



**Town of Clayton
Regular Town Council Meeting Agenda
Monday, March 8, 2021 @ 8:15 AM
Council Chambers**

THE TOWN OF CLAYTON WILL FOLLOW GUIDELINES FROM THE CENTERS FOR DISEASE CONTROL AND THE NORTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES WITH REGARD TO SOCIAL DISTANCING.

BELOW PLEASE FIND CHANGES TO THE COUNCIL MEETING FORMAT:

THE COUNCIL RETREAT WILL BE HELD IN PERSON.

ANY MEMBER OF THE PUBLIC THAT WISHES TO ADDRESS THE COUNCIL, MAY DO SO IN PERSON, HOWEVER YOU ARE ASKED TO CONTACT THE TOWN CLERK IN ADVANCE OF THE MEETING. IF YOU ATTEND IN PERSON, PLEASE CONTACT JENNIFER PROCTOR AT 919-553-5844 WHEN YOU ARRIVE AT TOWN HALL, SHE WILL MEET YOU AT THE FRONT DOOR AND THEN ESCORT YOU TO THE MEETING ROOM.

IF YOU DO NOT WISH TO ATTEND THE MEETING IN PERSON BUT DO WISH TO SHARE ANY PUBLIC COMMENT WITH THE COUNCIL, PLEASE FORWARD YOUR COMMENT(S) TO THE TOWN CLERK NO LATER THAN NOON THE DAY OF THE MEETING. PLEASE INCLUDE YOUR NAME AND ADDRESS. PUBLIC COMMENT(S) RECEIVED WILL BE READ INTO THE RECORD BY THE TOWN CLERK.
EMAIL: KMOFFETT@TOWNOFCLAYTONNC.ORG

BELOW PLEASE FIND ADDITIONAL INFORMATION REGARDING PROCEDURES FOR IN-PERSON MEETINGS:

- ALL persons attending must wear a mask.
- We will be following proper social distancing at all times.
- Entrance AND Exit will be main door on Second Street.
- Any member of the public attending will be asked to wait in the lobby until item they wish to address is ready for discussion and asked to leave the Chambers once item is complete.
- Lobby will be set to encourage social distancing.
- Chairs will be at least 6' from each other.
- We will have TWO staff members attending the meeting(s) to ensure smooth transition with those attending the meeting.
- One person will serve as LOBBY staff and the other will serve as CHAMBER staff.
- The meeting will be shown on the monitor in the lobby. (YouTube)
- All council or board members will be socially distanced in the council chambers and wearing face masks.*
- Staff will be socially distanced and seated within the council chambers. Face masks will be worn.*
- Hand sanitizer will be available, both in the lobby and council chambers.
- Podium/microphone will be sanitized after each speaker.

**Masks may be lowered when speaking.*

1. CALL TO ORDER

2. CUSTOMER FOCUS

- a. **8:30 - 8:45 a.m.**
Key Accounts
Presenter: Ann Game, Customer Service Director
- b. **8:45 - 9:00 a.m.**
Economic Development
Presenter: Patrick Pierce, Economic Development Director
- c. **9:00 - 9:30 a.m.**
Capital Program Integration
Presenter: Rich Cappola, Deputy Town Manager
- d. **9:30 - 9:45 a.m.**
Impacts on CIP's
Presenter: Robert McKie, Finance Director
- e. **9:45 - 10:15 a.m.**
Discussion

3. BREAK

10:15 - 10:30 a.m.

4. COVID IN 2021

- a. **10:45 - 10:55 a.m.**
Allied Organizations
Presenter: Patrick Pierce
- b. **10:55 - 11:05 a.m.**
Community Enforcement
Presenter: Greg Tart, Police Chief
- c. **11:05 - 11:15 a.m.**
Town Re-Opening
Presenter: Jeffra Patton, Safety Officer
- d. **11:15 - 11:30 a.m.**
DISCUSSION

5. WORKING LUNCH

11:30 a.m. - 1:00 P.M.

- a. Breakouts & Reportouts
- b. Fire & Police Updates

6. EMERGING PROGRAMS

- a. **1:00 - 1:15 p.m.**
Stormwater Program Update
Presenter: Joshua Baird, Town Engineer
- b. **1:15 - 1:30 p.m.**
Emergency Management

Presenter: Lee Barbee, Fire Chief

- c. **1:30 - 1:45 p.m.**
Risk Management, Safety and Security
Presenter: Robert McKie
- d. **1:45 - 2:00 p.m.**
Facility/ Asset Management
Presenter: Dolores Gill, Deputy Town Manager
- e. **2:00 - 2:30 p.m.**
Discussion

7. BREAK

2:30 - 2:45 p.m.

8. ORGANIZATION CAPACITY

- a. **2:45 - 4:15 p.m.**
 - Environmental Stewardship
 - Post-Secondary Internships
 - Inclusion and Diversity
 - Organization Structure

9. ADJOURNMENT