



**The Town of Clayton
Downtown Development Association Advisory Board
Minutes
Monday, February 12, 2018 @ 6:30 PM
GS 223 - Clayton Town Hall**

BOARD MEMBERS PRESENT:

James Lipscomb
Kimberly Lawter
Heidi-Lee Peach
Betsy Grannis
Tony Johnson
Scott Hadding
Linda Edwards

STAFF PRESENT:

Kaitlin Russo, Downtown Development
Coordinator
David DeYoung, Economic Development
Director
Brittany Parks, Administrative Support
Specialist
Michael Grannis, Mayor Pro-Tem
Bobby Bunn, Councilman

MEMBERS ABSENT:

Jessica Lloyd
Temple Phipps
Amanda Hilburn

1 CALL TO ORDER

- a) Mr. Lipscomb called the meeting to order at 6:31 p.m.

2 ADJUSTMENT OF THE AGENDA

- a) Mr. DeYoung added a request for time change in future meetings.

3 OLD BUSINESS

- a) Main Street Conference Update
Presenter: Kaitlin Russo, Downtown Development Coordinator

Ms. Russo mentioned she needed vest sizes from volunteers and needed to know which sessions everyone for the Main Street Conference they wanted to be registered for.

ACTION: None- Informational Only

4 NEW BUSINESS

- a) Approval of January 8, 2018 Minutes

ACTION: Approval of January 8, 2018 DRAFT Minutes

Motion: Board Member Grannis

Second: Board Member Peach

Vote: Unanimous

b) Time Change Request for Future Meetings

Presenter: *Dave DeYoung*, Economic Development Director

Mr. DeYoung asked the board their opinion of moving the meeting time to 6:00 p.m. for future meetings. The board agreed that starting in March all meetings would start at 6:00 p.m.

c) Main Street Streetscape Master Plan

Presenter: Stewart Engineering

Stewart Engineering gave a brief overview of the Main Street Streetscape Master Plan. They were available to address any concerns. The major concern of the group was the parking issue. Michael Grannis, Bobby Bunn, Betsy Grannis, James Lipscomb, and Tony Johnson all made comments that it was a great start to the plan but they would like to see how the parking issues are going to be addressed in the future. Michael Grannis requested that every parking space that is removed, there be one and a half put somewhere else. Mr. DeYoung answered many of the concerns and gave some of the scenarios for additional parking in the future.

ACTION: None- Informational Only

5 REPORTS

a) Downtown Development Director

Presenter: Kaitlin Russo, Downtown Development Coordinator

There was no report given.

ACTION: None- Informational Only

b) Financial Report

Presenter: Jessica Lloyd, Treasurer

Due to Mrs. Lloyd's absence there was no financial report.

ACTION: None-Informational Only

c) Promotion Committee Chair

Presenter: Kim Lawter, Vice-President

There was no report given.

- ACTION:** None-Informational Only
- d) Economic Committee Chair
Presenter: Besty Grannis

There was no report given.

- ACTION:** None-Informational Only
- e) Design Committee Chair
Presenter: Heidi-Lee Peach, Secretary

There was no report given.

ACTION: None-Informational Only

6 OTHER BUSINESS

7 ADJOURN

- a) With there being nothing further, the meeting was adjourned at 7:47 p.m.

James Lipscomb, Chair

ATTEST:

Brittany Parks, Clerk to the Board