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EXHIBIT "C"

BYLAWS

OF

JAMISON'S RUN COMMUNITY ASSOCIATION, INC.

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OF  
JAMISON'S RUN COMMUNITY ASSOCIATION, INC.

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# BYLAWS

## OF

### JAMISON'S RUN COMMUNITY ASSOCIATION, INC.

#### Article 1

##### Name, Membership, Applicability and Definitions

1.1 Name. The name of the corporation shall be Jamison's Run Community Association, Inc. (hereinafter sometimes referred to as the "Association").

1.2 Membership. The Association shall have one class of membership, as is more fully set forth in that certain Declaration of Protective Covenants for Jamison's Run (such Declaration, as amended, renewed, or extended from time to time, is hereinafter sometimes referred to as the "Declaration"), the terms of which pertaining to membership are specifically incorporated by reference herein.

1.3 Definitions. The words used in these Bylaws shall have the same meaning as set forth in the Declaration, unless the context shall prohibit.

#### Article 2

##### Association: Meetings, Quorum, Voting, Proxies

2.1 Place of Meetings. Meetings of the Association shall be held at the principal office of the Association or at such other suitable place convenient to the members as may be designated by the Board of Directors, either in the Community or as convenient thereto as possible and practical.

2.2 Annual Meetings. There shall be an annual meeting of the members at such date, place and time as the Board of Directors shall determine to receive the reports of the outgoing Board of Directors, to install directors for the ensuing year and to transact such other business as may come before the meeting.

2.3 Special Meetings. The President or the Board of Directors may call special meetings. In addition, it shall be the duty of the President to call a special meeting of the Association upon the delivery of a petition signed and dated by members entitled to cast at least ten percent (10%) of the Total Association Vote and describing the purpose or purposes for which it is to be held. The notice of any special meeting shall state the date, time, and place of such meeting and the purpose(s) thereof. No business shall be transacted at a special meeting, except those matters that are within the purpose or purposes described in the notice.

2.4 Record Date. The Board of Directors shall fix in advance a record date for a determination of members entitled to notice of and to vote at any meeting of members or any adjournment thereof, or to make a determination of members for any other purpose, such date to

be not more than seventy (70) days before the date on which the particular action requiring such determination of members is to be taken.

2.5 Notice of Meetings. It shall be the duty of the Secretary to mail or to cause to be delivered to the Lot of each member (as shown in the records of the Association as of the record date) a notice of each annual or special meeting of the Association stating the date, time and place where it is to be held and the items on the agenda, including the general nature of any proposed amendment to the Declaration or Bylaws, any budget changes and any proposal to remove a director or officer and matters that shall be approved by the members under Sections 55A-8-31, 55A-8-55, 55A-10-03, 55A-10-21, 55A-11-04, 55A-12-02, or 55A-14-02 of the North Carolina Nonprofit Corporation Act and, for a special meeting, the purpose thereof. If an Owner wishes notice to be given at an address other than the Lot, the Owner shall designate by notice in writing to the Secretary such other address. The mailing or delivery of a notice of meeting in the manner provided in this Section shall be considered service of notice. Notices shall be served not less than ten (10) (or if the notice is mailed by other than first class, registered or certified mail not less than thirty (30)) nor more than sixty (60) days before a meeting. If any meeting of the members is adjourned to a different date, time or place, notice need not be given of the new date, time or place, if the new date, time or place is announced at the meeting before adjournment. If, however, a new record date is or must be fixed under the North Carolina Nonprofit Corporation Act or other applicable law (the "Governing Law"), notice of the adjourned meeting shall be given to persons who are members of record as of the new record date.

2.6 Waiver of Notice. Waiver of notice of a meeting of the members shall be deemed the equivalent of proper notice. Any member may, in writing, signed by the member, waive notice of any meeting of the members, either before or after such meeting. Attendance at a meeting by a member, whether in person or by proxy, shall be deemed waiver by such member of lack of notice or defective notice, unless such member specifically objects to lack of proper notice at the time the meeting is called to order.

2.7 Adjournment of Meetings. If any meetings of the Association cannot be held because a quorum is not present, a majority of the members who are present at such meeting, either in person or by proxy, may adjourn the meeting to a time not less than five (5) nor more than thirty (30) days from the time the original meeting was called. At such adjourned meeting at which a quorum is present, any business which might have been transacted at the meeting originally called may be transacted without further notice unless the meeting is adjourned to a date a more than One Hundred Twenty (120) days after the date fixed for the original meeting, in which case a new record date must be set in accordance with 55A-7-07 of the North Carolina Nonprofit Corporation Act. Notwithstanding any provision to the contrary in the Declaration or these Bylaws, the quorum requirement at the next meeting shall be one-half (1/2) the quorum requirement applicable to the meeting adjourned for lack of a quorum. This provision shall continue to reduce the quorum by fifty percent (50%) from that required at the previous meeting, as previously reduced, until such time as a quorum is present and business can be conducted.

2.8 Membership List. After the record date for any meeting is established by the Board of Directors, the Secretary shall prepare an alphabetical list of the names and addresses of all of

the members who are entitled to notice of the meeting. Beginning at least two (2) business days after notice is given of the meeting for which the list was prepared, the list of members shall be available for inspection by any member or a member's agent or attorney at the Association's principal office or at such other reasonable place as may be specified in the notice. In addition, the list shall be available for inspection at the meeting or any adjournment thereof.

2.9 Voting. The voting rights of the members shall be as set forth in the Articles of Incorporation and the Declaration, and such voting rights are specifically incorporated herein.

2.10 Proxies. At all meetings of members, each member may vote in person or by proxy. All proxy appointment forms shall be in writing, dated, and filed with the person presiding over a meeting before the appointed time of each meeting. A Proxy is void if not dated. Every proxy shall be revocable and shall automatically cease upon: (a) receipt of actual notice by the person presiding over a meeting of the revocation of the proxy or the of the death or judicially declared incompetence of the member; (b) receipt by the person presiding over a meeting of a subsequent appointment form signed by the member; or (c) the expiration of eleven (11) months from the date of the proxy appointment form.

2.11 Quorum. The presence, in person or by proxy, of members entitled to cast at least ten percent (10%) of the votes entitled to be cast at the meeting shall constitute a quorum at all meetings of the Association. The members present at a duly called or held meeting at which a quorum is present may continue to do business until adjournment, notwithstanding the withdrawal of enough members to leave less than a quorum.

2.12 Action Without A Formal Meeting. Any action required or permitted to be approved by the members may be approved without a meeting if one (1) or more consents in writing setting forth the action so taken, shall be signed and dated by members (including the Declarant, if the consent of the Declarant is required) holding the voting power required to pass such action at a meeting held on the record date for such action. The record date for such action shall be the date that the first member signs a consent. Such action shall be approved when the Secretary receives a sufficient number of such consents dated within seventy (70) days of the record date for such action. If less than unanimous consent is obtained, the approval shall be effective ten (10) days after the Secretary gives written notice of the approval to all members who did not sign a consent. Each signed consent shall be included in the minutes of meetings of members filed in the permanent records of the Association.

2.13 Action By Written Ballot. Any action that may be taken at any annual, regular or special meeting of members may be taken without a meeting if approved by written ballot as provided herein. The Association shall deliver a written ballot to each member entitled to vote on the matter. The written ballot shall set forth each proposed action and provide an opportunity to vote for or against each proposed action. All solicitations for votes by written ballot shall indicate the number of responses needed to meet the quorum requirements; state the percentage of approvals necessary to approve each matter other than election of directors; and specify the time by which a ballot must be received by the Association in order to be counted. A timely written ballot received by the Association may not be revoked. Approval by written ballot of an action shall only be valid when the number of votes cast by ballot equals or exceeds the quorum

required to be present at a meeting held to authorize such action and the number of approvals equals or exceeds the number of votes that would be required to approve the matter at a meeting at which the total number of votes cast was the same as the number of votes cast by ballot. The results of each action by written ballot shall be certified by the Secretary and shall be included in the minutes of meetings of members filed in the permanent records of the Association.

### Article 3

#### Board of Directors: Number, Powers, Meetings

3.1 Governing Body; Composition. The affairs of the Association shall be governed by a Board of Directors. Directors shall be natural persons who are eighteen (18) years of age or older. Except for directors appointed by the Declarant, each director must reside in the Community and be a member or the spouse of a member; provided, however, no Person may serve on the Board at the same time with such Person's spouse or any co-Owner or Occupant of such Person's Lot.

3.2 Directors Appointed by Declarant. The Declarant shall have the right to appoint or remove any director or directors of the Board of Directors or any officer or officers of the Association until such time as the first of the following events shall occur: (a) the expiration of ten (10) years after the date of recording of the Declaration; (b) the date on which all of the Lots planned by Declarant to be a part of the Community shall have been improved with a dwelling and conveyed to an Owner for occupancy as a residence; or (c) the surrender by Declarant in writing of the authority to appoint and remove directors and officers of the Association. The directors appointed by the Declarant need not be Owners or residents in the Community. The total number of lots planned by Declarant for the Community shall initially be the number of Lots shown on the Declarant's land use plan for the development as it may be amended from time to time. Inclusion of property on the land use plan shall not obligate the Declarant to subject such property to the Declaration, nor shall exclusion of property from the initial land use plan bar Declarant from subjecting such property to the Declaration. The final total number of Lots planned for the Community shall be the actual number of Lots shown on the recorded subdivision plat(s) for the Community regardless of any different number of Lots shown from time to time on the land use plan.

3.3 Number of Directors. During the period that the Declarant has the right to appoint and remove the officers and/or directors of the Association as provided above, the Board of Directors shall consist of from one (1) to three (3) directors as determined by Declarant in writing from time to time. Thereafter, the Board shall consist of three (3) or five (5) directors, who shall be elected as provided below.

3.4 Nomination of Directors. Elected directors may be nominated from the floor, if a meeting is held for the election of directors and may also be nominated by a nominating committee, if established by the Board. All candidates shall have a reasonable opportunity to communicate their qualifications to the members and to solicit votes.

3.5 Election and Term of Office. After the Declarant's right to appoint directors or officers terminates, the Association shall call a special meeting (or take action under Section 2.12

or Section 2.13 in lieu of a meeting) and the members shall elect three (3) or five (5) directors, as determined by the Board, as follows: the initial term of two (2) directors (or three (3) directors in the event the total number of directors is five (5)) shall be fixed at two (2) years, and thereafter successors shall be elected to a term of two (2) years; the initial term of one (1) director (or two (2) directors in the event the total number of directors is five (5)) shall be fixed at one (1) year, and thereafter successors shall be elected to a term of two (2) years. At annual meetings thereafter, directors shall be elected as necessary to fill vacant seats on the Board. A quorum must be present at the meeting. All eligible members of the Association shall vote on all directors to be elected, and the candidates receiving the most votes shall be elected. The Association shall publish the names and addresses of the members of the Board of Directors within thirty (30) days of their election.

3.6 Removal of Directors. At any regular or special meeting of the Association duly called at which a quorum is present, any one (1) or more of the members of the Board of Directors, other than a member appointed by the Declarant, may be removed, with or without cause, by a majority of all persons present and entitled to vote at such meeting and a successor may then and there be elected to fill the vacancy thus created. A director whose removal has been proposed by the Owners shall be given at least ten (10) days' notice of the calling of the meeting and the purpose thereof and shall be given an opportunity to be heard at the meeting. Additionally, any director who has three (3) consecutive unexcused absences from Board meetings or who is delinquent in the payment of an assessment for more than twenty (20) days may be removed by a majority vote of the directors at a meeting, a quorum being present. This Section shall not apply to directors appointed by Declarant.

3.7 Vacancies. Vacancies in the Board of Directors caused by any reason, excluding the removal of a director by vote of the Association, shall be filled by a vote of the majority of the remaining directors. Each Person so selected shall serve the unexpired portion of the term.

3.8 Organization Meetings. The first meeting of a newly elected Board of Directors shall be held within ten (10) days after the election at such time and place as the directors may conveniently assemble.

3.9 Regular Meetings. Regular meetings of the Board of Directors may be held at such time and place as shall be determined from time to time by the Board, provided that, after the right of Declarant to appoint the directors terminates, at least four (4) such meetings shall be held during each fiscal year with at least one (1) per quarter. Notice of the regular schedule shall constitute sufficient notice of such meetings.

3.10 Special Meetings. Special meetings of the Board of Directors shall be held when requested by the President, Vice President or by any two (2) directors. The notice shall specify the date, time and place of the meeting and the nature of any special business to be considered. The notice shall be given to each director by one of the following methods: (a) by personal delivery (including commercial delivery service) to such director's home or office; (b) written notice by first class mail, postage prepaid; or (c) by telephone communication (including facsimile), either directly to the director or to the director's home or office. All such notices shall be given or sent to the director's address or telephone number as shown on the records of the



Association. Notices sent by first class mail shall be deposited with the U.S. Postal Service at least four (4) days before the time set for the meeting. Notices given by personal delivery or telephone shall be given at least two (2) days before the day set for the meeting.

3.11 Waiver of Notice. The business transacted at any meeting of the Board of Directors, however called and noticed or wherever held, shall be as valid as though taken at a meeting duly held after regular call and notice, if a quorum is present at the beginning of the meeting. Notice of a meeting shall also be deemed given to any director who attends the meeting without protesting before or at its commencement about the lack of adequate notice.

3.12 Quorum of Board of Directors. At all meetings of the Board of Directors, a majority of the directors shall constitute a quorum for the transaction of business, and the votes of a majority of the directors present at a meeting at which a quorum is present at the beginning of the meeting shall constitute the decision of the Board of Directors.

3.13 Compensation. No director shall receive any compensation from the Association for acting as such.

3.14 Open Meetings. All meetings of the Board shall be open to all members, but members other than directors may not participate in any discussion or deliberation unless expressly so authorized by the Board. At regular intervals, the Board shall provide members an opportunity to speak about their issues or concerns. The Board may place reasonable restrictions on the number of persons who speak on each side of an issue and may place reasonable time restrictions on persons who speak.

3.15 Executive Session. The Board may adjourn a meeting and reconvene in executive session to discuss and vote upon personnel matters, litigation in which the Association is or may become involved, and orders of business of a similar nature. The nature of any and all business to be considered in executive session shall first be announced in open session.

3.16 Action Without A Formal Meeting. Any action required or permitted to be taken at a meeting of the directors may be taken without a meeting if one or more consents, in writing, setting forth the action so taken, shall be signed by a majority of the directors and delivered to the Association for inclusion in the minutes for filing in the corporate records.

3.17 Telephonic Participation. One or more directors may participate in and vote during any meeting of the Board by telephone conference call or any other means of communication by which all directors participating may simultaneously hear each other during the meeting. Any such meeting at which a quorum participates shall constitute a meeting of the Board.

3.18 Powers. The Board of Directors shall be responsible for the affairs of the Association and shall have all of the powers and duties necessary for the administration of the Association's affairs and, as provided by law, may do all acts and things as are not by law, the Declaration, the Articles of Incorporation of the Association, or these Bylaws directed to be done and exercised by the members. In addition to the duties imposed by these Bylaws or by any

resolution of the Association that may hereafter be adopted, the Board of Directors shall have the power to and be responsible for the following, in way of explanation, but not limitation:

(a) preparation and adoption of an annual budget in which there shall be established the contribution of each member to the common expenses;

(b) making assessments to defray the common expenses and establishing the means and methods of collecting such assessments;

(c) providing for the operation, care, upkeep, and maintenance of all areas which are the maintenance responsibility of the Association;

(d) designating, hiring, and dismissing the personnel necessary for the operation of the Association and, where appropriate, providing for the compensation of such personnel and for the purchase of equipment, supplies, and material to be used by such personnel in the performance of their duties;

(e) collecting the assessments, depositing the proceeds thereof in a bank depository which it shall approve, and using the proceeds to administer the Association;

(f) making and amending rules and regulations;

(g) opening of bank accounts on behalf of the Association and designating the signatories required;

(h) enforcing by legal means the provisions of the Declaration, these Bylaws, and the rules and regulations adopted by it, and bringing any proceedings which may be instituted on behalf of or against the members concerning the Association;

(i) obtaining and carrying insurance against casualties and liabilities, as provided in the Declaration, and paying the premium cost thereof;

(j) keeping books with detailed accounts of the receipts and expenditures of the Association and the actions thereof, and specifying the maintenance and repair expenses and any other expenses incurred; and

(k) authorization of contracts on behalf of the Association.

3.19 Management Agent. The Board of Directors may employ for the Association a professional management agent or agents at a compensation established by the Board of Directors to perform such duties and services as the Board of Directors shall authorize. The Declarant, or an affiliate of the Declarant, may be employed as managing agent or manager. The term of any management agreement shall not exceed one (1) year and shall be subject to termination by either party, without cause and without penalty, upon ninety (90) days' written notice. The Board of Directors shall not delegate any power or authority of the Board to the managing agent or any other Person.

3.20 Borrowing. The Board of Directors shall have the power to borrow money without the approval of the members of the Association; provided, however, except as otherwise provided in the Declaration, the Board shall obtain membership approval in the same manner as for special assessments, in the event that the total amount of such borrowing exceeds or would exceed ten percent (10%) of the annual budget of the Association.

3.21 Fining and Suspension Procedure. Notwithstanding any provision in the Declaration or these Bylaws to the contrary, the Board shall not impose a fine (a late charge shall not constitute a fine) or suspend a member's privileges or services provided by the Association unless and until the following procedure is followed:

(a) Notice. Written notice shall be delivered to the member by first class or certified mail sent to the address of the member shown on the Association's records, specifying:

(1) the nature of the violation, the fine or suspension to be imposed and the date, not less than ten (10) days from the date of the notice, that the fine or suspension will take effect;

(2) that the violator may, within ten (10) days from the date of the notice, request a hearing regarding the fine or suspension imposed;

(3) the name, address and telephone numbers of a person to contact to challenge the fine or suspension;

(4) that any statements, evidence, and witnesses may be produced by the violator at the hearing; and

(5) that all rights to have the fine or suspension reconsidered are waived if a hearing is not requested within ten (10) days of the date of the notice.

(b) Hearing. If a hearing is requested, it shall be held before the Board of Directors in executive session, and the violator shall be given a reasonable opportunity to be heard. The minutes of the meeting shall contain a written statement of the results of the hearing. No fine in excess of one hundred dollars (\$100.00) per day for each day more than five (5) days after the decision that the violation occurred shall be imposed by the Board of Directors.

#### Article 4 Officers

4.1 Officers. The officers of the Association shall be a President, Vice President, Secretary, and Treasurer. Any two (2) or more offices may be held by the same Person, excepting the offices of President and Secretary. The President and Treasurer shall also be directors.

4.2 Election, Term of Office, and Vacancies. Except during the period in which the Declarant has the right to appoint the officers of the Association, the officers of the Association

shall be appointed annually by the Board of Directors at the first meeting of the Board of Directors following the election of directors. A vacancy in any office arising because of death, resignation, removal, or otherwise may be filled by the Board of Directors for the unexpired portion of the term. The Association shall publish the names and addresses of the officers of the Association within thirty (30) days of their election.

4.3 Additional Officers and Agents. The Board of Directors may appoint such other officers, including vice presidents, assistant secretaries and assistant treasurers, and agents as it shall deem necessary. Such officers and agents shall hold their respective offices for such terms and shall exercise such powers and perform such duties as shall be determined from time to time by the board of directors.

4.4 Salaries. The officers shall receive no compensation.

4.5 Removal. Except for officers appointed by the Declarant, any officer may be removed, with or without cause, by the Board of Directors.

4.6 President. The President shall be the chief executive officer of the Association and shall preside at all meetings of the members and directors. The immediate supervision of the affairs of the Association shall be vested in the President. It shall be the President's duty to attend to the business of the Association and maintain strict supervision over all of its affairs and interests. The President shall have the authority to prepare, execute, certify and record any amendment to the Declaration made on behalf of the Association. The President shall keep the Board of Directors fully advised about the affairs and conditions of the Association, and shall manage and operate the business of the Association pursuant to and in accordance with such policies as may be prescribed from time to time by the Board of Directors.

4.7 Vice President. The Vice President(s), if any, shall act in the President's absence or disability and shall have all powers, duties, and responsibilities provided for the President when so acting, and shall perform such other duties as shall from time to time be imposed upon any Vice President by the Board or delegated to a Vice President by the President.

4.8 Secretary. The Secretary shall keep the minutes of all meetings of the members and of the Board of Directors; notify the members and directors of meetings as provided by these bylaws and North Carolina law; have custody of the seal of the Association; affix such seal to any instrument requiring the same; attest the signature or certify the incumbency or signature of any officer of the Association; and perform such other duties as the President, or the Board of Directors may prescribe. The Secretary shall perform the duties of the Treasurer of the Association in the absence or disability of the Treasurer.

4.9 Treasurer. The Treasurer shall keep, or cause to be kept, the financial books and records of the Association, and shall faithfully account for the Association's funds, financial assets, and other assets entrusted to the Treasurer's care and custody. The Treasurer shall make such reports as may be necessary to keep the President and the Board of Directors informed at all times as to the financial condition of the Association, and shall perform such other duties as the President, or the Board of Directors may prescribe. The Treasurer shall maintain the money and

other assets of the Association in the name and to the credit of the Association in such depositories as may be designated by the Board of Directors. The Treasurer may provide for the investment of the money and other assets of the Association consistent with the needs of the Association to disburse such money and assets in the course of the Association's business. The Treasurer shall perform the duties of the Secretary of the Association in the absence or disability of the Secretary.

4.10 Resignation. Any officer may resign at any time by giving written notice to the Board of Directors. Such resignation shall take effect on the date of the receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

#### Article 5 Committees

Advisory committees to perform such tasks and to serve for such periods as may be designated by the Board or as provided in the Declaration are hereby authorized. Each committee shall be composed and shall operate in accordance with the terms of the Declaration or resolution of the Board of Directors designating the committee or with rules adopted by the Board of Directors. An advisory committee shall not be authorized to exercise any authority of the Board under the Articles of Incorporation, the Declaration, these Bylaws or the Non-Profit Corporation Law of the State of North Carolina.

#### Article 6 Miscellaneous

6.1 Fiscal Year. The fiscal year of the Association shall be the calendar year unless otherwise determined by resolution of the Board.

6.2 Parliamentary Rules. *Roberts Rules of Order* (current edition) shall govern the conduct of all Association proceedings, when not in conflict with North Carolina law, the Articles of Incorporation, the Declaration or these Bylaws.

6.3 Conflicts. If there are conflicts or inconsistencies between the provisions of North Carolina law, the Articles of Incorporation, the Declaration and these Bylaws, the provisions of North Carolina law, the Declaration, the Articles of Incorporation and the Bylaws (in that order) shall prevail.

6.4 Books and Records. The Association shall keep accurate records of all cash receipts and expenditures and all assets and liabilities. The Association shall make an annual income and expense statement and balance sheet available to all Lot Owners at no charge and within seventy-five (75) days after the close of the fiscal year to which the information relates. A more extensive compilation, review, or audit of the Associations books and records for the current or immediately preceding fiscal year may be required by a vote of the majority of the Board or by the affirmative vote of a majority of the Lot Owners present and voting in person or by proxy at any annual or special meeting of the Association duly called for that purpose.

6.5 Amendment. These Bylaws may be amended by the Board of Directors with the consent of the Declarant if such amendment is necessary to: (a) bring any provision hereof into compliance with any applicable governmental statute, rule, or regulation or judicial determination which shall be in conflict therewith; (b) enable any title insurance company to issue title insurance coverage with respect to the Lots subject to the Declaration; (c) enable an institutional or governmental lender or purchaser of mortgage loans, including, without limitation, the Federal National Mortgage Association or Federal Home Loan Mortgage Corporation, to make or purchase Mortgage loans on the Lots subject to the Declaration; or (d) enable any governmental agency or private insurance company to insure or guarantee Mortgage loans on the Lots subject to the Declaration. In addition, these Bylaws may be amended upon the affirmative vote of at least two-thirds (2/3) of the Total Association Vote and the consent of Declarant.

P:\Clients\1385\NORTH CAROLINA\Jamison's Run\Bylaws.doc

EXHIBIT "D"

Stormwater Maintenance Plan

*[STORMWATER MAINTENANCE PLAN BEGINS ON FOLLOWING PAGE]*

**OPERATIONS / MAINTENANCE MANUAL  
and BUDGET**

for

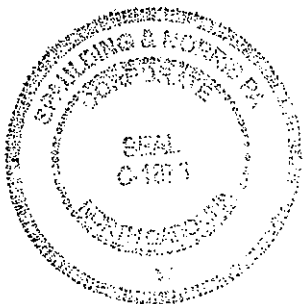
**JAMISON'S RUN SUBDIVISION**

**DRY DETENTION PONDS**

*RALEIGH, NORTH CAROLINA*

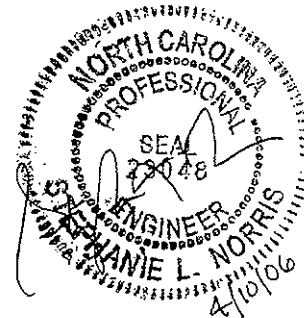
**Prepared For:**

KB Home Raleigh-Durham, LLC  
2610 Wycliff Road, Suite 102  
Raleigh, North Carolina 27607



**Prepared By:**

Spaulding & Norris, PA  
972 Trinity Road  
Raleigh NC 27607



**DATE: April 10, 2006**

**PROJECT: 589-05**



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## **PROJECT INFORMATION AND SUMMARY**

**PROJECT LOCATION:** Jamison's Run  
5720 Fox Road  
Raleigh, North Carolina

**DATE CONSTRUCTED:** 2006

**RECEIVING WATERSHED:** Neuse River

**CONTRACTOR:**

**Impoundment:** Not known at this time

**MATERIAL SUPPLIES:**

**Outlet Pipes:** Pond #1: 36 LF of 12" RCP  
Pond #2: 44 LF of 18" RCP

**Risers:** Standard NCDOT precast concrete drop inlets (2' x 2')  
See plans dated 4-07-06 for the depth of each box and the  
location of inlet and outlet pipes for each pond.

**OPERATIONS AND MAINTENANCE MANUAL AND BUDGET  
JAMISON'S RUN SUBDIVISION  
DRY DETENTION PONDS**

The following maintenance schedule shall be applied to the watershed protection devices for the Jamison's Run subdivision.. These devices consist of two dry detention ponds.

The dry detention ponds shall be constructed as part of the Jamison's Run project. The dry ponds will be considered as shared facilities between the single family lot owners and the Homeowners Association (HOA) since each lot will be individually owned and the subdivision will have an HOA in place.

Storm water from the development will be collected via storm drainage systems, which will direct the runoff into the detention ponds before discharging. The runoff from the ponds will be released into level spreaders before entering into a 50' Neuse River buffer of an existing stream located on site. The level spreaders are designed for diffuse flow only and were not used for nitrogen loading reduction.

See plans prepared by Spaulding & Norris, PA, dated April 7, 2006 for layout and design of the dry detention ponds.

## **I. MAINTENANCE OF EMBANKMENTS**

### **A. Vegetation**

The embankments will have a ground cover of fescue grass mixture, which if properly maintained will prevent erosion and provide an easy surface for inspection. Grass should be fertilized every October and April.

1. Re-Seeding - Periodically re-seeding may be required to establish grass on areas where seed did not take or has been destroyed. Before seeding, fertilizer (12-12-12) should be applied at a minimum rate of 12 to 15 pounds per 1,000 SF. The seed should be evenly sown at a rate of three pounds per 1,000 SF. The seed should be covered with soil to the depth of approximately 1/4". Immediately following the planting, the area should be mulched with straw.

2. Mowing - Grass mowing, brush cutting and removal of weed vegetation will be necessary for the proper maintenance of the embankments. All embankment slopes should be mowed when the grass exceeds 6" in height. Acceptable methods include the use of weed whips or power brush cutters and mowers.

### **B. Erosion**

Erosion occurs when the water concentrates causing failure of the vegetation or when vegetation dies and sets up the environment for rill erosion and eventually gullies from the stormwater runoff. The dams and the area around the outlet pipes should be inspected for these areas. Proper care of vegetative areas that develop erosion is required to prevent more serious damage to the embankment. Rills and gullies should be filled with suitable soil compacted and then seeded. Methods described in Section I-A, on vegetation, should be used to properly establish the grass surface. Where eroded areas are detected, the cause of the erosion should be addressed to prevent a continued maintenance problem. Frequently, problems result from the concentration of runoff to one point of the embankment crest instead of a uniform distribution of runoff. This can be corrected by reshaping the crest to more evenly distribute the runoff to areas which are not experiencing erosion problems. The top of the dams should not be allowed to be used for pedestrian or bicycle traffic.

1. Abutment Areas - The abutment is the line formed where the embankment fill comes into contact with the existing slope. Runoff from rainfall concentrates in these gutter areas and can reach erosive velocities because of the steep slopes. If a normal strand of grass cannot be maintained on the abutments, additional measures may be needed such as jute matting to provide for the establishment of a good ground cover.

2. Upstream embankment slope - Erosion problems can develop on the upstream face of the dam due to the water level fluctuation in the pond. This is a result of a combination of wave actions and ground saturation, which occurs from the elevated water levels. The erosion generally occurs as the water level falls and the saturated ground becomes subjected to the wave action. If erosion becomes a problem, it may necessitate the installation of a stone armoring along the zone subject to fluctuating water level. This would consist of 18" of NCDOT Class B stone for erosion control underlain with Mirafi 140 geotextile fabric. It should be centered at the point of the erosion problem and covering an area two feet above and below the approximate center of the eroded area.

### C. Seepage

1. Detection - Seepage may vary in appearance from a soft wet area to a flowing spring. It may show up first as only an area where the vegetation is more lush and darker green. Cattails, reeds, mosses and other marsh vegetation often become established in a seepage area. The downstream abutment areas where the embankment fill and natural ground interface are very common locations for seepage. Also, the contact between the embankment and the spillway conduit is a very common location, which is generally attributed to poor compaction around the conduit. Due to the way in which conduits are put in, this is generally most evident on the underside of the conduit. Slides may result from excessively saturated embankment slopes. The natural foundation area immediately downstream of the dam abutment should also be inspected to ensure that "piping" is not occurring underneath the embankment. "Piping" may appear as a "boil" evident as a spring carrying soil. The soil usually deposits around the boil area and is evident by the sedimentary deposits accompanying it. The movement of the water itself is not dangerous but if soil particles are being carried with it, then it can create a shortcut for the piping of soil.

### D. Cracks, Slides, Sloughing and Settlement

1. Cracks - The entire embankment should be inspected for cracks. Short, isolated cracks are usually not significant, but larger (wider than 1/4"), well defined cracks indicate a serious problem. There are two types of cracks: transverse and longitudinal.

Transverse cracks appear crossing the embankment and indicate difference of settlement within the embankment. These cracks provide avenues for seepage and piping could develop.

Longitudinal cracks run parallel to the embankment and may signal the early stages of a slide. In recently built structures, these cracks may be indicative of poor compaction or poor foundation preparation resulting in consolidation after construction.

2. Slides - Slides and slumps are serious threats to the safety of an embankment. Slides can be detected easily unless obscured by vegetation. Arch shaped cracks are indications that slides are slipping or beginning to slip. These cracks soon develop into large scarps in the slope at the top of the slide.

3. Settlement - Settlement occurs both during construction and after the embankment has been completed and placed in service. To a certain degree this is normal and should be experienced. It is usually the most pronounced at the location of maximum foundation depth or embankment height. Excessive settlement will reduce the free board (difference in elevation between the water surface and the top of the dam). Any area of excessive settlement should be restored to original elevation and condition to reduce the risk of overtopping. A relatively large amount of settlement (more than 6") within a small area could indicate serious problems in the foundation or perhaps the lower part of the embankment. Settlement accompanied by cracking often precedes the failure.

4. What to do if seepage, cracks, slides, or settlement are detected:

If any of the above items are detected there may be signs of significant problems which could lead to the failure of the structure. A geotechnical or civil engineer should be consulted regarding the origin of these problems and for the assessment of the appropriate solutions for correcting them. If the professional is not immediately able to inspect the dam, then the bottom drain should be opened and the water level lowered to remove the risk of failure until a professional can observe these problems.

#### E. Rodent Control

Generally in this urban environment, rodents are not a problem. Rodents such as ground hogs, muskrats, and beavers are attracted to dams and reservoirs and can be quite dangerous to structural integrity and proper performance of the embankment and spillway. Groundhog and muskrats thrive on burrowing in the man-made earth embankments which become pathways for seepage. In the event that burrows are detected within the dam then the rodents should be dealt with by removal.

## II. OPERATION

### A. Record Keeping

Operation of a dam should include recording of the following:

1. Annual Inspection Reports - A collection of written inspection reports should be kept on record in Section III of this manual. Inspection should be conducted annually. Copies should be provided to the City of Raleigh Stormwater Management Section of the Engineering Department.
2. Observations - All observations should be recorded. Where periodic inspections are performed following significant rainfall events, these inspections should be logged into the Periodic Inspection, Operation & Maintenance Form in Section III of this manual. Significant rainfall can be defined as a One-year storm event, or rainfall of approximately 3" in a 24 hour period.
3. Maintenance - Written records of maintenance and/or repairs should be recorded on the Periodic Inspection, Operation and Maintenance Form in Section III of this manual.
4. Other Operational Procedures - The owner should maintain a complete and up-to-date set of plans (as-built drawings) and all changes made to the dam over time should be recorded on the as-builts.

### C. Sedimentation and Dredging

Sedimentation from establishing areas tributary to the pond will eventually result in the reduction of the retention pool and eventually will have to be removed. The frequency of this sediment removal can be reduced by ensuring that the tributary areas be stabilized with a vegetative ground cover such that it restrains erosion. This would include a periodic application of fertilizer and our other treatments necessary to promote a stable ground cover and minimize sedimentation to the ponds. The maintenance on these ponds requires that when the sediment accumulates to a depth 6 inches the sediment must be removed and the original pond restored. The frequency of required sediment removal is estimated to be every five years. For aesthetic purposes it may be desirable to maintain it prior to this point. Generally the dredging process begins with the removal of as much water as is possible from the deposited silt so the material can be excavated with conventional equipment for trucking offsite. The removed material should be hauled offsite to a suitable landfill site or mounded somewhere on site and stabilized with ground cover sufficient to restrain erosion.

### **III. INSPECTION, OPERATION AND MAINTENANCE CHECKLISTS**

The slopes of the dry detention ponds shall be mowed according to the season. The maximum grass height shall be 6 inches. The dry detention outlet structures shall be kept in good working order. In the case the ownership of the dry detention ponds transfers, the current owner shall, within thirty days of the transfer of ownership, notify the City of Raleigh Engineering Dept., Stormwater Management Division of such ownership transfer. This property and the watershed protection devices are also subject to the operation and maintenance manual filed relative to this project site.

#### **MONTHLY MAINTENANCE**

1. Check and clear orifice of any obstructions.
2. Check pond side slopes; remove trash and repair eroded areas before the next rainfall.

#### **QUARTERLY MAINTENANCE**

1. Clear any trash and clear piping of any obstructions.
2. Check outlet pipes for any undercutting of impoundment. Repair if necessary.
3. Repair damaged or broken pipes.
4. Check rip rap for sediment. Remove sediment if necessary.
5. Check level spreaders and repair if necessary.

#### **SEMI-ANNUALLY**

1. Check to see if accumulation of sediment has occurred and remove accumulated sediment from bottom of detention pond as necessary to maintain full pond capacity.
2. Inspect rip-rap for movement and erosion.
3. Inspect for dam slides, cracks, rodent burrows, sloughs, seepage, and settlement. Improvements to the embankment shall be made immediately.



DRY STORMWATER DETENTION PONDS  
JAMISON'S RUN SUBDIVISION, RALEIGH, NORTH CAROLINA  
INSPECTORS

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## EXHIBIT 1

April 10, 2006

**Mr. Ben Brown**  
**City of Raleigh**  
219 Fayetteville Street  
Raleigh, North Carolina

RE: JAMISON'S RUN SUBDIVISION - SINKING FUND COST ESTIMATE & BUDGET

Dear Mr. Brown,

The following information is provided as an Engineer's Estimate for the Construction and Maintenance of watershed protection devices for the above referenced project. This information corresponds to the stormwater devices illustrated in the Construction Drawings dated April 7, 2006, and prepared by Spaulding & Norris. Stormwater runoff will be detained through the use of two dry detention ponds. Maintenance of these devices shall be in accordance with the Operation and Maintenance Manual approved by the City of Raleigh.

### CONSTRUCTION COSTS

#### Section 1 - Site Work

<u>Quantity</u>	<u>Unit</u>	<u>Description</u>	<u>Unit Price</u>	<u>Cost</u>
1	LS	Dry Pond #1 Construction	\$4,500.00	\$4,500.00
1	LS	Dry Pond #2 Construction	\$9,500.00	\$9,500.00
0.66	AC	Permanent Seed and Mulch	\$1,500.00	\$990.00
2	EA	Level Spreader	\$2,500.00	\$5,000.00
Section 1 Sub-Total:				\$19,990.00

#### Section 2 - Outlet Structure

<u>Quantity</u>	<u>Unit</u>	<u>Description</u>	<u>Unit Price</u>	<u>Cost</u>
36	LF	12" Reinforced Concrete Pipe	\$18.00	\$648.00
44	LF	18" Reinforced Concrete Pipe	\$22.00	\$968.00
1	EA	12" RC Flared End Section	\$750.00	\$750.00
1	EA	18" RC Flared End Section	\$820.00	\$820.00
2	EA	2' x 2' Concrete Riser Structure	\$1,750.00	\$3,500.00
21	TN	Class "B" Rip-Rap (Outlet Stabilization)	\$40.00	\$840.00
Section 2 Sub-Total:				\$7,526.00

Total Construction Costs: **\$27,516.00**

Note: The Unit Price for the 2' x 2' Concrete Riser Structure includes the orifices, and anti-floatation footings as detailed in the construction drawings. The Unit Price for the Class "B" Rip-Rap items include the materials and placement of filter fabric under the stone.

## **SINKING FUND CONTRIBUTION CALCULATIONS**

### **DEVELOPER CONTRIBUTION**

Note: One-time lump sum payment of 15% of the total cost of replacement from the above total construction cost.

$$\text{Initial Payment: } \$27,516 \times 15\% = \underline{\$4,127.40}$$

Note: Annual payments totalling 85% of the total cost of replacement from the above total construction cost. Two-thirds of the total cost of replacement shall be contributed over the first 5 years.

$$\$27,516 \times 0.67 = \$18,435.72 - \$4,127.40 = \underline{\$14,308.32}$$

Year 1 :	\$2,861.67
Year 2 :	\$2,861.67
Year 3 :	\$2,861.66
Year 4 :	\$2,861.66
Year 5 :	\$2,861.66

\$14,308.32
-------------

Note: Annual payments totalling 85% of the total cost of replacement from the above total construction cost. One-third of the total cost of replacement shall be contributed over the last 5 years.

Year 6 :	\$1,816.05
Year 7 :	\$1,816.05
Year 8 :	\$1,816.06
Year 9 :	\$1,816.06
Year 10 :	\$1,816.06

\$9,080.28
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## PROPOSED BUDGET

### ESTIMATED ANNUAL MAINTENANCE COSTS

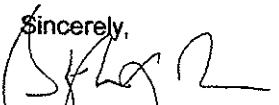
<u>Quantity</u>	<u>Unit</u>	<u>Description</u>	<u>Unit Price</u>	<u>Cost</u>
1	LS	Liability Insurance	\$200.00	\$200.00
1	LS	Inspection and Record Keeping	\$500.00	\$500.00
1	LS	Mowing and Trash Removal	\$1,000.00	\$1,000.00
1	LS	Sediment Removal (Pond and Rip-Rap)	\$200.00	\$200.00
1	LS	Annual Over-seed and Fertilizer	\$300.00	\$300.00

Total Annual Maintenance Costs: **\$2,200.00**

Per Section 1.7-Maintenance of the City of Raleigh Stormwater Management Manual, the Developer shall enter into an agreement with the City of Raleigh regarding the operation and maintenance of stormwater control facilities. The Developer must establish an escrow account, whose length of time to fund and fund amount may vary depending on the design and materials of the stormwater control device. The City shall determine the fund amount and length of time to fund.

Please advise if you have any questions. Please contact me at (919) 854-7990.

Sincerely,



Stephanie L. Norris, PE  
Spaulding & Norris, PA