 1002

DATE: 07/20/18

SCALE: 1" = 40' HORIZ.

SCALE: 1" = 4' VERT.

PROJECT: 1002

DATE: 07/20/18

SCALE: 1" = 40' HORIZ.

SCALE: 1" = 4' VERT.

PROJECT: 1002

DATE: 07/20/18

SCALE: 1" = 40' HORIZ.

SCALE: 1" = 4' VERT.

PROJECT: 1002

DATE: 07/20/18

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PROJECT: 1002

DATE: 07/20/18

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PROJECT: 1002

DATE: 07/20/18

SCALE: 1" = 40' HORIZ.

SCALE: 1" = 4' VERT.

PROJECT: 1002

DATE: 07/20/18

SCALE: 1" = 40' HORIZ.

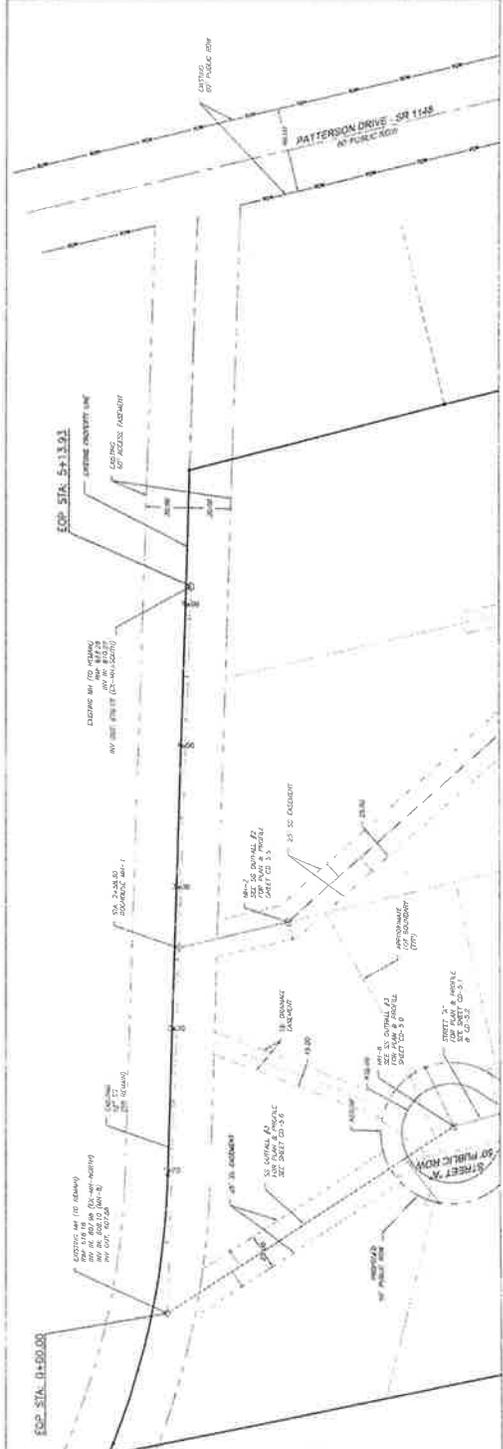
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PROJECT: 1002

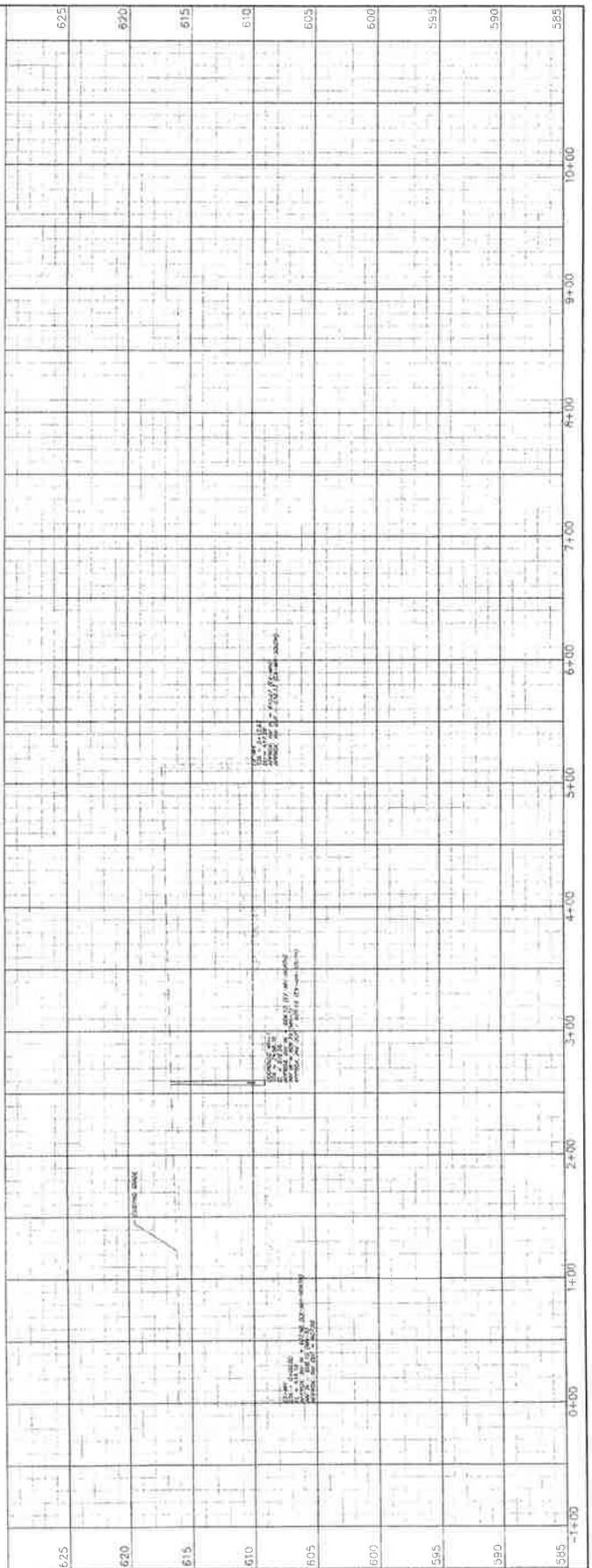
DATE: 07/20/18

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SCALE: 1" = 4' VERT.



EXISTING SANITARY SEWER (PUBLIC) STA: 0+00.00 TO STA: 5+13.93



CD-5.4



Main Office
 111 West Main Street
 Durham, N.C. 27701
 P 919.832.0568
 F 919.832.0566



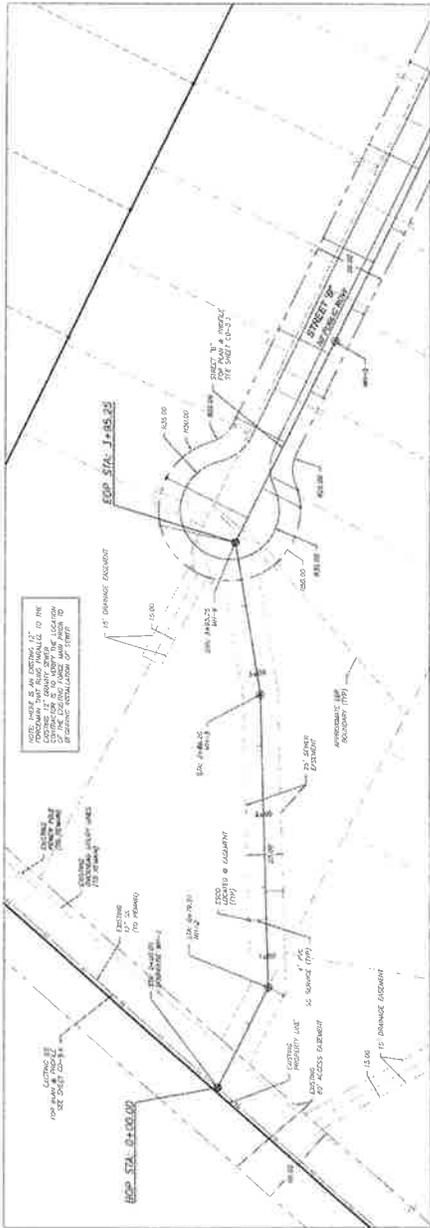
Project
**PATTERSON
 DRIVE
 SUBDIVISION**

OWNER
 GARY JONES
 2501 GULLS
 1003 SOUTH HARRIS BLVD
 DURHAM, NC 27703

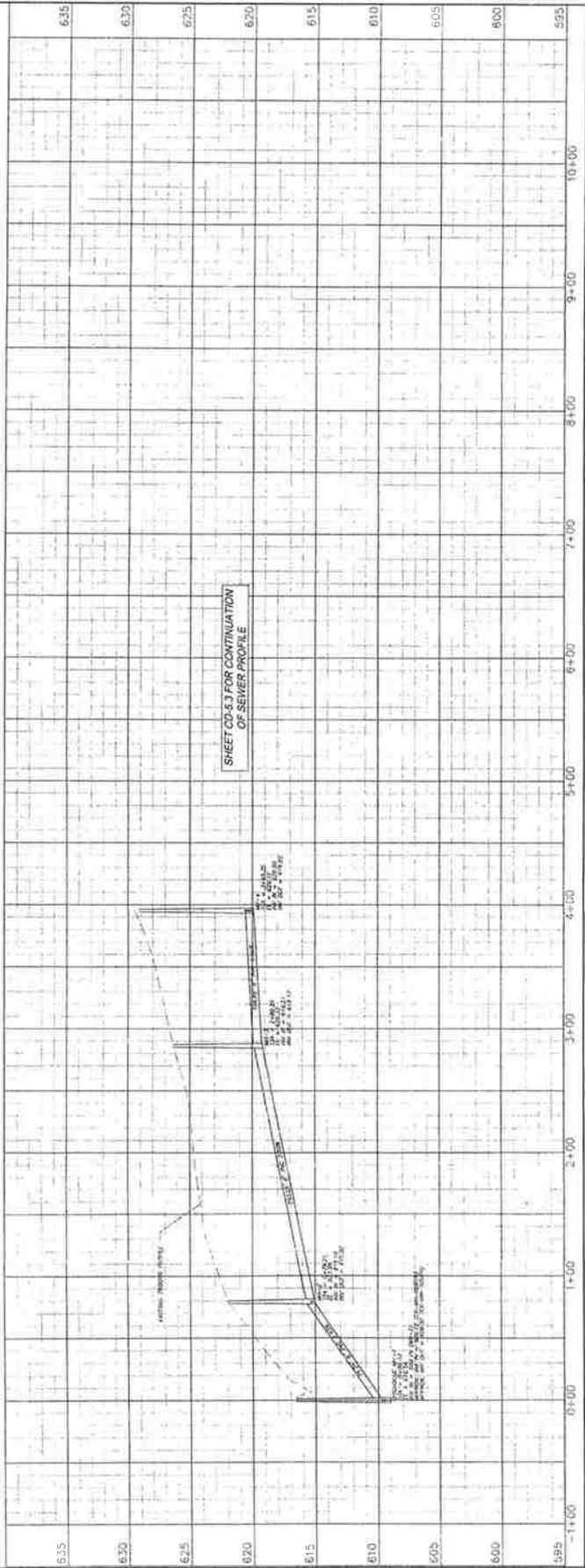
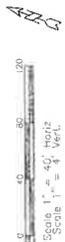
DESIGNER
 COUTLER JEWELL THAMES
 111 WEST MAIN STREET
 DURHAM, NC 27701
 P 919.832.0568
 F 919.832.0566

Title
**PLAN & PROFILE
 SS OUTFALL #1**
 STA 0+00.00 TO STA 10+00.00

Sheet Number
CD-5.5



SANITARY SEWER OUTFALL #1 (PUBLIC) STA: 0+00.00 TO STA: 3+95.25





Main Office
1111 Main Street
Durham, N.C. 27701
p 919.682.0268
f 919.682.1546

Engineering Branch Office
275 S. Lamar St.
Durham, N.C. 27703
p 919.682.0268
f 919.682.0268



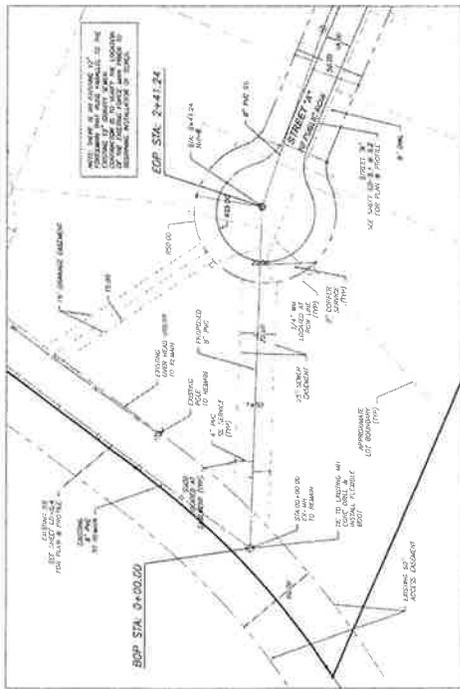
Project
PATTERSON
DRIVE
SUBDIVISION

OWNER:
GARY JONES
JOEL GILLIS
1033 SOUTH MAIN BLVD
DURHAM, NC 27703

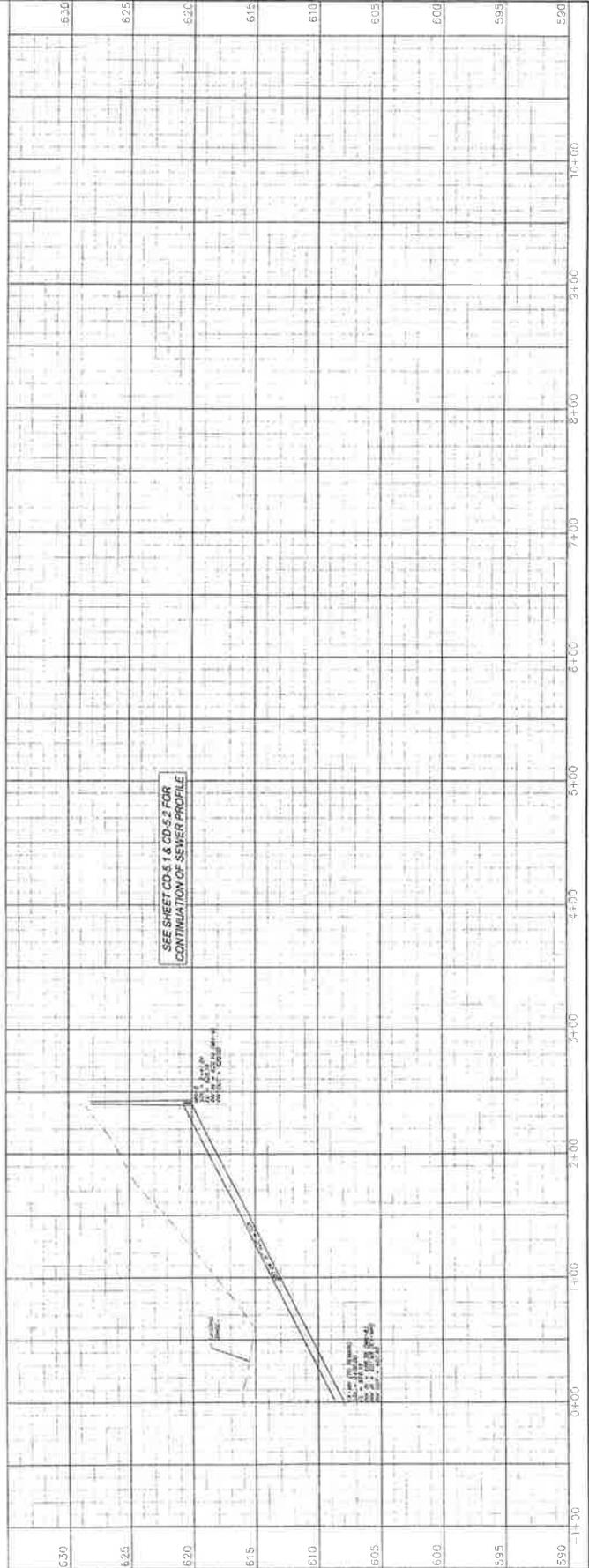
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NOT RELEASED FOR
CONSTRUCTION

Project No.
**PLAN & PROFILE
SS OUTFALL #2**
STA. 0+00.00 - STA. 2+41.24

Sheet Number
CD-5.6



SANITARY SEWER OUTFALL #2 (PUBLIC) STA: 0+00.00 TO STA: 2+41.24





Main Office
 Coulter Jewell Therne
 125 S. Lamar St.
 Durham, NC 27701
 P 919.882.0388
 F 919.882.0346

Engineering Branch Office
 125 S. Lamar St.
 Raleigh, NC 27673
 P 336.530.0388
 F 336.539.3019



Project:
 PATTERSON
 SUBDIVISION

OWNER:
 GARY JONES
 AND
 BILLY
 LEE'S STORE, INC.
 DURHAM, NC 27703

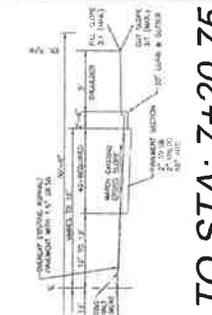
Scale:
 1" = 40' Horiz.
 1" = 4' Vert.

DESIGN DAMAGES:
 NOT RELEASED FOR
 CONSTRUCTION

Plan & Profile
 PATTERSON DR
 LEFT TURN
 STA. PUBLISHED 7/9

Sheet Number
 CD-5.7

1. ALL WATER/SEWER CONNECTIONS SHALL COMPLY TO THE LATEST CITY AND TOWNS STANDARDS.
2. ALL WATER LINES SHALL HAVE A MINIMUM OF 3" COVER.
3. SEE SHEET CD-5.8 FOR UTILITY REMEDIATION NOTES.
4. POWER, TELEPHONE, CABLE, GAS AND OTHER UTILITIES SHALL BE LOCATED AS SHOWN ON THE RECORD PLANS. NECESSARY ADJUSTMENTS TO BE COORDINATED WITH THE APPROPRIATE AGENCIES.
5. WATER AND SEWER SERVICES ARE TO BE PROVIDED IN ACCORDANCE WITH RECORD STANDARDS.
6. ALL UTILITIES SHALL BE PROTECTED BY 18" CONCRETE OR METAL PIPE WITH 18" SAND AND 18" GRANULAR FILL. ALL UTILITIES SHALL BE PROTECTED BY 18" CONCRETE OR METAL PIPE WITH 18" SAND AND 18" GRANULAR FILL. ALL UTILITIES SHALL BE PROTECTED BY 18" CONCRETE OR METAL PIPE WITH 18" SAND AND 18" GRANULAR FILL.
7. CONTRACTOR SHALL MAKE ALL UNDERGROUND UTILITIES LOCATED PRIOR TO CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES.
8. PRIOR TO APPROVE OPEN & BATTER GRADES OR STRUCTURES PRIOR TO CONSTRUCTION, CONTRACTOR SHALL SUBMIT ALL GRADES AND STRUCTURES TO THE CITY ENGINEER FOR APPROVAL.
9. ADJUST ALL MANHOLE RIMS, WALK PLACES, RISE INDICATORS, AND FINISH GRADES AS NECESSARY.
10. REPAIR ALL DAMAGED AREAS TO EXISTING OR BETTER CONDITION PRIOR TO CONSTRUCTION.
11. CONTRACTOR TO BE RESPONSIBLE FOR COORDINATING WITH ALL AGENCIES NEAR THE PROJECT CORRIDOR.



PATTERSON DRIVE SR 1148 - LEFT TURN LANE STA: 0+00.00 TO STA: 7+20.75

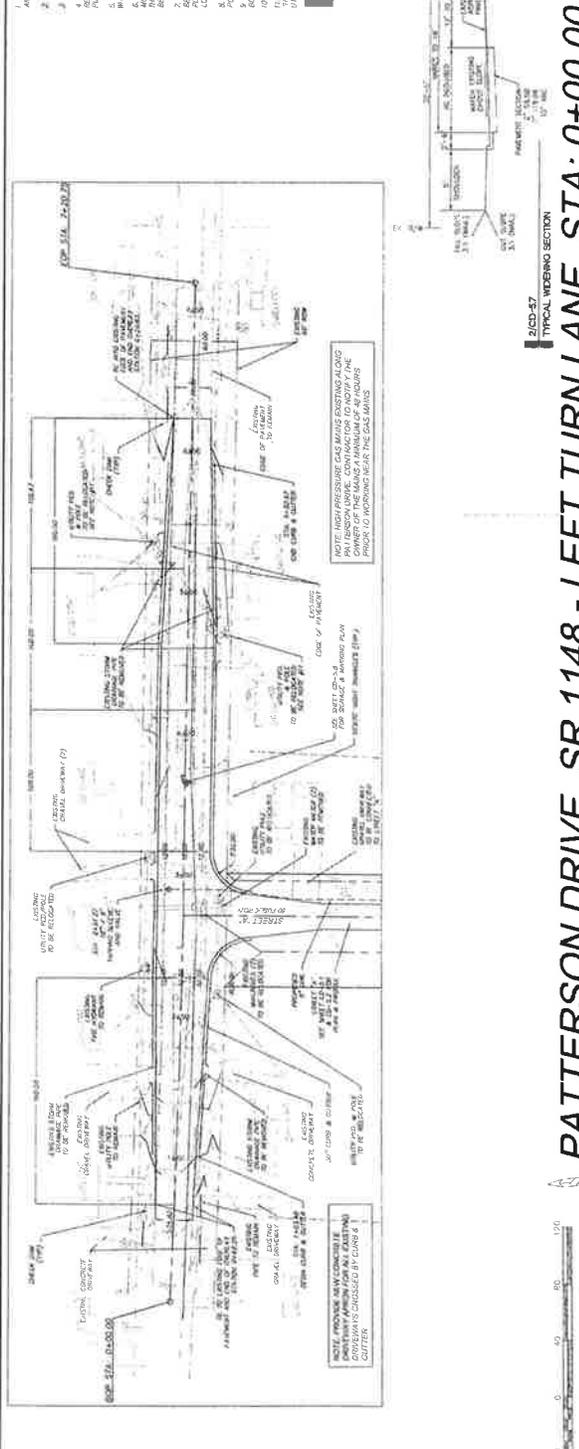
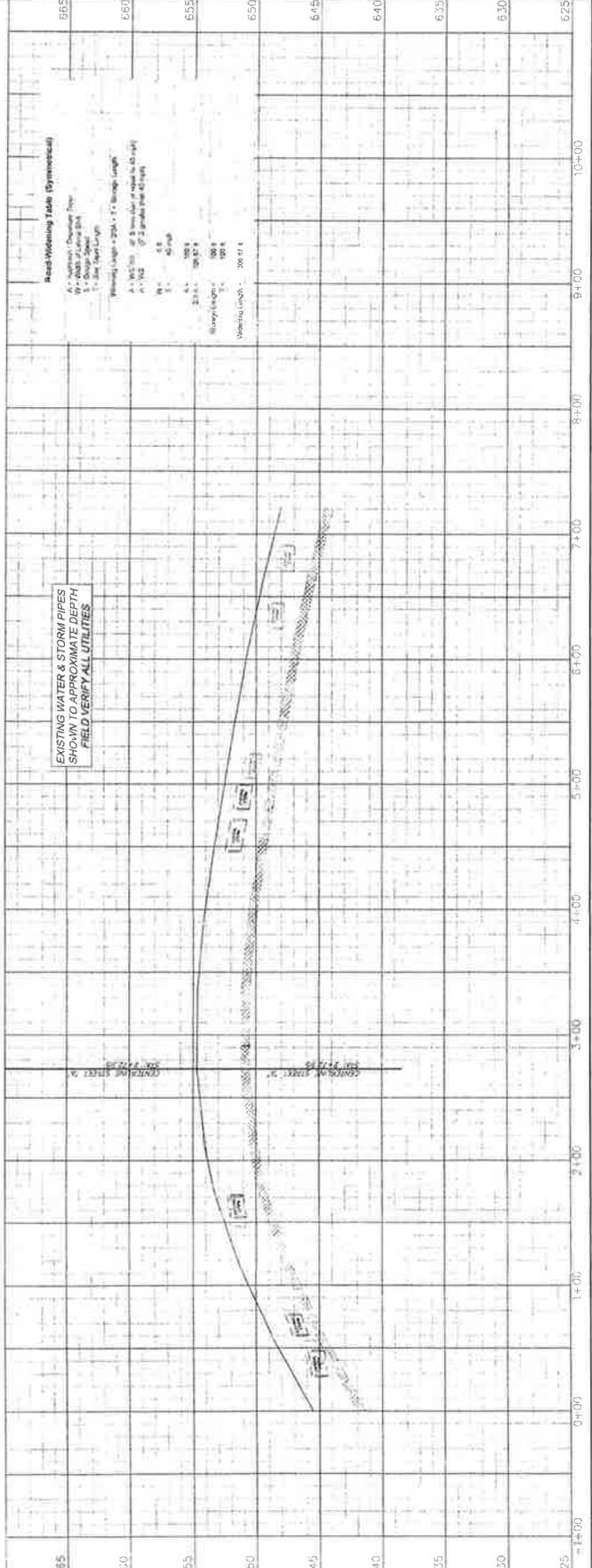


FIG. CD-5.7 TYPICAL WEIRING SECTION





Coulter Jewell Thayer Inc.
 Main Office
 211 West 11th Street
 Raleigh, NC 27601
 P 919.842.2342
 F 919.842.2444

Engineering Branch Office
 312 S. Lerner St.
 Raleigh, NC 27673
 P 336.330.0368
 F 336.330.0319



Project
PATTERSON DRIVE SUBDIVISION

OWNER:
 BARRY JONES
 AND
 JOEL GILLES
 1500 SOUTH MAIN BLVD
 SUITE 200
 DURHAM, NC 27705

Scale
 1" = 40'
 1/4" = 10'
 1/8" = 5'

DESIGN DRAWINGS
 NOT RELEASED FOR
 CONSTRUCTION

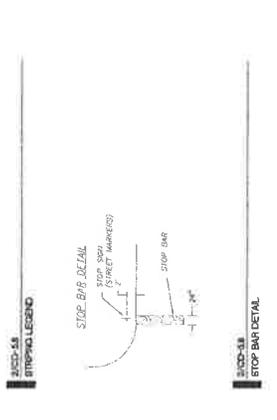
Sheet Title
SIGNAGE & PAVEMENT MARKING PLAN

Project Number
CD-5.8

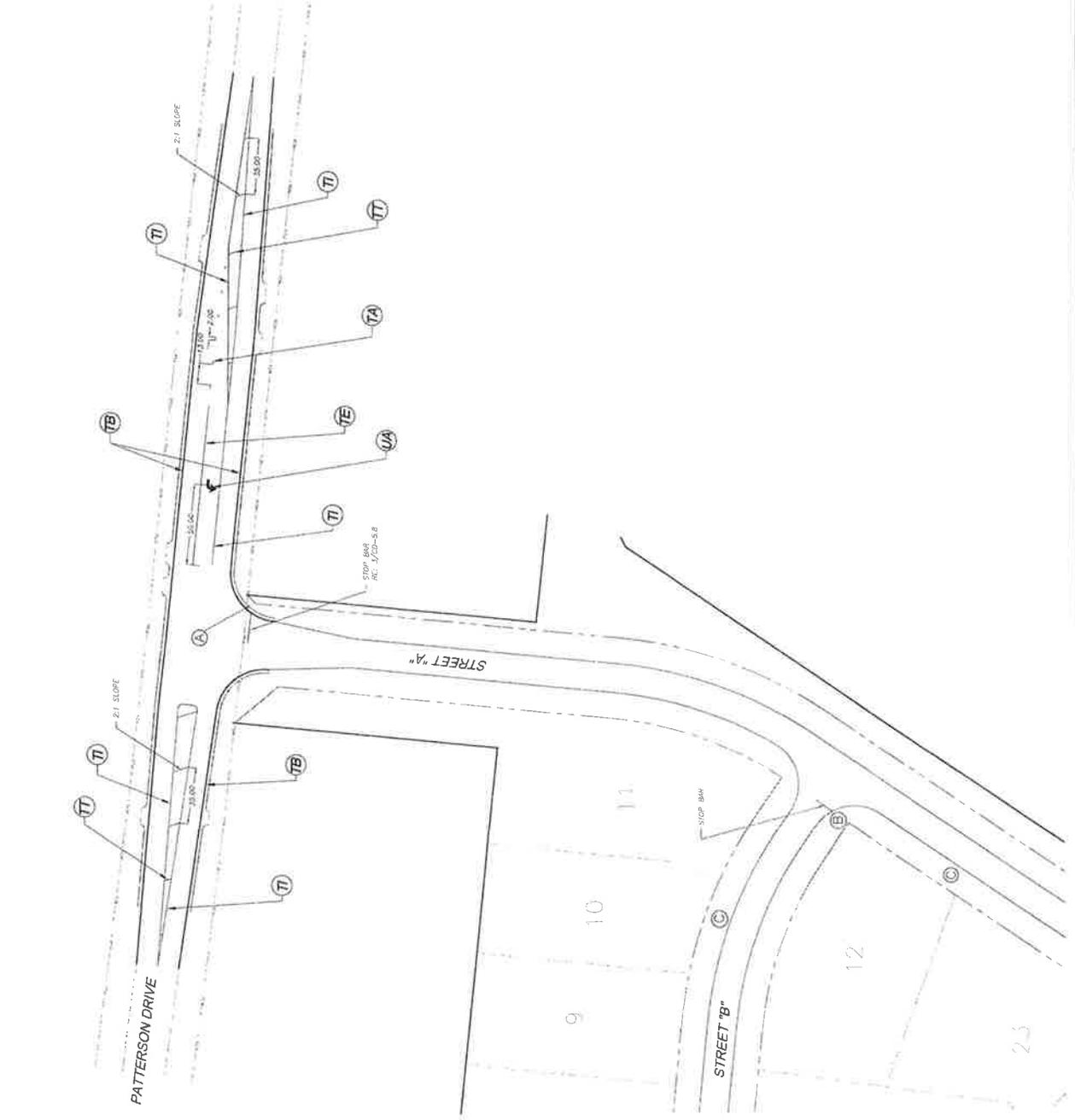
NOTES:

1. ALL DIMENSIONS UNLESS OTHERWISE NOTED TO BE IN FEET AND INCHES. DIMENSIONS SHALL BE TO FACE UNLESS OTHERWISE NOTED.
2. ALL PAVEMENT MARKINGS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS, SECTION 200.00, LATEST EDITION.
3. ALL STOP BARS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS, SECTION 200.00, LATEST EDITION.
4. ALL STOP BARS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS, SECTION 200.00, LATEST EDITION.
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- SIGNAGE AND PAVEMENT MARKING NOTES**
- 1. STOP BAR: WHITE WIND-STOP (2" THICK - 1" HIGH)
 - 2. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 3. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 4. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 5. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 6. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 7. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 8. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 9. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 10. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8



- 1/CD-5.8 STOP BAR DETAIL**
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 - 2. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 3. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 4. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 5. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 6. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 7. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 8. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 9. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8
 - 10. STOP BAR DETAIL: SEE DETAIL 1/CD-5.8





Coulter Jewell Thames
INCORPORATED

111 Main Street
Durham, N.C. 27701
P 919.522.0398
F 919.522.0446

Engineering Branch Office
10000 W. Hargett Street
Raleigh, N.C. 27617
P 336.330.0586
F 336.599.8179



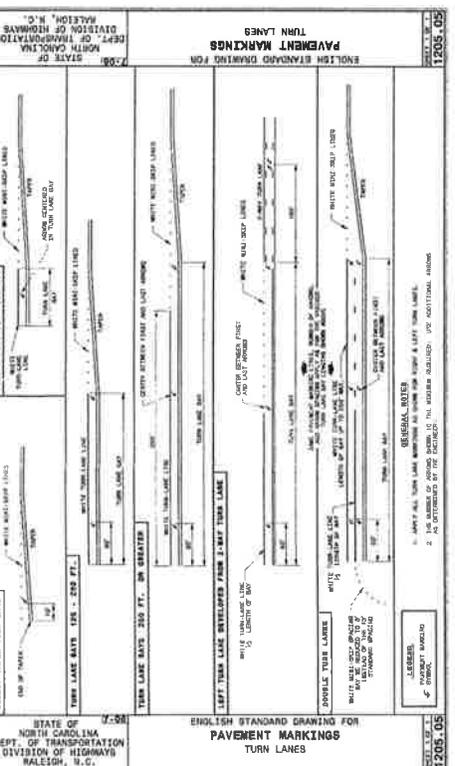
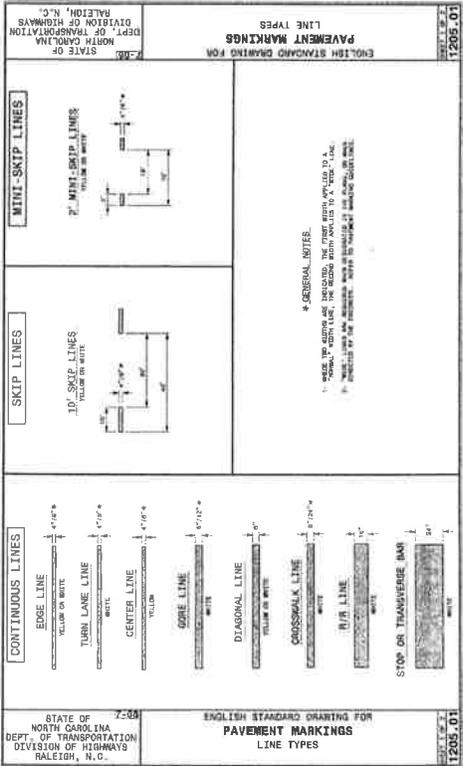
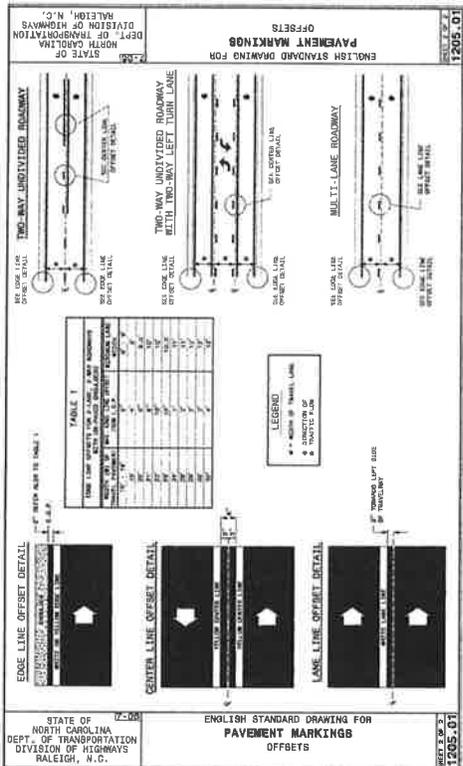
PATTERSON
DRIVE
SUBDIVISION

OWNER:
GARY JONES
JANEL GILLIS
1023 SOUTH MAIN BLVD.
DURHAM, NC 27703

DESIGN DRAWING
NOT RELEASED FOR
CONSTRUCTION

**NCDOT
DETAILS**

CD-8.0





Coulter Jewell Thomas
 Main Office
 273 S. Lamar Street
 Durham, N.C. 27701
 P 919.882.0388
 F 919.882.5686

Engineering Branch Office
 273 S. Lamar St.
 Raleigh, NC 27703
 P 336.330.0168
 F 336.399.3873



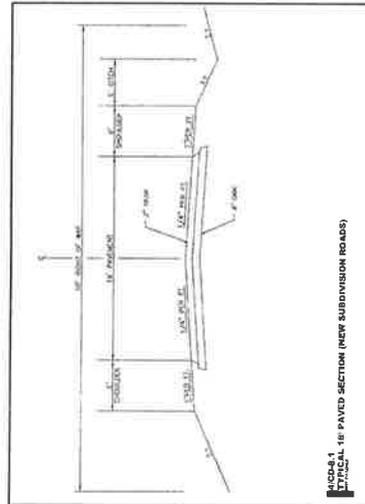
PATTERSON DRIVE SUBDIVISION

OWNER:
 CARY JONES
 AND
 GILLES
 1033 SOUTH MAIN BLVD.
 DURHAM, NC 27703

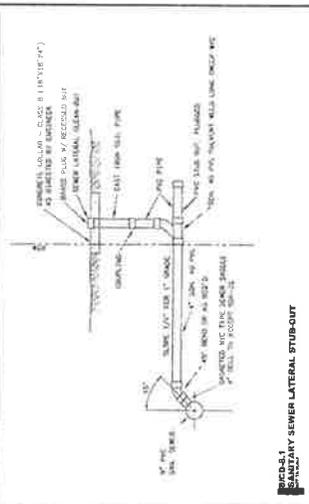
DATE: 11/11/11
 DRAWING NO.: CD-8.1
 SHEET NO.: 1 OF 1

DETAILS

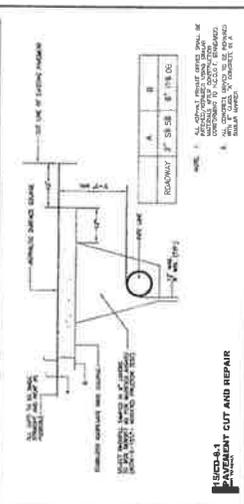
CD-8.1



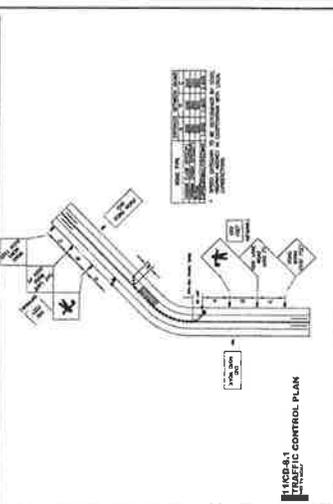
18CD-1.1
 TYPICAL 18" PAVED SECTION (NEW SUBDIVISION ROADS)



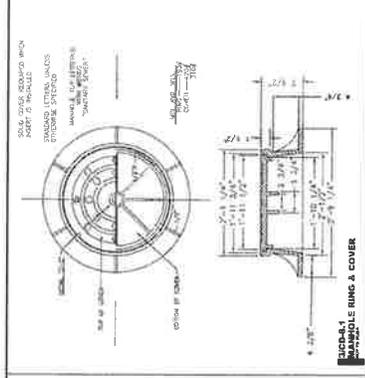
18SD-1.1
 TYPICAL 18" SANITARY SEWER LATERAL STUBOUT



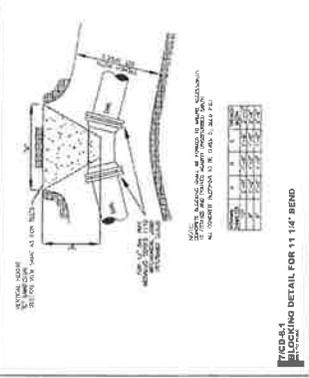
18PD-1.1
 TYPICAL 18" PAVEMENT CUT AND REPAIR



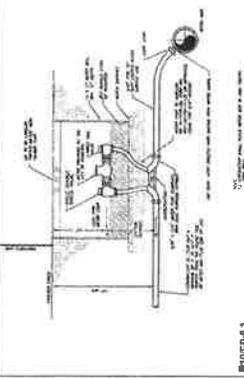
18CP-1.1
 TYPICAL 18" MANHOLE CONTROL PLAN



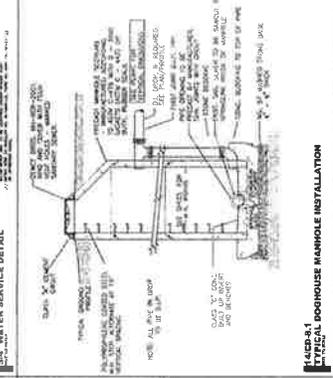
18MR-1.1
 TYPICAL 18" MANHOLE RING & COVER



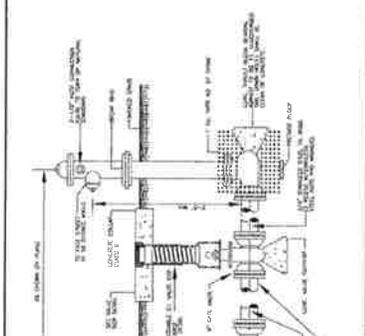
18BD-1.1
 TYPICAL 18" BEDDING DETAIL FOR 11 1/2" BEND



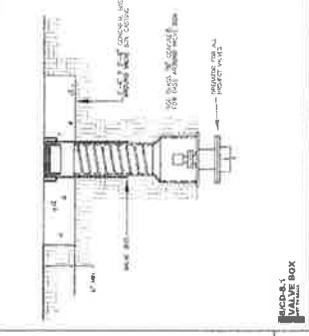
18WS-1.1
 TYPICAL 18" WATER SERVICE DETAIL



18DM-1.1
 TYPICAL 18" DOORHOUSE MANHOLE INSTALLATION



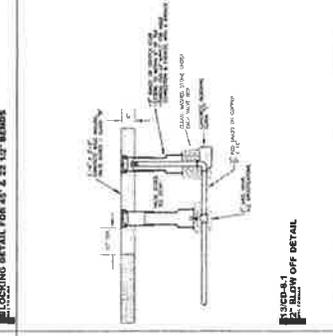
18HA-1.1
 TYPICAL 18" HYDRANT ASSEMBLY



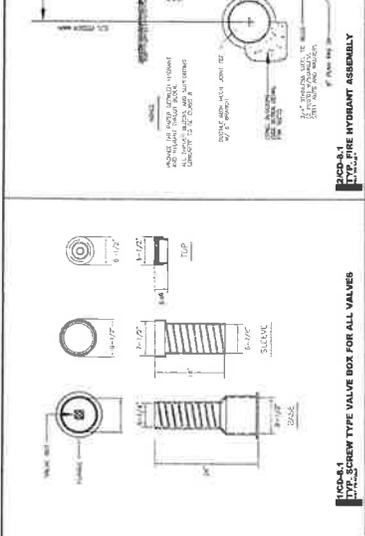
18MB-1.1
 TYPICAL 18" MANHOLE BOX



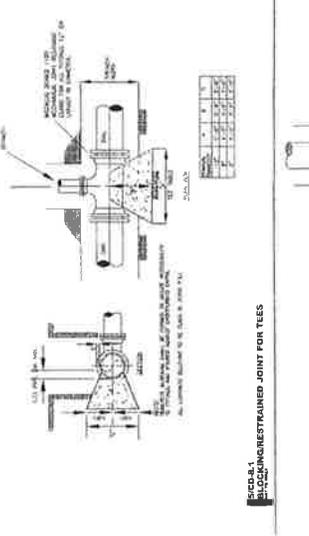
18BD-1.1
 TYPICAL 18" BEDDING DETAIL FOR 45' & 22 1/2' BENDS



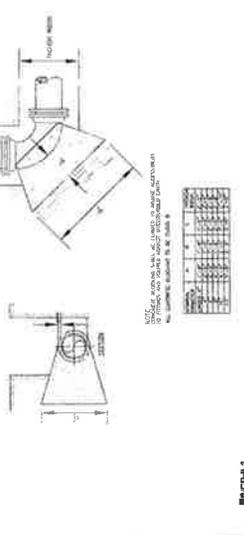
18BO-1.1
 TYPICAL 18" BLOW OFF DETAIL



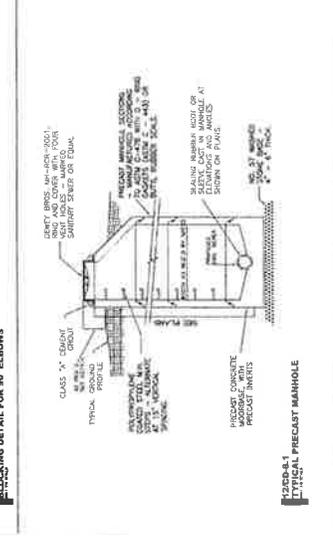
18SV-1.1
 TYPICAL 18" 1/2" X 3/4" SCREW TYPE VALVE BOX FOR ALL VALVES



18RJ-1.1
 TYPICAL 18" UNRESTRAINED JOINT FOR TEES



18BE-1.1
 TYPICAL 18" BEDDING DETAIL FOR 90° ELBOWS



18PM-1.1
 TYPICAL 18" PRECAST MANHOLE



Main Office
 1000 West Street
 Durham, N.C. 27701
 P 919.683.0262
 F 919.683.2446

Engineering Branch Office
 212 S. Lamar St.
 PO Box 1062
 Durham, N.C. 27703
 P 919.683.0262
 F 919.683.2446



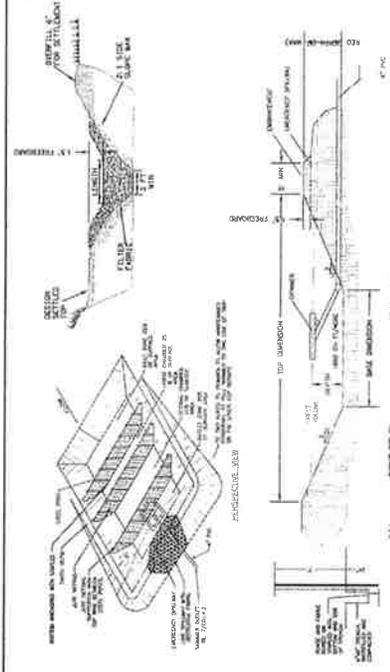
Project
**PATTERSON
 DRIVE
 SUBDIVISION**

OWNER
 GARY JONES
 AND
 JOEL GALLS
 1000 W. ST. WALKER BLVD.
 DURHAM, N.C. 27704

DESIGN DRAWINGS
 NOT RELEASED FOR
 CONSTRUCTION

DETAILS

CD-8.2



**111CD-8.2
 END OF WATERLINE BLOCKING**

REVISIONS:

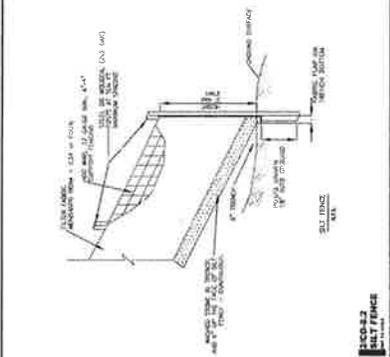
1. APPROXIMATELY 10' FROM THE END OF THE WATERLINE BLOCKING, THE WALL SHALL BE CONCRETE WITH REINFORCEMENT AS SHOWN.
2. THE WALL SHALL BE 18" THICK AND SHALL BE 4' HIGH.
3. THE WALL SHALL BE 4' FROM THE END OF THE WATERLINE BLOCKING.
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**111CD-8.2
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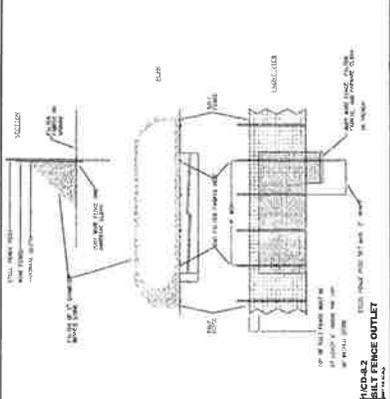
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**111CD-8.2
 PRIMARY CONSTRUCTION ENTRANCE**

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**111CD-8.2
 PRIMARY CONSTRUCTION ENTRANCE**

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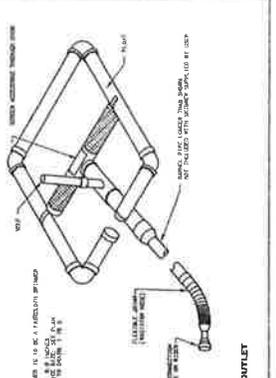
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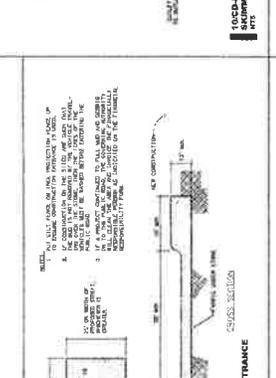
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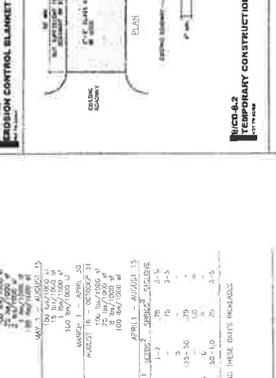
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 PRIMARY CONSTRUCTION ENTRANCE**

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**State of North Carolina
Department of Environment
and Natural Resources
Raleigh Regional Office**

**Michael F. Easley, Governor
William G. (Bill) Ross, Secretary**



**DIVISION OF LAND RESOURCES
LETTER OF APPROVAL
November 14, 2007**

Gary Jones & Joel Gillis
PO Box 71666
Durham, NC 27722

RE: Project Name: Patterson Dr. Subdivision
County: Person
Submitted by: Coulter/Jewell/Thames, PA
Date Received: 10/26/07; 11/13/07
Date Processing Initiated: 10/26/07
Watershed: Neuse #1/03-04-01
New Submittal (X) Revised ()

Dear Sirs:

This office has reviewed the subject Erosion and Sedimentation Control Plan. We find the plan to be acceptable and hereby issue this letter of approval. If any modifications, performance reservations, or recommendations are applicable, a list is enclosed and is incorporated as a part of this letter of approval. The enclosed Certificate of Approval should be posted at the job site. In addition, it should be noted that this plan approval shall expire three (3) years following the date of approval, if no land-disturbing activity has been undertaken, in accordance with Title 15A, North Carolina Administrative Code (NCAC) 4B.0029.

If any modifications are not incorporated into the plan and implemented in the field, the site will be in violation of the Sedimentation Pollution Control Act of 1973 (North Carolina General Statute (NCGS), 113A-61.1).

15A NCAC 4B.0018(a) requires that a copy of the approved plan be on file at the job site. Also, this letter gives the notice required by NCGS 113A-61.1(a) concerning our right to perform periodic inspections to ensure compliance with the approved plan.

North Carolina's sedimentation pollution control program is performance oriented, requiring protection of the natural resources and adjoining properties. If at any time during this project it is determined that the Erosion and Sedimentation Control Plan is inadequate to meet the requirements of the Sedimentation Pollution Control Act of 1973 (NCGS 113A-51 through 66), this office may require revisions in the plan and its implementation to ensure compliance with the Act.

Acceptance and approval of this plan is conditioned upon your compliance with applicable federal and state water quality laws, regulations and rules. This could include the Division of Water Quality under stormwater or other specific water quality standards, and the U.S. Army Corps of Engineers under Article 404 jurisdiction. Our approval does not supersede any other required permit or approval.

Since this project disturbs one or more acres, one such approval relates to the stormwater that will discharge from your project. This runoff is permitted pursuant to the National Pollutant Discharge Elimination System (NPDES) administered in North Carolina by the Division of Water Quality (DWQ). Attached is the General Stormwater NPDES Permit, NCG010000, as revised October 1, 2001, covering your activity. You are responsible for complying with the General Permit requirements and are subject to enforcement by DWQ for any violations of the General Permit.

Due to the location of this project, it should be noted that a rule to protect and maintain existing buffers along watercourses in the Neuse River Basin became effective on July 22, 1997. The Neuse River Riparian Area Protection and Maintenance Rule (15A NCAC 2B .0233) applies to all perennial and intermittent streams, lakes, ponds and estuaries in the Neuse River Basin with existing vegetation on the adjacent land or "riparian area". In riparian areas with existing vegetation in the first 30 feet directly adjacent to the stream, the rule prohibits land disturbance or new development within the first 30 feet of land next to the water (the remaining 20 feet of the total buffer must be revegetated upon completion of any proposed land-disturbing activity). In riparian areas with existing vegetation that is less than 30 feet wide, the rule prohibits land disturbance or new development within the area that contains the existing vegetation (but not the entire 50 foot riparian area). For more information about this riparian area rule, please contact the Division of Water Quality's Wetland/401 Unit at 919-733-1786, or a Division of Water Quality representative at this regional office.

Please note that this approval is based in part on the accuracy of the information provided concerning financial responsibility. You are requested to file an amended Financial Responsibility Form if any changes become necessary. In addition, it would be helpful if you would notify this office when the proposed land-disturbing activity covered by this plan is initiated.

Your cooperation is appreciated and we look forward to working with you on this project. If there are any questions, please do not hesitate to contact this office.

Sincerely,



Sandy W. Taylor
Asst. Regional Engineer
Land Quality Section

SWT:clm

cc: Steven Bailey, PE, Coulter/Jewell/Thames, PA
Danny Smith, DWQ-RRO Surface Water Protection

PLAN REVIEW COMMENTS

PROJECT NAME: Patterson Dr S/D	DATE RECEIVED: 10/26/07; 11/13/07
LOCATION: Perso-2008-009	REVIEWED BY: GJ/ST
New Submittal (X) Revised ()	Approved (X) Disapproved ()
Reasons for Disapproval (X)	Modifications (X) Performance Reservations ()

- 1) Modify the baffle detail. Silt fence baffles are not permitted any longer. The baffles must be a porous material like jute.

RECOMMENDATIONS AND/OR COMMENTS:



City of Roxboro

RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-31

WHEREAS, a petition requesting annexation of an area described in said petition, Tax Map 102-2 and 102-81, was received by the Roxboro City Council; and

WHEREAS, G. S. 160A-31 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the Roxboro City Council of the City of Roxboro deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the Roxboro City Council of the City of Roxboro that:

The City Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Roxboro City Council the result of her investigation.

Merilyn P. Newell
Mayor

ATTEST:

Trevie Adams
City Clerk



City of Roxboro

CERTIFICATE OF SUFFICIENCY

To the Roxboro City Council of the City of Roxboro, North Carolina:

I, Trevie Adams, City Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with G. S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Roxboro, this 8th day of May, 2018.

Trevie Adams
City Clerk



City of Roxboro

RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-31

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, the Roxboro City Council has by Resolution, directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition has been made;

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

Section 1. A public hearing on the question of annexation of the area described herein will be held in the Council Chamber of the Roxboro City Hall located at 105 S. Lamar Street, Roxboro, NC. at 7:00 p.m. on Tuesday, June 12, 2018.

Section 2. The area proposed for annexation is contiguous to the City of Roxboro and the boundaries of such are as follows:

Beginning at a point, the southeast corner of Joel K. Gillis in the Ricky Merritt Walker line, said point being located S-05-31-43-W 194.48 feet from the centerline of Patterson Drive, thence from said point of beginning with Ricky Merritt Walker S-06-04-45-W 16.23 feet; thence S-83-56-00-E 79.83 feet; thence S-84-02-55-E 55.17 feet; thence with Barbara Arlene Fox S-64-47-24-W 96.41 feet; thence S-34-16-18-W 339.69 feet; thence S-33-45-47-W 123.04 feet; thence with Jones Estate LLC S-34-08-59-W 233.90 feet; thence N-82-10-14-W 369.03 feet; thence S-08-42-31-W 22.59 feet; thence with Herbert L. Harris N-81-24-49-W 612.97 feet; thence with Sabins Properties LLC N-41-16-55-E 8.51 feet; thence with a circular curve to the left having a delta of 19-30-33, a radius of 572.96 feet, an arc distance of 195.09 feet (chord bearing and distance N-31-31-38-E 194.15 feet); thence N-21-46-21-E 498.53 feet; thence with the rear of lots fronting on Patterson Drive S-84-27-13-E 186.46 feet; thence S-84-00-08-E 154.82 feet; thence S-84-05-

25-E 299.85 feet; thence S-83-55-57-E 145.19 feet; thence S-83-59-15-E 167.88 feet; thence S-83-59-14-E 80.00 feet to the point and place of beginning and being 16.14 Acres Proposed Area of Annexation.

Section 3. Notice of the public hearing shall be published in the Courier-Times, a newspaper having general circulation in the City of Roxboro, at least ten (10) days prior to the date of the public hearing.

Merilyn P. Newell
Mayor

ATTEST:

Trevie Adams
City Clerk

5. Resolution - Annexation Policy for Utility Extensions

**RESOLUTION ESTABLISHING A POLICY RELATED TO UTILITY
EXTENSIONS OUTSIDE THE CORPORATE LIMITS OF THE CITY**

WHEREAS, this is the policy concerning connection to City utilities of any property outside the corporate limits of the City; and

WHEREAS, it is the policy of the City to require any developer who desires to connect property outside the City to City utilities to agree to submit a petition for annexation; and

WHEREAS, this request for consideration of annexation shall be reviewed by the City Council and a determination shall be made as to whether the annexation procedure will be initiated on a case by case basis; and

WHEREAS, the effective date of this resolution is the ____ day of _____, 2018.

NOW THEREFORE BE IT RESOLVED, that the Roxboro City Council having offered a motion, seconded and voted unanimously for approval of this Resolution Establishing A Policy Related to Utility Extensions Outside the Corporate Limits of the City of Roxboro this the ____ day of _____, 2018.

Mayor Marilyn P. Newell

Attest:

Trevie Adams, MMC/NCCMC
City Clerk

6. Clean Sweep

Clean Sweep Day

SPRING 2018
MAY 12TH 9AM-12PM



Calling all volunteers!!!

The City of Roxboro will host a **SPRING CLEAN SWEEP DAY** on
Saturday, May 12 from 9am - 12 noon!

Groups and individuals are welcome to participate! All volunteers will collect at City Hall to receive supplies and information about the day's events. Designated groups will then disperse to their various locations throughout the city to collect trash and refuse.

Please contact our volunteer coordinator, Tanya Thomas,
at 336-322-6057 to let us know you're excited to help!

Thanks for your involvement in making Roxboro even more beautiful!

7. Financial & Tax Report

City of Roxboro, North Carolina
Financial Statement - Unadjusted
Modified Accrual Basis
For the Nine Months Ended March 31, 2018

	Original Budget	Amended Budget	Actual	Annual Variance Favorable (Unfavorable)	Annual 75.00% Percent of Budget
General Fund (10)					
Ad Valorem Taxes	\$ 4,725,597	\$ 4,725,597	\$ 4,664,466.72	\$ (61,130.28)	98.71%
Local Option Sales Tax	1,585,466	1,595,434	1,325,755.70	(269,678.30)	83.10%
Other Taxes and Licenses	12,000	12,000	11,944.19	(55.81)	99.53%
Unrestricted Intergovernmental	983,648	983,648	623,190.24	(360,457.76)	63.36%
Restricted Intergovernmental	637,276	737,276	616,750.49	(120,525.51)	83.65%
Permits and Fees	7,000	7,000	5,145.00	(1,855.00)	73.50%
Sales and Services	667,120	667,120	498,309.13	(168,810.87)	74.70%
Miscellaneous	21,000	53,500	66,931.41	13,431.41	125.11%
Investment Earnings	2,500	2,500	9,416.14	6,916.14	376.65%
Interfund Transfers	1,131,557	1,203,472	822,130.00	(381,342.00)	68.31%
Sale of Fixed Assets	15,000	15,000	1,487.31	(13,512.69)	9.92%
Total Revenues	9,788,164	10,002,547	8,645,526.33	(1,357,020.67)	86.43%
Expenditures:					
Governing Body - City Council	207,026	208,993	184,167.50	24,825.50	88.12%
City Hall Administration	566,487	646,403	529,303.98	117,099.02	81.88%
Finance	255,152	255,152	218,403.77	36,748.23	85.60%
Sales Tax	88,100	88,100	82,633.36	5,466.64	93.79%
Tax Collections	64,194	64,194	65,684.24	(1,490.24)	102.32%
Buildings & Grounds	266,923	266,923	117,060.97	149,862.03	43.86%
Safety / Purchasing	22,625	22,625	14,699.27	7,925.73	64.97%
Police	3,127,834	3,181,584	2,178,880.81	1,002,703.19	68.48%
Fire	2,003,748	2,003,748	1,448,143.66	555,604.34	72.27%
Emergency Communications 911	95,800	95,800	56,999.35	38,800.65	59.50%
Transportation - Streets	1,986,644	1,986,644	1,077,576.35	909,067.65	54.24%
Environmental Protection	1,079,582	1,079,582	580,364.26	499,217.74	53.76%
Economic Development	259,281	359,281	142,243.82	217,037.18	39.59%
Cultural & Recreational	500	500	-	500.00	0.00%
Debt Service	539,120	539,120	290,239.69	248,880.31	53.84%
Interfund Transfers	75,000	75,000	-	75,000.00	0.00%
Total Expenditures	10,638,016	10,873,649	6,986,401.03	3,887,247.97	64.25%
Excess of Revenues Over (Under) Expenditures	(849,852)	(871,102)	1,659,125.30	2,530,227.30	
Other Financing Sources					
Proceeds of Capital Lease	583,392	583,392	-	(583,392.00)	0.00%
Fund Balance Appropriated	266,460	287,710	-	(287,710.00)	0.00%
Total Other Financing Sources	849,852	871,102	-	(871,102.00)	0.00%
Excess of Revenues Over (Under) Expenditures	\$ -	\$ -	1,659,125.30	\$ 1,659,125.30	
Fund Balance Beginning of Year			4,702,534.97		
Fund Balance Current Period			\$ 6,361,660.27		

City of Roxboro, North Carolina
Financial Statement - Unadjusted
Modified Accrual Basis
For the Nine Months Ended March 31, 2018

	Original Budget	Amended Budget	Actual	Annual	
				Variance Favorable (Unfavorable)	75.00% Percent of Budget
Enterprise Funds					
Revenues:					
Water & Sewer Fund 60					
Charges for Services	\$ 5,236,752	\$ 5,236,752	\$ 3,919,919.87	\$ (1,316,832.13)	74.85%
Assessments	-	-	-	-	#DIV/0!
Tapping Fees	20,000	20,000	34,240.56	14,240.56	171.20%
Other Operating Revenues	35,475	35,475	11,909.23	(23,565.77)	33.57%
Nonoperating Revenues	500	500	103.02	(396.98)	20.60%
Interfund Transfers-MERP	-	24,050	-	-	-
Interfund Transfers	924,719	924,719	-	(924,719.00)	0.00%
Sale of Fixed Assets	15,000	15,000	281.00	(14,719.00)	1.87%
Total Water & Sewer Fund 60	6,232,446	6,256,496	3,966,453.68	(2,265,992.32)	63.40%
Triple Tier Fund 61					
Operating Revenues	6,965	6,965	6,260.93	(704.07)	89.89%
Nonoperating Revenues	100	100	40.42	(59.58)	40.42%
Rural Center Engineering Grant	-	-	-	-	#DIV/0!
Capital Reserve Fund 69					
Operating Revenues	704,247	704,247	576,891.05	(127,355.95)	81.92%
Nonoperating Revenues	1,500	1,500	1,572.63	72.63	104.84%
Interfund Transfers	-	-	-	-	#DIV/0!
Total Revenues	6,945,258	6,969,308	4,551,216.71	(2,394,039.29)	65.30%
Expenditures:					
Public Utilities: Administration	-	-	-	-	#VALUE!
Sales Tax	-	-	-	-	#DIV/0!
Billing & Collection	171,938	176,138	88,007.91	88,130.09	49.97%
Meter Section	281,863	281,863	219,609.15	62,253.85	77.91%
Raw Water Supply	58,294	58,294	46,422.40	11,871.60	79.63%
Water Plant	1,400,199	1,405,689	1,000,240.77	405,448.23	71.16%
Water Maint and Construction	647,114	650,914	422,022.70	228,891.30	64.84%
Wastewater Plant II	127,955	127,955	89,012.66	38,942.34	69.57%
Wastewater Plant	1,194,179	1,196,514	768,179.97	428,334.03	64.20%
Pump Stations	417,978	417,978	260,864.73	157,113.27	62.41%
Wastewater Maint & Construction	436,882	445,107	302,842.79	142,264.21	68.04%
Debt Service	479,487	479,487	470,824.08	8,662.92	98.19%
Interfund Transfers-MERP	-	-	-	-	-
Interfund Transfers	1,016,557	1,016,557	822,130.00	194,427.00	80.87%
Total Water & Sewer Fund 60	6,232,446	6,256,496	4,490,157.16	1,766,338.84	71.77%
Triple Tier Fund 61	7,065	7,065	-	7,065.00	0.00%
Capital Reserve Fund 69	705,747	705,747	-	705,747.00	0.00%
Total Expenditures	6,945,258	6,969,308	4,490,157.16	2,479,150.84	64.43%
Excess of Revenues Over (Under) Expenditures	-	-	61,061.55	85,111.55	
Other Financing Sources					
Proceeds of Capital Lease	-	-	-	-	#DIV/0!
Interfund Transfers 61 TT	-	-	-	-	#DIV/0!
Fund Balance Appropriated 60 WS	-	-	-	-	#DIV/0!
Fund Balance Appropriated 61 TT	-	-	-	-	#DIV/0!
Fund Balance Appropriated 69 CR	-	-	-	-	#DIV/0!
Total Other Financing Sources	-	-	-	-	#DIV/0!
Excess of Revenues Over (Under) Expenditures	\$ -	\$ -	61,061.55	\$ 85,111.55	
Fund Balance Beginning of Year			2,262,190.12		
Fund Balance Current Period			\$ 2,323,251.67		

**City of Roxboro, North Carolina
 Financial Statement - Unadjusted
 Modified Accrual Basis
 For the Nine Months Ended March 31, 2018**

	Original Budget	Amended Budget	Actual	Variance Favorable (Unfavorable)	Annual 75.00% Percent of Budget
<u>Central Depository</u>					
Cash		11100000	2,601,659.29		
BB&T MMA		11100001	128,227.98		
NCCMT		11100002	2,211,703.07		
Flexible Spending Account AFLAC		11100003	44,914.55		
Roxboro Savings Bank		11100004	518,873.16		
Gateway Bank MMA Finistar		11100005	-		
CD's		11130000	-		
Total Cash and Investments			\$ 5,505,378.05		\$5,505,378.05
<u>Breakdown by Fund:</u>					
General		10	\$ 5,860,550.97		
CDBG-Revolving Loan Fund		13	83,903.01		
Old Durham Road Project Fund		20	(269.48)		
Vehicle Special Revenue		26	3,850.00		
Ridge Road Capital Project		30	(589,384.44)		
Stormwater Capital Fund		50	137,061.47		
Enterprise		60	(485,407.85)		
Triple Tier Water		61	22,315.76		
Capital Reserve		69	976,797.71		
Wastewater Plant Capital Project		71	(828,966.78)		
Annexation Area Capital Project		73	198,684.01		
Christmas Club / Flex Fund		75	51,503.12		
LEO Pension Trust Fund		79	74,740.55		
Reserve for Interest Earned			-		
Total of Fund's Cash and Investments			\$ 5,505,378.05		\$5,505,378.05

City of Roxboro, North Carolina
Fund Balance
General Fund
As of March 31, 2018

	General Fund			
	31-Mar-18 Fund Balances	Percentage of Total Fund Balance	Percentage of Fiscal Year 2018 Budget	Percentage of Prior Year Actual Expenditures
Fund Balances				
Reserved				
Reserved for inventories	\$ 45,118	0.71%	0.41%	0.44%
Reserved by state statute	653,781	10.28%	6.01%	6.33%
Reserved for streets - Powell Bill	287,458	4.52%	2.64%	2.78%
Reserved for cemetery	30,269	0.48%	0.28%	0.29%
Reserved for drug enforcement	-	0.00%	0.00%	0.00%
Reserved for public safety	<u>134,988</u>	<u>2.12%</u>	<u>1.24%</u>	<u>1.31%</u>
Total fund balance reserved	<u>1,151,614</u>	<u>18.10%</u>	<u>10.59%</u>	<u>11.14%</u>
Unreserved				
Designated by Council	-	0.00%	0.00%	0.00%
Designated for subsequent year's expenditures	-	0.00%	0.00%	0.00%
Undesignated	<u>5,210,046</u>	<u>81.90%</u>	<u>47.91%</u>	<u>50.42%</u>
Total fund balance unreserved	<u>5,210,046</u>	<u>81.90%</u>	<u>47.91%</u>	<u>50.42%</u>
Total equity and other credits	<u>\$ 6,361,660</u>	<u>100.00%</u>	<u>58.51%</u>	<u>61.57%</u>
Budget Ordinance for June 30, 2018, as Amended			\$ 10,873,649	
Prior Year Expenditures				\$ 10,333,189

City of Roxboro, North Carolina
Fund Balance
Enterprise Fund
As of March 31, 2018

	Enterprise Fund			
	31-Mar-18 Fund Balances	Percentage of Total Fund Balance	Percentage of Fiscal Year 2018 Budget	Percentage of Prior Year Actual Expenditures
Fund Balances				
Reserved				
Reserved for encumbrances	\$ 14,267	0.61%	0.27%	0.28%
Reserved by state statute	422,861	18.20%	8.07%	8.26%
Reserved for capital outlay (C89 + C91)	<u>1,784,478</u>	<u>76.81%</u>	<u>34.06%</u>	<u>34.85%</u>
Total fund balance reserved	2,221,606	95.62%	42.40%	43.39%
Unreserved				
Designated for subsequent year's expenditures	-	0.00%	0.00%	0.00%
Undesignated	<u>101,646</u>	<u>4.38%</u>	<u>1.94%</u>	<u>1.99%</u>
Total fund balance unreserved	<u>101,646</u>	<u>4.38%</u>	<u>1.94%</u>	<u>1.99%</u>
Total equity and other credits	<u>\$ 2,323,252</u>	<u>100.00%</u>	<u>44.34%</u>	<u>45.37%</u>
Budget Ordinance for June 30, 2017, as Amended			\$ 5,239,939	
Prior Year Expenditures				\$ 5,120,360

**City of Roxboro
Tax Collection Report
For the Month Ended
30-Apr-18**

	2017 Tax Levy	2016 Tax Levy	2015 Tax Levy
Original Levy	\$ 4,350,663.68	\$ 4,342,813.89	\$ 4,197,916.89
Motor Vehicles Added to Levy	0.00	0.00	0.00
Motor Vehicles Added to Levy-DMV	387,583.03	493,114.72	340,607.97
Public Utilities	-	-	-
Adjusted Original Levy	<u>4,738,246.71</u>	<u>4,835,928.61</u>	<u>4,538,524.86</u>
+Discoveries	<u>105,836.64</u>	<u>123,960.93</u>	<u>439,665.94</u>
Levy	<u>4,844,083.35</u>	<u>4,959,889.54</u>	<u>4,978,190.80</u>
-Releases	<u>10,993.96</u>	<u>5,990.49</u>	<u>24,535.72</u>
Current Levy	<u>4,833,089.39</u>	<u>4,953,899.05</u>	<u>4,953,655.08</u>
Collection year-to-date	\$ 4,719,543.11	\$ 4,918,069.94	\$ 4,935,104.91
Uncollected	\$ 113,546.28	\$ 35,829.11	\$ 18,550.17
Collection % of Current Levy	97.65%	99.28%	99.63%
Property Tax Rate Per \$100	\$ 0.670	\$ 0.670	\$ 0.660

8. Assistant City Manager's Report

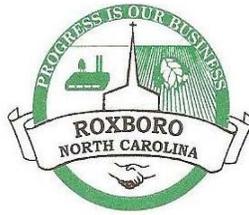
Assistant City Manger's Report

Waste Water Treatment Plant Bid: A per bid meeting was held on April 203, 2018 at the waste water treatment plant. Representatives from 8 major contractors were on site along with representatives from the different subcontractors. Based upon follow up questions, the contractors appear to be very interested in this bid.

Old Durham Rd – Sunrock is erecting the road constructions signs and having underground utilities located this week. Next week, they plan is to begin the road milling process. Travel delays can be expected as the work progresses. It is recommended that traffic use US 501.

Marlowes Creek Replacement Sewer – Last month RFQ were requested for engineering to upgrade the Marlowes Creek Sewer outfall and the force main along Old Durham Road. Three engineering firms responded. Interviews were conducted with the engineering companies on Wednesday May 2, 2018. A recommendation will be presented to City Council at the June Council meeting.

9. Manager's Report



City of Roxboro

MEMORANDUM

TO: Mayor Newell and City Council
FROM: Brooks Lockhart
SUBJECT: Manager's Report
DATE: May 8, 2018

- Please take note of several upcoming dates.
 - Clean Sweep Day at 9am on May 12th at City Hall Parking Lot
 - Budget Work Session #2, 6pm on May 15th at City Hall
 - Open Enrollment at City Hall- May 22 & 23, 2018
 - Budget Work Session #3, 6pm on May 29th at City Hall
- Staff is preparing for software training for the new fiscal management software. The conversion process has created additional work load for the finance and human resources staff. I would like to thank Wanda Blalock and Pam Rodgers for their continued efforts towards implementation. We anticipate major workflow improvements for purchasing and will be training end users (Department Heads/Supervisors) by the end of May. The onsite work will continue until full implementation in August.
- Finance, Planning, and Administrative Staff have been working with our legal counsel on ordinance reviews on our **City Code Title XI: Business Regulations**. The goal of this review is to update our ordinances to comply with new state laws (removal of privilege licenses, ride-share laws, sweepstakes, peddling, and etc.) and create consistency in our City Code with our UDO. We anticipate the need for council discussion prior to scheduling a public hearing for consideration of their adoption.
- City Staff held a conference call with LGC Staff the first week of May to review our anticipated timetable for our application for approval to borrow the funds for the Wastewater Treatment Plant Upgrades. As noted in Mr. Warren's report, our project is out to bid with the bids to be submitted by the end of May. Our Bond Counsel, which we engaged in July 2017, will be submitting documentation following the approval of bids by Council. It is very likely that we will be needing to vote on items at either our May 15th or 29th work sessions to move our application forward in a timely fashion. We hope to be on the agenda for the LGC in either June, July or latest August. These approvals being delayed could result in an increase in costs for construction; Staff will let Council know if we need to call an additional meeting to avoid any delay.
- As previously discussed with City Council, our health care costs need to be adjusted upwards by 25% to cover our actual claims, based of the trend data from the previous year. These figures which reflect this increase were included in the draft budget presented tonight. During our first budget work session, there was a discussion about evaluating our plan structure to incentivize our employees to enroll more children in our plan with the intent of lowering our overall plan risk. Under our historic plan structure, the rate for enrolling one child was equal to the rate of enrolling multiple children. We will need to have a discussion this evening to allow staff to prepare materials for open enrollment.