



**TOWN OF GRIFTON
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, April 10, 2012
7:00 PM**

AGENDA

- A. Meeting Called to Order.
- B. Pledge of Allegiance to the Flag of the United States of America.
- C. Approval of Minutes (March Workshop and Regular Meeting) *Page 4*
- D. Recognition of Persons to Be Heard (**NOTE: Comments are limited to 5 minutes per person. Everyone addressing the Board shall first state their name and their residential physical address**).
- E. CONSENT AGENDA
 - 1. Doubtful Utility Accounts Write-off (2002) *Page 8*
 - 2. Hodges Ball Field Lights Replacement Grant – Resolution No. 2012-03 *Page 12*
 - 3. Fiscal Year 2012-2013 Budget Workshops – Schedule Meetings
- F. Commissioner's Comments.
- G. Adjourn.



April 10, 2012

MEMORANDUM

TO: Mayor and Commissioners

FROM: Joe Albright, Manager

SUBJECT: Manager's Comments for the April Meeting

Below I have attempted to summarize and provide explanation for each agenda item.

Item E-1: Doubtful Utility Accounts Write-off (2002)

As a desirable accounting procedure, it is necessary for the Board of Commissioners to take action yearly to officially write-off certain utility accounts with outstanding balances owed to the Town. These are accounts for water and sewer services that are more than ten years in the past and basically uncollectable. It is necessary to take this action to make our receivables account more reliable and realistic. Leaving these balances can unintentionally inflate the amount shown as receivables in the annual audit. I recommend that the attached list of doubtful accounts for the years prior to 2002 be written off via the consent agenda.

Item E-2: Hodges Ball Field Lights Replacement Grant – Resolution No. 2012-03

As instructed during the March Workshop of the Board, I have completed an application for a Perkins Foundation Grant, with the purpose being to pay for replacing the lighting system at Hodges Field. I have enclosed a copy of the grant application for your information. Also, I recommend the adoption of the authorizing resolution via the consent agenda.

Item E-3: Fiscal Year 2012-2013 Budget Workshops – Schedule Meetings

It is time once again to begin the budget process. Thus, it is necessary for the Board to schedule a budget workshop. In recent years, we have met on the same day as the regular workshop meeting of the Board, but at an earlier time. If the Board wants to continue this trend, we can meet on May 1st at 5pm in Town Hall.

Also included are the monthly reports from the Police Department, the Utilities Department, and the Library.