



The Town of Clayton
2019 Town Council Retreat
Tuesday – February 26, 2019
And
Wednesday - February 27, 2019
Clayton Police Department

Tuesday – February 26, 2019

- 8:30 – 9:00 a.m. *Breakfast/Coffee Will Be Available*
- 9:00 - 11:00 a.m. Council-Manager Form of Government Refresher Session
- Roles / Responsibilities/Relationships
 - Board-Manager Expectations
- Presenters:* Carl Stenberg & Peg Carlson - UNC School of Govt.
- 11:00 – 11:15 a.m. **BREAK**
- 11:15 a.m. – 1:00 p.m. Council-Manager Form of Government Refresher – Continued
- 1:00 – 1:30 p.m. *Lunch*
- 1:30 – 3:00 p.m. Refining Manager Evaluation Form & Process
- Presenters:* Peg Carlson & Carl Stenberg – UNC School of Govt.
- 3:00 – 3:15 p.m. **BREAK**
- 3:15 – 5:00 p.m. A Common Vision / Strategic Plan
- Police Dept. (Personnel & Response Times)
 - Novo Project Update
 - Fire Dept. (Personnel & Response Times)
 - Parking Ordinance Enforcement
 - Development Community Meetings Created By Staff
 - UDO Rewrite
 - Dumpsters
 - Video of Council Meetings
 - Downtown Camera
 - PIO/Economic Development Offices
 - DDA
 - Panhandling
- Presenter:* Adam Lindsay, Town Manager

Wednesday – February 27, 2019

8:00 – 8:30 a.m.	<i>Breakfast/Coffee Will Be Available</i>
8:30 – 9:45 a.m.	A Common Vision /Strategic Plan - CONTINUED
9:45 – 10:00 a.m.	Pay & Classification Study <i>Presenter:</i> Catherine Whitley, HR Director
10:00 – 10:15 a.m.	BREAK
10:15 – 11:30 a.m.	Debt Capacity Report <i>Presenter:</i> Davenport & Associates
11:30 a.m. – 1:30 p.m.	Capital Improvement Projects (General Fund) <i>Presenters:</i> Adam Lindsay, Town Manager & Scott Barnard, P&R Director ▪ Projects ▪ Bond Referendum • Next Steps • Narrow Down Projects / Spread Among Community • Revenue Neutral Information
1:30 – 2:00 p.m.	<i>Lunch</i>
2:00 – 3:00 p.m.	Capital Improvement Projects - CONTINUED
3:00 – 3:30 p.m.	Public Information Office ABC's <i>Presenter:</i> Stacy Beard, Public Information Officer ▪ Responding to Emails ▪ Social Media Posts
3:30 – 3:45 p.m.	BREAK
3:45 – 5:15 p.m.	Capital Improvement Projects (Enterprise Fund) <i>Presenters:</i> Adam Lindsay, Town Manager & Rich Cappola, Interim Public Works Director
5:15 – 5:45 p.m.	Final Wrap Up / Next Steps <i>Presenter:</i> Adam Lindsay

Note: All above scheduled times are approximations.