

## Retreat Mission Statement:

The mission of this Council Retreat is to learn, envision, strategize, and implement. By sharing with staff and each other, Council will be exposed to what is working well in New Castle, what opportunities we have for improvement, and what may threaten our desired outcomes. Using this information Council will be able to envision the future and develop plans, goals, and strategies for forward motion.

## Retreat Agenda

### 9:00-9:15 Welcome

*Presented by: Dave*

Time to organize and present the day's goals:

1. Evaluating the State of the Town's Staff and Infrastructure
2. Setting a Vision for the Town's Future
3. Setting Priorities
4. Developing a Strategic Implementation Plan for 2020

### I. 9:15-10:15 Staff and Infrastructure Report & Discussion

*Presented by: Dept Heads*

This session will include the following:

1. Town Administrator and Department Heads shall present Departmental opportunities along with Capital Projects opportunities for the coming year and beyond.
2. Time will be allotted for Council Q&A for further understanding of Town needs from the perspective of Department Heads.
3. Deliverable: List of Priorities from Town Staff to be included for Implementation in the Town's Strategic Plan.

### 10:15-10:30 Break

### II. 10:30-12:00 Town Visioning Discussion

*Presented by: Council*

This session will include the following:

1. Time for Councilors to present successes, as well as challenges and opportunities facing the Town in 2020. Council may also present their personal 1 and 5-year visions for the Town. Time will be allotted for discussion.
2. Council's goal in this session will be to develop a written list of both specific and broad ideas and concepts for 2020 and beyond.

### III. 12:00-1:00 Working Lunch – Setting Priorities

Time to refine the list of ideas and concepts created by Council earlier in the day:

1. Which ideas need immediate policy direction by Council ?
2. Which ideas need immediate research by Staff ?
3. Which ideas need immediate (2020) implementation by Staff or Council ?
4. Which ideas are the longer range ideas ?

Deliverable: List of priorities from Town Council to be Included in a Strategic Plan Discussion.

#### **IV. 1:00-2:00 Implementation Planning**

Time to combine Staff and Council Priorities and determine Action Paths for Priorities.

**ULTIMATE RETREAT GOALS:**

**Deliver a 2020 Town of New Castle Strategic Implementation Plan**