Town of Clayton
2021 Council Retreat
Monday, March 9, 2021 @ 8:15 AM
The Clayton Center
Rotary Room
Breakfast will be available for council @ 8:00 a.m.

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 CURRENT TOWN COUNCIL MEETING 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 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.**
- **All council members and staff will be socially distanced in the meeting room and wearing face masks.***
- **Hand sanitizer will be available, both in the lobby and meeting room.**

***Masks may be lowered when speaking*.**

1. CALL TO ORDER

2. ORGANIATIONAL FOCUS AND BUDGET CONSIDERATIONS

a. **8:30 – 9:30 a.m.**
Organizational Capacity – Part 2
***Presenter*: JD Solomon, Town Manager**

b. **9:30 – 9:45 a.m.**
Organization Structure
***Presenter*: JD Solomon**

c. **9:45 – 10:15**
Gaps and Key Hires
***Presenter:* JD Solomon**

d. **10:15 – 10:30 a.m.**
Personnel Policy Update
***Presenter*: Catherine Whitley, HR Director**

e. **10:30 – 10:45 a.m.**
Discussion

3. BREAK

10:45 – 11:00 a.m.

4. BUDGET CONSIDERATIONS

11:00 a.m. – 12:30 p.m.

Presenters: Robert McKie, JD Solomon, Rich Cappola & Dolores Gill

- Overview of Current Budget Status
- Overview of Emerging Budget
- CIPS's: General, Water & Sewer, Electric
- Operating Budgets: General, Water & Sewer, Electric

5. LUNCH

12:30 – 1:00 p.m.

6. CLOSED SESSION

a. 1:00 - 1:30 p.m.
Closed Session Pursuant to NCGS 143-318.11(a)(5)

7. COMMUNICATIONS

a. 1:30 – 2:00 p.m.
Presenter: Cathy Marraccini, Public Information Officer

8. WRAP UP

a. 2:00 – 3:00 p.m.

9. ADJOURNMENT