



**TOWN OF GRIFTON
BOARD OF COMMISSIONERS
BOARD WORKSHOP**

Tuesday, January 3, 2012
7:00 PM

AGENDA

- A. Meeting Called to Order.
- B. Pledge of Allegiance to the Flag of the United States of America.
- C. 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**).
- D. DISCUSSION ITEMS
 - 1. Clean Water Trust Fund Grant Application – Resolution No. 2012-01 *Page 4*
 - 2. Board of Commissioners Annual Retreat – Set Date *Page 5*
- E. Commissioner's Comments
- F. Adjourn.



January 3, 2012

MEMORANDUM

TO: Mayor and Commissioners

FROM: Joe Albright, Manager

SUBJECT: Manager's Comments for January Workshop

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

Item D-1: Clean Water Trust Fund Grant Application – Resolution No. 2012-01

As a result of previous Board discussions concerning the desire to re-route the ditch on Lewis Drive, an authorizing resolution will need to be adopted. This resolution is required by the North Carolina Clean Water Management Trust Fund and authorizes the application for grant funding. I recommend placing the item on the consent agenda for our next regular meeting.

Item D-2: Board of Commissioners Annual Retreat – Set Date

It is time once again to begin planning for the Board's Annual Retreat. Based on past retreat dates, I recommend that the Board establish Friday, February 24th as this year's retreat date. Should there be conflicts; the Board can discuss alternate dates during the Workshop. Also, we need to discuss and decide on the retreat format and some agenda topics for discussion. Granted, I will discuss and provide information on our current finances and the upcoming budget. Chief Cauley will discuss the operations and future of the Police Department. And, Robert Williams and I will discuss the Utilities Department. However, if there are other items

such as capital projects, policy initiatives, etc. that the Board is interested in; I will need to know so that I can prepare the agenda. I have attached last year's Retreat Agenda as a guide.