

Town Council Retreat 2020

August 29, 2020

Retreat Mission:

- ✦ Gain an understanding from Department Heads of what has been accomplished in the last year, and what needs to be accomplished moving forward.
- ✦ Gain an understanding from follow Council Members of what they see as Town needs and priorities.
- ✦ Create notes which will assist in the updating of the Town Strategic Plan.
- ✦ Create a plan for updating the Town's Capital Projects List.

Agenda:

9:00-9:15 Welcome

Brief review of our agenda and goals

9:15-10:45 Staff Reports & Discussion

- Department Heads will present a list of accomplishments for the past year, along with what they see as goals and opportunities for moving forward.
- Council will have time to interact with staff in order to better understand the details of presented items.
- *Deliverable:* List of Priorities from Town Staff to be included for implementation in the Town's Strategic Plan, and the Town's Capital Project list.

10:30-10:45 Break

10:45-12:00 Town Visioning Discussion

- Open Council discussion to present successes, projects, and opportunities for the Town in 2021. Council may present their short term and long-term visions for the Town with the goal of developing a written list of broad and specific ideas for 2021 and beyond.
- Review of existing Strategic Plan and Capital Projects List.

12:00-12:15 Break

12:15-1:45 Working Lunch – Setting Priorities

- Refine the list of Council and Staff ideas.
 - Which ideas need policy direction by Council?
 - Which ideas need research by Staff?
 - Which ideas require short term implementation by Staff or Council?
 - Which ideas are the longer-range ideas?

Deliverable: Create a list of priorities along with clear action paths to be Included in an updated Strategic Plan and Capital Projects list discussion.

RETREAT GOALS:

- ✓ **Receive a comprehensive update from staff including accomplishments, needs, and goals.**
- ✓ **Gain an understanding of what might be common priorities among Council Members.**
- ✓ **Review of New Castle’s October 2019 Strategic Plan, and create notes for needed updates.**
- ✓ **Create an action plan for finalizing a 2021 capital projects list. Consider appointment of a Council committee to work with staff on this project.**