



Town of Clayton
Downtown Development Advisory Board Regular Meeting
Agenda
Monday, August 10, 2026 at 6:00 PM
Wooten Room, Town Hall
111 E. Second Street

No Weapons Allowed Inside Meeting Room.

1. CALL TO ORDER

- a. Call To Order
Presenter: Jennifer Hamilton, Board Chair

2. ADJUSTMENT OF THE AGENDA

- a. **POTENTIAL ACTION:** Adoption of Agenda

3. APPROVAL OF MINUTES

- a. **POTENTIAL ACTION:** Approval of July Board Meeting Minutes
Presenter: Jennifer Hamilton, Chair

4. OLD BUSINESS

- a. Board Member Introduction Slides
Presenter:

5. STAFF REPORTS

- a. Town of Clayton Updates
Presenter: Amy Shearin, Community Development
Presenter:

6. COMMITTEE REPORTS

- a. Business Engagement Committee
Presenter: Paul Auclair, Committee Chair
- b. Events & Marketing Committee
Presenter: Stephanie Lanier & Davin Colclough, Committee Chairs
Presenter:
- c. 501c3 Update
Presenter: Stephanie Lanier, President

7. NEW BUSINESS

- a. Downtown Mobility & Parking
Presenter: Shannon Poole, Engineering Department
Presenter:

8. PUBLIC COMMENTS

9. ADJOURNMENT

- a. **POTENTIAL ACTION:** Motion To Adjourn

**Town of Clayton
Downtown Development Advisory Board
Regular Meeting Minutes
Monday, July 13, 6pm**

Board Members Present	Board Members Absent	Staff Present
Angie Stults Julie Miller Corina Knott Valerie Mullins Paul Auclair Davin Colclough Emma Lowery Jaclyn Finn	Jennifer Hamilton Stephanie Lanier Dre Walden Sally Schlindwin	Amy Shearin Joe Stallings Dolores Gill

1. Call to Order
Meeting Called to Order at 6:04pm by Vice Chair Valerie Mullins
2. Adjustment of the Agenda
 - a. Addition of Board Member Slides to Old Business.
 - i. Motion made by: Corina Knott
 - ii. Seconded by: Angie Stults
 - iii. All in Favor
3. Approval of Minutes
 - a. Motion to Approve May 2026 minutes
 - i. Made By: Julie Miller
 - ii. Seconded By: Angie Stults
 - iii. All In Favor
4. Old Business
 - a. Board Member Introductions: Julie Miller took a few minutes to formally introduce herself.
5. Staff Report
 - a. Town of Clayton Updates-
 - i. Amy Shearin mentioned that the next concert is this Friday night, we do still need some volunteers at the DDA Tent to help. Jaclyn Finn said that she could help the first shift.
 - ii. Martha with the Clayton Center has started to look at bands for next summer and would love suggestions.
 - iii. Permits Clayton is officially live, this is a new portal for permits through the Development Series Departments- this first phase is for

things like sign permits, zoning compliance permits and temporary use permits for both commercial and residential

6. Committee Reports

- a. Business Engagement Committee: Committee Chair Paul Auclair said that Restaurant week has officially started- we encouraged each restaurant to do what worked for them and are using this year as a learning experience
- b. Events & Marketing Committee- Committee chair Davin Colclough encouraged board members to continue selling Christmas Tree Lighting Sponsorships. He also encouraged everyone to come to the next meeting as they will be making plans for the Harvest Fest Bar Crawl, Cocoa and Gingerbread event and talking small business Saturday.
 - i. Corina Knott brought up an idea of promoting Oscar Dias the chef at Aaktun in a video or social post- celebrating his accomplishments on the show Top Chef.
- c. 501c3 Update- Amy Shearin provided an update from 501cs president Stephanie Lanier: she talked to Make Life Special about setting up a virtual “Downtown Clayton storefront” for things like DT shirts, sweatshirts, totes, etc. Eliminates the need to keep inventory on hand for sales and supports a Downtown business.
- d. Committee Update- Third quarter committee meetings will move to First Street Tavern starting in July. They will be at this location through September.

7. New Business

- a. Strategic Plan Update: Chief of Staff Dolores Gill gave the board an overview of the Town of Clayton’s Strategic Plan, how it was developed and how the Town tracks progress. Gill discussed how all of the different plans- Comprehensive Transportation Plan, Downtown Master Plan, Parks and Recreation Plan, etc work together to shape the seven key focus areas of the Strategic Plan. The seven key focus areas are: Vibrant Downtown, Desirable Amenities and Spaces, Sustainable Infrastructure Investment, Mobility, Transportation and Transit, Diversified Economic Development, Community Outreach and Engagement and Public Safety. Gill showed the board how they can locate the different plans on the Town’s website and how to learn more about the budget and about capital improvement project status.

8. Public Comments

9. Adjournment

- a. Motion to Adjourn was made at 6:54pm
 - i. Made by: Corina Knott
 - ii. Seconded By: Davin Colclough
 - iii. All in Favor