



Town of Clayton
Town Council Work Session Agenda
Monday, December 5, 2022 @ 3:00 PM
Rotary Room, Town Hall
111 E. Second Street

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. ITEMS FOR DISCUSSION

- a. Mass Communications/Data Voice Presentation (1 Hour, 15 Minutes)
Presenters: Ron Bentley, Data Voice, Director of Sales and Product Management, Amy Shearin, Emergency Management Coordinator and Nathanael Shelton, Communications Officer
- b. Strategic Plan Follow Up/Setting Interim Goals (30 Minutes)
Presenter: Dolores Gill, Deputy Town Manager
- c. Advisory Board Appointment Discussion (5 Minutes)
 - Board of Adjustment
 - Planning Board
 - Library Advisory Board
 - Recreation Advisory Board*Presenter:* Heidi Holland, Town Clerk
[Advisory Board Appointment Discussion - Pdf](#)
- d. Hold for Potential Closed Session (15 Minutes)

4. ADJOURNMENT

- a. Adjourn
POTENTIAL ACTION: Motion to Adjourn



Town Council Work Session Agenda Cover Sheet

Meeting Date

December 5, 2022

Agenda Location

ITEMS FOR DISCUSSION

Item Title

Advisory Board Appointment Discussion

Presenter(s)

Heidi Holland, Town Clerk

Suggested Action

Other - Discussion Only

Strategic Priorities Alignment



Think Clayton
(Administrative)



Think Arts &
Culture



Think
Downtown



Think
Economic
Development



Think Land
Use &
Housing



Think
Mobility



Think Parks,
Recreation
& Natural
Resources



Think Public
Services &
Infrastructure

Public Hearing: No - Legislative

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

- ☐ Public Hearing (Required by GS)
- ☐ Newspaper Notice (Required by GS)
- ☐ Public Forum/Input Session
- ☐ E-News Distribution
- ☐ Social Media
- ☐ Special Mailing

- ☐ Public Hearing (Not Required by GS)
- ☐ Newspaper Notice (Not Required by GS)
- ☐ Press Release
- ☐ Website
- ☐ Survey
- ☐ None Required

Summary

We have four Advisory Boards with several upcoming terms expiring. The vacancies were advertised, applications were received, and interviews were held. Board Liaison, Board Staff Member and the Board Chair were part of the interview process. Below are the names that are being recommended for appointment at the December 19th, Regular Council Meeting.

Board of Adjustment

BOA2 Rebecca Berry (In-Town) Term Expiring 12/31/2025

BOA5 Marty Bizzell (ETJ) Term Expiring 12/31/2025

Planning Board

PB9 Jodie Dupree (ETJ) Term Expiring 12/31/2025

PB7 Derrick Applewhite (In-Town) Term Expiring 12/31/2025

Library Advisory Board

LA7 Lucy Bianchi (In-Town) Term Expiring 12/31/2025

Recreation Advisory Board

REC3 Travis Crowder (In-Town) Term Expiring 12/31/2025

REC5 Emily Beddingfield (In-Town) Term Expiring 12/31/2025

REC11 Natasha Ellis-Smith (In-Town) Term Expiring 12/31/2025

Funding Source

N/A

Corresponding Documentation

[BOA](#)

[Library](#)

[Parks & Rec.](#)

[Planning](#)

Submitted By: Heidi Holland, Clerks

Reviewed By:

Heidi Holland, Town Clerk

Approved - Nov 29 2022

Rich Cappola, Town Manager

Approved - Nov 29 2022



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-21-9

Received Date: November 12, 2021

Application Type: Clayton Planning Board

Name:

Rebecca Berry

☐ Male

☒ Female

Phone Number:

9195226243

Email:

rebeccaberry@gmail.com

Address:

315 N. Church St., Clayton, NC, 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Lenght of residency:

15.9 years

Do you live in Clayton Corporate Limits?

yes

How did you find about this board?

Website

Eployment Status:

Employed

Employer:

Wake Tech Community College

Outline your qualifications and why you wish to serve on the board you indicated:

I possess a doctorate in Adult and Community College Education and have participated in strategic planning efforts for my employer, Wake Tech While I have no town planning experience, I am an avid researcher and enjoy learning about the impact of economic development on all our town's residents. I also appreciate the efforts of our town to balance growth and stability.

Living on the North side of downtown Clayton for more than 15 years, I possess an understanding of the diversity of our residents and can contribute thoughtfully to inclusive planning efforts. My approach is to research, thoughtfully consider, and collaborate before making a decision that may have significant impact. My opinions are secondary to data-informed decisions.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

Please list any current or previous service to the community, civic organizations, activities and any special talents:

I briefly served on a Downtown Development committee under Bruce Naeglin many years ago. For my employer, I helped to develop our institution's five year strategic plan. Additionally, my doctoral education included coursework on strategic planning, workforce development, continuous improvement, and change management.

Printed Name:

Rebecca Berry



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-60

Received Date: October 6, 2022

Application Type: Board of Adjustment

Name: Marty Bizzell

- ☒ Male
☐ Female

Phone Number: 919-631-4493

Email: marty.bizzell@bnkinc.com

Address: 1026 Brookhill Drive, Clayton, NC, 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 30 Years

Do you live in Clayton Corporate Limits? no

Do you live in ETJ? yes

How did you find about this board? Website

Employment Status: Employed

Employer: Bass, Nixon and Kennedy - Consulting Engineers

Please list any experience, education and/or work experience you have relevant to the board you are applying for:

I hold a Bachelor's of Science Degree from N.C. State University and am a licensed professional engineer in N.C. with over 30 years of experience in land development experience. I have worked 15 years with the City of Raleigh and 20 years in the private sector all dealing with land development ordinances, design and permitting. I have also served on the Town of Clayton Planning Board for 12 years and have served for approximately 1.5 years on the Clayton Board of Adjustment serving as Chairman of the Board.

Outline your qualifications and why you wish to serve on the board you indicated:

During my professional career, I have worked on development projects from concept to construction working with municipalities and boards across the Triangle to gain approvals for subdivisions, shopping centers, apartment and commercial projects. Many of the approvals included special use permits, rezoning, preliminary site and subdivision approvals. This experience has been valuable in serving on the board. My 1.5 years serving on the Board of Adjustment has been invaluable and the experience I have gained as Chair has better prepared me to serve on the Board specially in a quasi-judicial setting.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

If Yes, please explain

N/A

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Town of Clayton Planning Board - 12 Years
Clayton Chamber of Commerce Member - Former Board of Directors, currently serving on the Economic Development Committee.
Clayton Rotary Club - Past President
Clayton Growth Plan Steering Committee
Town of Clayton Sesquicentennial Committee
Town of Clayton UDC Re-Write Steering Committee

Printed Name:

Marty D. Bizzell



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-51

Received Date: August 17, 2022

Application Type: Hocutt-Ellington Memorial Library Advisory Board

Name: Lucy Bianchi

- ☐ Male
☒ Female

Phone Number: 602-326-0153

Email: LeeBear602@aol.com

Address: 67 Bellefield Lane , Clayton , NC, 27527

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 9 years

Do you live in Clayton Corporate Limits? yes

Do you live in ETJ? no

How did you find about this board? Facebook

Employment Status: Retired

Please list any experience, education and/or work experience you have relevant to the board you are applying for:
Former educator and tutor and human resource professional
2 years working as a student assistant in Waynesburg College Library
Substitute as librarian in Cerritos School in Kyrene Schools, Phx., AZ

Outline your qualifications and why you wish to serve on the board you indicated:
I'm an avid reader who has always availed myself of opportunities in public libraries. They are the hub of communities providing recreation, instruction and disseminating information. It is where we house knowledge and opportunity. Libraries open the world to children, provide entertainment, instruction and access to ever changing technologies, especially for seniors and the disabled. I would welcome being able to help further the goals of our local library and serve our community.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Bilingual English/Spanish.

Printed Name:

Lucy Bianchi



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-58

Received Date: October 5, 2022

Application Type: Recreation Advisory Board

Name: Travis Crowder

- ☒ Male
☐ Female

Phone Number: 9139482223

Email: tcrowder4466@gmail.com

Address: 694 Randolph Drive, Clayton, NC, 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 6 years

Do you live in Clayton Corporate Limits? yes

Do you live in ETJ? no

How did you find about this board? Other

Employment Status: Employed

Employer: Scriptpro

Please list any experience, education and/or work experience you have relevant to the board you are applying for: Already have 5 years on the Rec Board. My job consists of me finding solutions and fixes to issues. I feel confident I can do the same for the town of Clayton.

Outline your qualifications and why you wish to serve on the board you indicated: I'm a Clayton Resident and someone who cares about the community. I grew up in Wendell and the Rec department was a big influence on my life. I would like the opportunity to give back.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Clayton Rec Board Since 2017

Printed Name:

Travis L Crowder



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-59

Received Date: October 6, 2022

Application Type: Recreation Advisory Board

Name: Emily Beddingfield

- ☐ Male
☒ Female

Phone Number: 321-795-7413

Email: emilybeddingfield@gmail.com

Address: 217 W Stallings St, Clayton, NC, 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 9 years

Do you live in Clayton Corporate Limits? yes

Do you live in ETJ? no

How did you find about this board? Other

Employment Status: Part-time

Employer: Lipscomb Development

Please list any experience, education and/or work experience you have relevant to the board you are applying for: Current member and Chair of the Parks and Recreation Advisory Board

Outline your qualifications and why you wish to serve on the board you indicated: I have been a member of the Parks & Rec Board for multiple terms, and feel that I have been able to provide valuable input into decisions about our parks and recreation department and programs. I am an urban planner and so can bring unique insight to the Board. I am excited to help kick off and complete the updated Parks and Recreation Master Plan.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Parks and Recreation Advisory Board, PTA, volunteer with various Town stakeholder committees

Printed Name:

Emily Beddingfield



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-50

Received Date: August 17, 2022

Application Type: Recreation Advisory Board

Name:

Natasha Ellis-Smith

☐ Male

☒ Female

Phone Number:

678-736-3639

Email:

natasha.ellis32@gmail.com

Address:

1643 Kenmore Drive, Clayton, NC, 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency:

16 years

Do you live in Clayton Corporate Limits?

yes

Do you live in ETJ?

yes

How did you find about this board?

Facebook

Employment Status:

Employed

Employer:

WakeMed Hospital

Please list any experience, education and/or work experience you have relevant to the board you are applying for:

Previous Board Experience (Library Advisory Board Member)
Experience planning community events

Outline your qualifications and why you wish to serve on the board you indicated:

I would love a chance to serve on the recreation Advisory because they need passionate individuals who want to further park and recreation initiatives in a community. As a someone who has planned special events for her sorority and other organization, this would be a chance to use my planning skills to promote parks, recreational facilities, and recreation programs within my community. I

would love the chance to enhance the quality of life in my community by providing the best possible recommendations concerning recreational policies, facilities, finances, programs for its citizens. While serving on the Library Advisory Board in clayton, I was able to help enhance the library by assisting with deciding on technological advances that would make a difference for the community. I would like a chance to assist with the enhancement of the quality of life for the citizens of clayton. I believe my organizational and technical skills will be a needed asset to this board.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

If Yes, please explain

N/A

Please list any current or previous service to the community, civic organizations, activities and any special talents:

NPHC of Greater Raleigh
NAACP of Johnston County
Past member of Library Advisory Board
Zeta Phi Beta Sorority, Inc. Chi Xi Zeta Chapter Clayton, NC

Printed Name:
Natasha Ellis-Smith



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-61

Received Date: October 10, 2022

Application Type: Clayton Planning Board

Name: Jodie Dupree

- ☒ Male
☐ Female

Phone Number: 9192357379

Email: jodie.dupree@sci-us.com

Address: 380 Riverwood Dr., Clayton, NC, 27527

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 52 years

Do you live in Clayton Corporate Limits? no

Do you live in ETJ? yes

How did you find about this board? Other

Employment Status: Employed

Employer: SCI-McLaurin Funeral Home

Please list any experience, education and/or work experience you have relevant to the board you are applying for:

My current position with my employer is Managing Director for Dignity Memorial. Our company is the largest owner of funeral homes, cemeteries and crematories in North America. In my position I am responsible for the day to day operations of nearly 50 locations in North and South Carolina. I am regularly involved in the development and construction of new funeral facilities and as such I have dealt with a number of planning boards in multiple jurisdictions and have become very familiar with the processes required to work effectively with city and county governments and as well as spending a great deal of my time as my company's representative working with the NC Legislature on various issues relative to my profession.

Outline your qualifications and why you wish to serve on the board you indicated:

I am currently serving on the Clayton Planning Board and would love to continue to be on the board. I feel that this first year on the board has taught me much about the process and I have gained experience and insight on being a good board member and I want to continue in that capacity. I am also enjoying being part of the codify Clayton team and want to continue on the planning board in order to continue helping with this process.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Current Clayton Planning Board member.
Previous Downtown Development Association Member
Personally purchased and decorated the very first Christmas Tree for Clayton in 1990 and at that time it was placed on the corner next to the Library.

Printed Name:

Jodie D. Dupree



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-63

Received Date: October 10, 2022

Application Type: Clayton Planning Board

Name: Derrick Applewhite

- ☒ Male
☐ Female

Phone Number: 9193333659

Email: derrickapplewhitejr@gmail.com

Address: 302 Moore St, Clayton, NORTH CAROLINA (NC), 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 3 mo

Do you live in Clayton Corporate Limits? yes

Do you live in ETJ? no

How did you find about this board? Other

Employment Status: Employed

Employer: NC League of Municipalities

Please list any experience, education and/or work experience you have relevant to the board you are applying for:

Work Experience:
Grassroots Associate - Government Affairs, NC League of Municipalities (Oct 2021 - Current)
Planning Technician - Development Review, Town of Garner (Oct 2020 - Oct 2021)

Civic/Volunteer Experience:
Committee Member, Johnston County Comprehensive Land Use Plan Update Steering Committee (April 2021 - Current)
Board Member, Johnston-Lee-Harnett Community Action (Aug 2021 - Current)
Board Member, Friends of Johnston County Parks (Oct 2020 - Current)

Education:

Master of Public Administration, Ohio State University (2018-2020)
Bachelor of Science in Parks, Recreation, & Tourism Management, NC State University (2014-2018)

Outline your qualifications and why you wish to serve on the board you indicated:

Over the past several years, I have committed to learning the complexities of government at the local level, first with the Town of Garner as a Planning staff member, and now as an advocate with the NC League of Municipalities. In my training with Garner, I was able to review hundreds of permits, conduct planning inspections, and learn a great deal about the development review process, zoning, and the important work of advisory boards including Planning and Board of Adjustment. As I transitioned to my role with the League, I have gained a broader understanding of the function of local government planning. In fact, we advocate for communities to drive local decision making through their ordinances, and with the insights from community members and elected officials.

Although I'm new to the Town of Clayton corporate limits, Clayton has always been a staple in my life and the lives of my family. I am prepared to learn the nuances of the UDO, including new and proposed change that are forthcoming, while ensuring the character of Clayton remains as growth and development continues. Given the opportunity to serve in this vital role, I am committed to ensuring the Clayton community thrives for generations to come.

With a background in local government and a passion for public service, I look forward to serving on the Town of Clayton Planning Board.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

If Yes, please explain

N/A

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Civic/Volunteer Experience:

Committee Member, Johnston County Comprehensive Land Use Plan Update Steering Committee (April 2021 - Current)
Board Member, Johnston-Lee-Harnett Community Action (Aug 2021 - Current)
Board Member, Friends of Johnston County Parks (Oct 2020 - Current)

Special Talents:

- Professional experience in local government development review processes and procedures
- Keen understanding of NCGS Chapter 160D and it's local implications
- Background in local government advocacy
- Amateur Juggler

Printed Name:

Derrick Applewhite Jr.