



Town of Clayton
Downtown Development Association Advisory Board Agenda
Monday, July 11, 2022 @ 6:00 PM
Wooten - Town Hall

1. CALL TO ORDER

2. ADJUSTMENT OF THE AGENDA

3. APPROVAL OF MINUTES

- a. No minutes to approve since June meeting was canceled, May minutes were approved via email

4. OLD BUSINESS

- a. Reminder of deadline for 2023 Concert Suggestions
[year of the trail resolution 1 27 2023](#)

POTENTIAL ACTION: Provide all suggestions to Justin Doan
[jdoan@townofclaytonnc.org] by July 30

5. NEW BUSINESS

- a. Introduction of new board members
- b. Orientation Powerpoint
[DDA OrientationOverview ppt](#)

POTENTIAL ACTION: Informational - expectation setting for the new year

- c. September Family Night

POTENTIAL ACTION: Discuss Movie Options

6. STAFF REPORTS

- a. Downtown Strategic Plan Kick Off

POTENTIAL ACTION: Informational

7. COMMITTEE REPORTS

- a. Economic Vitality
Presented by Lydia Davis, Economic Development Specialist, in absence of committee chair

- b. Design
Presented by Chair, David Millican
[Clayton Steakhouse_Facade Grant Application Packet](#)

POTENTIAL ACTION: Clayton Steakhouse Facade Grant Approval

- c. Organization
 Presented by Chair, Matthew Kagel
- d. Promotions
 Presented by Chair, Erin Belcher

8. PUBLIC COMMENTS

9. ADJOURN

2023 The Year of the Trail

The NC General Assembly has designated 2023 the “Year of the Trail”. Clayton is blessed to have many trails including both a State Trail in the Mountains to the Sea Trail and the East Coast Greenway running through our downtown. We are home to some of the region’s best mountain biking through our partnership with the Triangle Land Conservancy as well as many hiking trails in parks and other natural areas. Perhaps our greatest asset is the connections these trails provide from our parks to our library and downtown. Few communities in the nation have these and so much more connected by both state and national trails. Clayton trails connect our residents and visitors to where they live, work, and play.

Many communities across the state are seeking a declaration of 2023 as the Year of the Trail. We would like to take it a step further and request that Clayton Town Council additionally declare May 2023, the Month of the Trail. In partnership and cooperation, the Parks, Library, Planning and Economic Development Departments, with support, leadership, and volunteers from their respective advisory boards will shine a bright light on the trails and trail use with events in the month of May. Events will include guided hikes, movies, a 5k and more.

Resolution

2023 YEAR OF THE TRAIL PROCLAMATION

WHEREAS, The Town of Clayton’s natural beauty is critical to its residents’ quality of life, health, and economic wellbeing; and

WHEREAS, the trails that span across our community are an integral part of the recreational and transportation possibilities of our area and promote an enjoyment of scenic beauty by our residents and our visitors; and

WHEREAS, the parks, greenways, trails and natural areas in our community are welcoming to all and provide a common ground for people of all ages, abilities and backgrounds to access our rich and diverse natural, cultural, and historic resources; and

WHEREAS, The Town of Clayton’s natural assets and resources are integral to disaster recovery and resiliency to climate change for future generations; and

WHEREAS, The Town of Clayton’s nature trails vary from The Mountains to Sea Trail and East Coast Greenway to mountain bike single-track; and

WHEREAS, trails offer quality-of-life benefits to all as expressions of local community character

and pride, as outdoor workshops for science education, as tools for economic revitalization, as free resources for healthy recreation, as accessible alternative transportation, and as sites for social and cultural events; and

WHEREAS, The Town of Clayton is actively working become known a trail town; and

WHEREAS, the North Carolina General Assembly designated 2023 as the Year of the Trail in North Carolina to promote and celebrate the state’s extensive network of trails that showcase our state’s beauty, vibrancy and culture; and

WHEREAS, North Carolina is known as the “Great Trails State;”

NOW, THEREFORE, I, Mayor Jody McLeod, do hereby proclaim 2023 as "THE YEAR OF THE TRAIL" and May 2023 “The Month of the Trail” in Clayton, North Carolina, and commend its observance to all people.



CLAYTON DOWNTOWN DEVELOPMENT ASSOCIATION

BOARD MEMBER ORIENTATION
July 2022



DDA 501(C)3

"THE CORPORATION"

CORE FUNCTIONS

01

Board Governance (executive board structure)

02

Fiduciary Duties (insurance, bills, invoices, tax fillings, etc.)

03

Contracts and Sponsorships (alcohol & merch sales, events sponsors, vendors, etc.)

The purpose of the corporation is to operate exclusively for charitable and educational purposes that relate to the purpose or issues identified by the board.

Executive Committee Officer Positions:

1. President: _____
2. Vice President: _____
3. Treasurer: _____
4. Secretary: _____
5. Past President/Officer at Large: _____

[Comprised of board members OR those that would have board eligibility]

[One year Terms - Nominated & approved each year by majority vote of the DDA Advisory Board]



**OFFICER POSITIONS TO BE
VOTED ON BY AUGUST MEETING**

DDA ADVISORY BOARD

The **purpose** of the Board is to support the corporation (501c3) and advise Town Council on issues which impact the Downtown District, including:

01 Preserving and enhancing the character of the Clayton's Downtown District;

02 Protecting the historic significance of the buildings, facilities, and spaces within the Downtown District;

03 Educating citizens and business stakeholders about the value of the Downtown District;

04 Promoting the Downtown District as a place to invest;

05 Serving as a review and advisory committee to the Town of Clayton Town Council;

06 And implementing projects that enhance and protect the Downtown District.

ADVISORY BOARD MEMBERS

An 11-member Town Council appointed advisory board that includes:

- Town residents (inside town limits)
- Business persons with interests in the Downtown District
- Property owners within the Downtown District
- Or other persons with knowledge or abilities deemed beneficial to the purpose of the board by Town Council

2022-2023 Members:

Ex-Officio Member:
Porter Casey, Council Member

Staff Liaisons:
Lydia Davis, Economic Development Specialist
Patrick Pierce, Economic Development Director

Christi Thompson

- Term Expires: June 30, 2023, Serving Since: July 2020

Lila Rieber

- Term Expires: June 30, 2023, Serving Since: February 2022

Stephanie Matos

- Term Expires: June 30, 2023, Serving Since: February 2022

Jacob Parente

- Term Expires: June 30, 2024, Serving Since: June 2021

Jasmeen Calhoun

- Term Expires: June 30, 2024, Serving Since: June 2021

Paul Auclair

- Term Expires: June 30, 2024, Serving Since: June 2021

Matthew Kagel

- Term Expires: June 30, 2024, Serving Since: June 2021

Erin Belcher

- Term Expires: June 30, 2025, Serving Since: July 2019

John David Millican

- Term Expires: June 30, 2025, Serving Since: July 2019

Katie Spalding

- Term Expires: June 30, 2025

Greg Adamson

- Term Expires: June 30, 2025

ADVISORY BOARD

CORE FUNCTIONS

- 01** Advocate and Promote Programs
- 02** Work with Town Staff to Solidify Ideas
- 03** Review project proposals from committees (ex: facade grants)
- 04** Recommend proposals to Town Council for review/approval
- 05** Keep Town Council apprised of happenings in Downtown

Advisory Board members are appointed for 3 year terms.

Each year, a Chair and Vice Chair should be voted on, as well as 4 committee chairs. Each board member should serve on at least 1 committee. Committees can also have members that are not board members.

ORGANIZATION

ECONOMIC VITALITY

PROMOTIONS

DESIGN

**CHAIR, VICE CHAIR AND
COMMITTEE POSITIONS TO BE
VOTED ON BY AUGUST MEETING**

DDA COMMITTEES

Organization

Functions:

- Member Engagement
- Succession & Transitional Planning
- Volunteer Recruitment & Outreach
- DDA 501(c)3 Corporation Oversight

Members:

1. CHAIR: Matthew Kagel, Advisory Board
2. _____, Advisory Board Chair
3. Jacob Parente, Advisory Board
4. Greg Adamson, Advisory Board
5. Judy Ryan, Volunteer & 501c3 Treasurer
6. Sean Record, Volunteer

Economic Vitality

Functions:

- Develop Economic Partnerships
- Manage Advocate Program & Initiatives
- Work with Town Staff to coordinate business outreach & education

Members:

1. CHAIR: Christi Thompson, Advisory Board
2. Paul Auclair, Advisory Board
3. Katie Spalding, Advisory Board
4. Michael Budaczeiski, Volunteer
5. Timpla Stewart, Volunteer

Promotions

Functions:

- Event creation, Planning, and Implementation in Partnership with Special Events Coordinator
- Promote Downtown as Destination
- Social media content creation

Members:

1. CHAIR: Erin Belcher, Advisory Board
2. Jasmeen Calhoun, Advisory Board
3. Stephanie Matos, Advisory Board
4. Gabriella Terry, Volunteer
5. Heather Madden, Volunteer
6. Ana Garcia, Volunteer
7. Sadie Brown, Volunteer

Design

Functions:

- Promote and Educate downtown on facade grant program and historic downtown initiatives
- initial review of facade grant applications and recommendations

Members:

1. CHAIR: David Millican, Advisory Board
2. Lila Reiber, Advisory Board
3. Jacob Parente, Advisory Board
4. Heidi Peach, Volunteer
5. _____, Volunteer

Appointments to be
voted on by August
Meeting

COMMITTEE MEETINGS

Fourth week of every month

PROMOTION

Last Tuesday of every month 12:30pm-1:30pm via Teams

ORGANIZATION

Last Tuesday 5pm-6pm at First Street Tavern

DESIGN

Last Tuesday at every month 6pm-7pm at First Street Tavern

ECONOMIC VITALITY

Last Wednesday of every month 6pm-7pm at First Street Tavern

ADVISORY BOARD MEETINGS

Second Monday of Every Month 6pm-7pm

DDA Advisory Board meetings run in like other boards and committees in the Town.

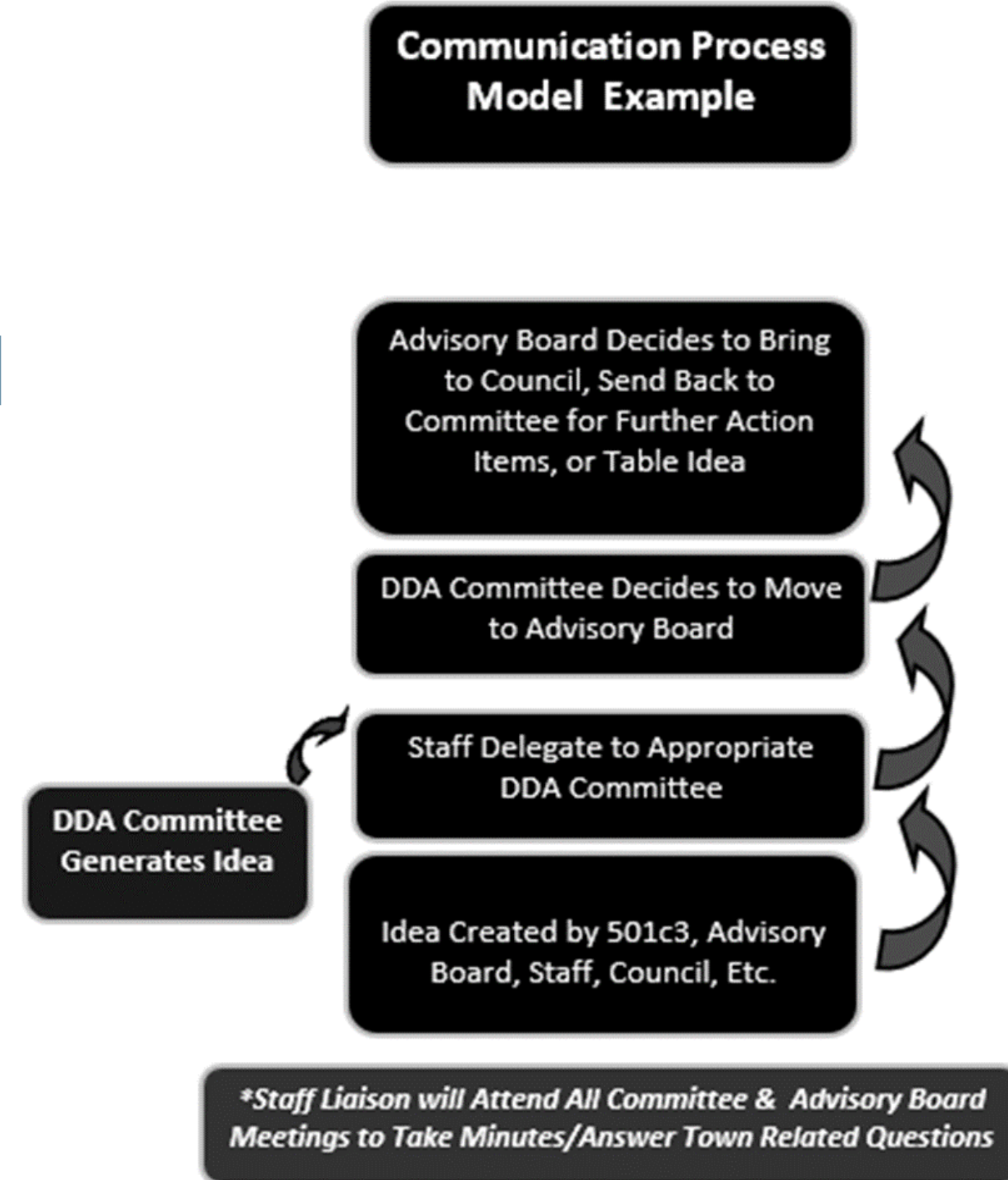
Meetings are led by the Advisory Board Chair (or Vice Chair, if necessary) with Town staff present to provide technical information, as necessary.

The operational goals of the meeting are to:

- receive updates on committee activity and provide direction for future work, if necessary;
- review and approve committee recommendations from the previous month (e.g. façade grants, promotions or event proposals, presentations, and actions for potential Council consideration);
- provide Town staff an opportunity to share information and receive feedback on issues specific to Downtown.

These meeting are open to the public, recorded and subject to public records requests.

COMMUNICATION MODEL



ADVISORY BOARD EXPECTATIONS

A few reminders for Advisory Board members:

- All board members are expected to attend regular and special called meetings. Failure to attend three consecutive meetings without notice of absence shall result in removal from the Board and shall require no action beyond notification to Town Council of the need for appointment of a new board member to an unexpired term.
- Each board member must serve on at least one DDA committee, which meets monthly separate from the DDA Advisory Board meeting
- The chair of each committee should be a board member
- One board member must be present at all times during events at which the DDA booth is set up due to the transactional nature of the events (Important to understand that money collected is going to the DDA 501c3 corporation)
- Each board member should be prepared to volunteer at a minimum of one event per month, when applicable. For example, during the main event season (April-September) there are an average of 4 events a month. Each volunteer shift is typically 2 hours.

ADVISORY BOARD BYLAWS



DOWNTOWN DEVELOPMENT ADVISORY BOARD

"BOARD"

MISSION: The purpose of the Board is to support the corporation and advise Town Council on issues which impact the Downtown District including matters related to historic preservation, promotion and investment, and education of businesses and citizens on the value of downtown and its unique features.

[Supports DDA 501c3 & advises council; the operational unit of the corporation]

MEMBERS: Must be town residents, business persons with downtown interests, downtown property owners or others with beneficial abilities, skills, etc. Annual Member Applications are vetted by town staff then approved by Town Council each fiscal year (by July).

OFFICER SELECTION: The Board should have a Chair and Vice Chair (or two Co-Chairs) which are appointed by majority vote of board at August meeting.

MEETINGS: Regular meeting schedule should be adopted at the beginning of the fiscal year (by July). Historically, meetings of the board are held monthly.

COMMITTEES: Four standing committees (Organization, Economic Vitality, Promotions, and Design). Each board member must serve on at least 1 committee. Each committee may also welcome members not on the board, but committee chair must be a board member.

QUORUM: Simple majority of members

TOWN LIASON: Economic Development Department Staff and Council Liaison

DOWNTOWN DEVELOPMENT ASSOCIATION, INC - 501(C)3

"CORPORATION"

MISSION: The purpose of the corporation is to operate exclusively for charitable and educational purposes that relate to the purpose or issues identified by the board.

[Financially supports the ideas, events, etc. proposed by the board; The board is appointed to assist the corporation]

POSITIONS: No members; Officers only. Positions include President, Vice President, Treasurer, Secretary and Past President. Positions are Filled by those on the board or anyone with board eligibility.

OFFICER SELECTION: Nominated by Board at August meeting and approved by Majority vote of the board and Corporation.

MEETINGS: No less than quarterly

COMMITTEES: No committees

QUORUM: Simple majority of officers

TOWN LIASON: Economic Development Director and/or their designee.





Town of Clayton
Planning Department
111 E. Second Street, Clayton, NC 27520
P.O. Box 879, Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

DOWNTOWN FAÇADE / SITE ELEMENT IMPROVEMENT GRANT

The objective of the Downtown Façade/Site Element Improvement Grant is to aesthetically improve the facades of downtown buildings and/or enhance the appearance of downtown properties.

Improvement should be limited to those that are permanent and part of the building or property. Funds will be made available on a first-come-first-serve basis to projects that meet eligibility requirements.

PROJECT INFORMATION:

Name of Project: Awning replacement
Building Address: 307 E. Main Street Parcel Tag #: _____
Project Description (use additional sheets if needed):
Repace existing awning w/ similar, new
awning

APPLICANT INFORMATION

Applicant: Clayton Steakhouse
I am the: ☐ Property Owner ☒ Tenant
Mailing Address: 307 East Main Street Clayton
Phone Number: 919-553-2299 Fax: 919-553-0434
Contact Person: Bobbi Buckler or Ryan Rubright
Email Address: claytonsteakhouse@gmail.com
Length of Time at Address: 5 yrs (us) Length of Time
14 yrs (restaurant) Remaining on Lease: 5 yrs

FOR OFFICE USE ONLY

Date Received: _____ Amount Paid: (no fee required) File Number: _____

PROPERTY OWNER INFORMATION

Name: PJS Real Estate, LLC (Paul Flaherty)
Mailing Address: 793 Balmoral St. Clayton NC 27520
Phone Number: 919 795-4287 Fax: _____
Email Address: peflaherty1@yahoo.com

REQUIRED INFORMATION (to be submitted with the application)

The following items must accompany this application.

To be completed by the applicant:	Provided?	
	Yes	N/A
1. A pre-application conference was held with Town of Clayton staff. Date: _____		
2. I understand before any work is begun on the project that this application must be reviewed and approved . Projects may not receive funding if the work was done before the application was approved.	✓	
3. Project plans, specifications or other appropriate design information. A professional architectural plan is not required.		✓
4. I have read the attached information regarding purpose, eligibility, and process, and my project meets all criteria.	✓	
5. Photograph(s) of existing conditions of the property.	✓	
6. Samples of paint and material colors to be used on improvements or signage.	✓	
7. Cost estimates for the project (minimum of two estimates are preferred).	✓	
8. Owner's Consent Form (required if applicant is not the property owner).	✓	
9. I understand I must receive all applicable permits, such as Zoning Compliance Permit, Sign Permit, and Building Permit, prior to beginning work.	✓	
10. I understand the work must be completed within the required timeframes specified and that all work is completed according to state and local building codes and ordinances, and approved, when necessary, by the proper authorities.	✓	
11. I understand that I am responsible for the maintenance of improvements described here for a period of three (3) years from the date of project completion or until such time as the building is sold.	✓	
12. I understand the improvement grant must be used for the project described in this application. I understand that failure to comply with the approved application may result in losing my eligibility to receive funds.	✓	
13. I acknowledge that the Town and CDDA are obligated only to administer the grant procedures and are not liable to the applicant, owner or third parties for any obligations or claims of any nature growing out of, arising out of or otherwise related to the project or application undertaken by the applicant and/or owner. There is no principal/agent or employer/employee relationship between the Town, the CDDA, and the applicant and/or owner.	✓	

Will be same as existing

Should be same as existing turning

APPLICANT / PROPERTY OWNER SIGNATURES

Bobbi Buckler
Applicant's Name (Print Name)

Bobbi Buckler
Signature of Applicant

5/24/2022
Date

Property Owner's Name (Print)

Signature of Property Owner

Date

Please return completed application to the Town of Clayton, Attn. Economic Development, PO Box 879, Clayton, NC 27528, or in person at the Economic Development office at 111 E. 2nd St, Clayton NC 27520.

STAFF REVIEW *(the applicant should leave this section blank)*

This application has been reviewed by the following:

Economic Development Staff:

Name (print)

Signature

Date

Comments/Conditions:

Downtown Development Association (DDA) Design Committee:

Committee Review:

Date

☐

Approved

☐

Denied

DDA Design Committee Chair:

Name (print)

Signature

Date

Comments/Conditions:



**Town of Clayton
Planning Department**
111 E. Second Street, Clayton, NC 27520
P.O. Box 879, Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

OWNER'S CONSENT FORM

Consent is required from the property owner(s) if an agent will act on their behalf. A separate form is required from each owner. Consent is valid for one year from date of notary, unless otherwise specified. All fields must be completed.

Project Name: Clayton Steakhouse Address or PIN #: _____

AGENT/APPLICANT INFORMATION:

Bobbi Buckner
(Name - type, print clearly)

307 E. Main Street
(Address)
Clayton NC 27520
(City, State, Zip)

I hereby give CONSENT to the above referenced agent/applicant to act on my behalf, to submit applications and all required materials and documents, and to attend and represent me at all meetings and public hearings pertaining to the following processes (list applicable requests):

Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify that I have authority to execute this consent form as/on behalf of the property owner. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I further agree to all terms and conditions which may be imposed as part of the approval of this application.

OWNER AUTHORIZATION:

Paul Frachery
(Name - type, print clearly)
[Signature]
(Owner's Signature)

793 Belmont St.
(Address)
Clayton N.C. 27520
(City, State, Zip)

STATE OF NC
COUNTY OF Johnston

Sworn and subscribed before me Robert H. Benson, a Notary Public for the above State and County, this the 15th day of May, 2022.

SEAL

ROBERT H. BENSON
NOTARY PUBLIC
JOHNSTON COUNTY, N.C.
My Commission Expires 11-11-2026

Robert H. Benson
Notary Public

My Commission Expires: 11/11/2026



**Town of Clayton
Planning Department**

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(Name - type, print clearly)

(Address)

(City, State, Zip)

I hereby give **CONSENT** to the above referenced agent/applicant to act on my behalf, to submit applications and all required materials and documents, and to attend and represent me at all meetings and public hearings pertaining to the following processes (*list applicable requests*):

Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify that I have authority to execute this consent form as/on behalf of the property owner. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I further agree to all terms and conditions which may be imposed as part of the approval of this application.

OWNER AUTHORIZATION:

(Name - type, print clearly)

(Address)

(Owner's Signature)

(City, State, Zip)

STATE OF _____

COUNTY OF _____

Sworn and subscribed before me _____, a Notary Public for the above State and County, this the _____ day of _____, 20____.

SEAL

Notary Public

My Commission Expires: _____



West Awning, LLC.
4670 Inwood Road
Raleigh, NC 27603
Phone: 919-801-6466
Fax: 919-772-9373
E-mail: westawning@att.net
www.westawning.com

Sales Agreement

Contract Submitted To <u>Clayton Steakhouse</u>		Date <u>9/2/20</u>
Address <u>307 East Main St.</u>		Job Name
City, State and Zip <u>Clayton NC 27520</u>		Job Location
Email		Phone <u>723-8967 Ryan Rubright</u>

West Awning, LLC. proposes to furnish and/or install according to the following terms and conditions:

Frame Color	Brackets	Motor and Drive (L/R)	Fabric	Valance Style and Height	Braid Color
steel existing		n/a	Black Canvas	31" rigid valance w/ reinforcement	n/a

patio style recover e

361" w + 124" proj + 79" td mc 31" rv.

Confirm +

- Reinforced stripe top rv
- Logo's will cost extra.

6-8 weeks +/-

Product Price	\$ 3198.00
Sales Tax	\$ 231.86
Sub-Total	\$
Installation/Shipping	\$
Total	\$ 3429.86
Deposit	\$ 1714.93
Due on Installation	\$ 1714.93

Buyer agrees to pay West Awning, LLC. the full balance of the purchase price immediately upon completion and delivery of the material and work. It is understood and agreed that title to the said property shall belong to West Awning, LLC. until the total amount of the purchase price is paid. The buyer covenants and agrees that upon his/her default by the failure to pay, West Awning, LLC. has the right to take possession of all said property and payments made by the buyer up to the time of said default. These payments shall be applied as rent and depreciation on said property during the time the property is in the buyer's possession. All material is guaranteed to be as specified and buyer shall carry necessary insurance. West Awning, LLC carries necessary Workmen's Compensation and General Liability Insurance. The buyer understands that leakage may occur with water repellent fabrics. West Awning, LLC. warrants product for quality of workmanship and defects 1 year from date of installation. All agreements are contingent upon strikes, accidents or delays beyond West Awning's control. Pricing does not include permitting or engineering, unless otherwise stated above.

ACCEPTANCE OF CONTRACT: The above prices, specifications and conditions are satisfactory and are hereby accepted. West Awning, LLC. is authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance <u>A</u>	Print Buyer Name <u>A</u>
Sales Person <u>Trevor West</u>	Buyer Signature <u>A</u>

NOTE: This contract may be withdrawn by West Awning, LLC. if not accepted within 30 days.

rcvd 9/2/2020
Updated quote per
Paul + Trevor on
5/17/2022 = \$3858.00

5/18/22, 11:10 AM

Gmail - Fw: West Awning LLC Re: Clayton Steakhouse



Bobbi Buckler <claytonsteakhouse@gmail.com>

Fw: West Awning LLC Re: Clayton Steakhouse

4 messages

Paul Flaherty <peflaherty1@yahoo.com>
To: Bobbi Buckler <claytonsteakhouse@gmail.com>

Tue, May 17, 2022 at 9:25 AM

Hello Bobbi, Hope all is well. I am forwarding the info about the awning, We need to see if the Town of Clayton will help with a façade grant.

Paul Flaherty
HTR Commercial

STATEMENT OF CONFIDENTIALITY The information contained in this email message and any attachments may be confidential and legally privileged and is intended for the use of the addressee(s) only. If you are not an intended recipient, please: (1) notify me immediately by replying to this message; (2) do not use, disseminate, distribute or reproduce any part of the message or any attachment; and (3) destroy all copies of this message and any attachments.

----- Forwarded Message -----

From: westawning <westawning@att.net>
To: Paul Flaherty <peflaherty1@yahoo.com>
Sent: Monday, May 16, 2022, 05:33:48 PM EDT
Subject: Re: West Awning LLC Re: Clayton Steakhouse

Paul,

Your revised cost for a new reinforced canvas cover on your existing steel frame will be \$3858 plus tax which includes installation. Lettering can be done for a square foot price.

Thank you,

Trevor West
West Awning, LLC
919-801-6466
westawning.com

----- Original message -----

From: Paul Flaherty <peflaherty1@yahoo.com>
Date: 5/13/22 10:42 AM (GMT-05:00)
To: Trevor West <westawning@att.net>
Subject: Re: West Awning LLC Re: Clayton Steakhouse

Thanks

Paul Flaherty
HTR Commercial

STATEMENT OF CONFIDENTIALITY The information contained in this email message and any attachments may be confidential and legally privileged and is intended for the use of the addressee(s) only. If you are not an intended recipient, please: (1) notify me immediately by replying to this message; (2) do not use, disseminate, distribute or reproduce any part of the message or any attachment; and (3) destroy all copies of this message and any attachments.

On Friday, May 13, 2022, 09:53:28 AM EDT, Trevor West <westawning@att.net> wrote:

Paul,

I found the contract from original quote in 2018 and 2020. I will revise our numbers on this and get back with you asap.

Thank you,

<https://mail.google.com/mail/u/0/?ik=ddb2b7fa9b&view=pt&search=all&permthid=thread-f%3A1733080065811685707&simpl=msg-f%3A17330800658...> 1/2

5/18/22, 11:10 AM

Gmail - Fw: West Awning LLC Re: Clayton Steakhouse

Trevor West
West Awning, LLC
919-801-6466
westawning.com

Prices do not include permitting or engineering unless noted in the above quote.

On Wednesday, May 11, 2022, 01:25:52 PM EDT, Paul Flaherty <peflaherty1@yahoo.com> wrote:

Hello Trevor, We need an updated quote for Clayton Steakhouse in Clayton. Can you help us with this?

Sent from my iPhone

Bobbi Buckler <claytonsteakhouse@gmail.com>
To: Ryan Rubright <rube719@gmail.com>

Tue, May 17, 2022 at 9:29 AM

Sent from my iPhone

Begin forwarded message:

From: Paul Flaherty <peflaherty1@yahoo.com>
Date: May 17, 2022 at 9:25:46 AM EDT
To: Bobbi Buckler <claytonsteakhouse@gmail.com>
Subject: Fw: West Awning LLC Re: Clayton Steakhouse

[Quoted text hidden]

Bobbi Buckler <claytonsteakhouse@gmail.com>
To: Paul Flaherty <peflaherty1@yahoo.com>

Wed, May 18, 2022 at 11:06 AM

I am working on the facade grant now. I just sent you over the owner's consent form from my personal email. I cannot locate the original quote from west awning. I believe I will need that for the grant application.

[Quoted text hidden]

--

Thank you,

Bobbi Buckler
Owner
Clayton Steakhouse

Bobbi Buckler <claytonsteakhouse@gmail.com>
To: Paul Flaherty <peflaherty1@yahoo.com>

Wed, May 18, 2022 at 11:08 AM

I found the original quote.

[Quoted text hidden]

[Quoted text hidden]

<https://mail.google.com/mail/u/0/?ik=ddb2b7fa9b&view=pt&search=all&permthid=thread-f%3A1733080065811685707&simpl=msg-f%3A17330800658...> 2/2

