



Town of Clayton
Downtown Development Association Advisory Board Agenda
Wednesday, November 13, 2024 @ 6:00 PM
Wooten Room, Town Hall, 111 E. Second Street

1. CALL TO ORDER

- a. Call to Order
Presenter: Christi Thompson, Board Chair

2. ADJUSTMENT OF THE AGENDA

3. APPROVAL OF MINUTES

- a. Approval of October 14, 2024 Meeting Minutes
Presenter: Christi Thompson, Board Chair
[October 2024 DDA Minutes](#)

4. OLD BUSINESS

- a. Small Business Saturday Update
Presenter: Christi Thompson, Board Chair
- b. Christmas Village & Tree Lighting Update
Presenter: Amy Shearin, Economic Development Staff
- c. Fall in Love with Downtown Awards Night Update
Presenter: Christi Thompson, Board Chair

5. STAFF REPORTS

- a. Advisory Board Christmas Event
Presenter: Amy Shearin, Economic Development
- b. 2025 Meeting Dates
Presenter: Amy Shearin, Economic Development Staff
[DDA 2025 Meeting Dates](#)

6. COMMITTEE REPORTS

7. NEW BUSINESS

- a. Churches Cocktail Bar Facade Grant
Presenter: David Millican, Design Committee Chair
- b. 2025 Projects and Assignments
Presenter: Christi Thompson, Board Chair

8. PUBLIC COMMENTS

9. ADJOURN



Town of Clayton
Downtown Development Association Advisory
Board Minutes
Monday, October 14, 2024 at 6:00 PM
Wooten - Town Hall

Board Members Present:

Andre Walden
Lila Reiber
David Millican
Christi Thompson
Paul Auclair
Erin Belcher
Greg Adamson

Board Members Absent:

Marty Kornegay
Katie Spalding

Staff Present:

Amy Shearin

1 CALL TO ORDER

- a) Meeting was called to order at 6pm by Christi Thompson

2 ADJUSTMENT OF THE AGENDA

3 APPROVAL OF MINUTES

- a) Approval of September 9, 2024 Minutes

Minutes were approved as presented

Motion made by: Greg Adamson

Seconded by: Lila Reiber

Board was all in favor of approval

4 OLD BUSINESS

- a) **BBQ Festival Recap- waiting for final numbers**
b) **Christmas Village Recap-** sponsorships still available, can we do a coupon code- 25% off?
Deadline for December 5.
Storefront awards- Grand prize- square to square activity sponsorship. Retail and Non-retail get two tickets to the awards night each.

5 STAFF REPORTS

- a) **Board Openings** - Board applications are open on the town website if you know anyone interested.
b) **Director Position Open** - Economic Development Director position is currently open, will close October 31.
c) **November Board Meeting** - moved to November 13.
d) **Advisory Board Christmas** – December 3



6 COMMITTEE REPORTS

- a) **Committee Meeting Schedule-** Taking November/December off for holidays. If committee leads have anything to discuss will call a meeting
- b) **Design Committee-** Leaf Façade
- c) Motion to approve: Christi Thompson
 - Second: Paul Auclair
 - All in favor

7 NEW BUSINESS

- a) **Fall in Love with Downtown Awards-** Mark your calendar: Feb 18 at Brick and Mortar.
- b) **Small Business Saturday-** LFIC has managed vendor selection, DDA managed flow and mimosa walk. Erin taking point on supply distribution.
- c) A meeting to starting the planning process of Downtown Awards and SBS will be held- email to follow
- d) **Suggestions from Downtown Business Meeting**
 - **Parking** what can the board do to help? Employee parking, improve signage?
 - **Noise Ordinance** – 10pm is current ordinance. Weekend suggestion until 11pm.
 - Mixer- Get on the schedule? Paul & Katie working together to ramp up.
 - By Appointment only
 - Vibrancy/Façade Grant

8 PUBLIC COMMENTS

9 ADJOURN

Meeting was adjourned at 6:50pm

Motion to adjourn made by: Paul Auclair
Seconded by: Erin Belcher
Board was in favor of adjourning



TOWN OF CLAYTON DDA 2025 MEETINGS



January 13, 2025

February 10, 2025

March 10, 2025

April 14, 2025

May 12, 2025

June 9, 2025

July 14, 2025

August 11, 2025

September 8, 2025

October 13, 2025

November 10, 2025

December 8, 2025

*Meetings are held on the SECOND Monday of the month at 6:00 p.m. at Town Hall, 111 E. Second Street in the Wooten Room, unless otherwise noted.**

*In accordance with NCGS § 143-318.10,
this is an official meeting of the board and is open to the public.*

ADOPTED BY TOWN OF CLAYTON DOWNTOWN DEVELOPMENT ADVISORY BOARD:

WWW.TOWNOFCLAYTONNC.ORG