



**TOWN OF GRIFTON  
BOARD OF COMMISSIONERS  
REGULAR MEETING**

Tuesday, May 8, 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. Fiscal Year 11-12 Budget Amendments *Page 8*
  - 2. Fiscal Year 12-13 Budget Public Hearing – Set Date *Page 9*
- F. DISCUSSION/ACTION ITEMS
  - 1. Collection Services Proposal *Page 10*
  - 2. General Obligation Bond Referendum- Streets
- G. Commissioner's Comments.
- H. Adjourn.



May 8, 2012

**MEMORANDUM**

TO: Mayor and Commissioners

FROM: Joe Albright, Manager

SUBJECT: Manager's Comments for the May Meeting

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

**Item E-1: Fiscal Year 11-12 Budget Amendments**

Town Clerk and Financial Officer, Angel Hudson has prepared a list of necessary budget amendments for Board consideration. I have reviewed and assisted Ms. Hudson with this list and recommend adopting this item via the Consent Agenda during the next regular meeting.

**Item E-2: Fiscal Year 12-13 Budget Public Hearing – Set Date**

It is necessary to set a date and advertise a public hearing on the budget. The hearing is customarily held during the June Workshop of the Board. Thus, I recommend placing this item on the Consent Agenda for the next regular meeting of the Board.

**Item F-1: Collection Services Proposal**

As you will recall, last month the Town of Grifton wrote off nearly \$10,000 in doubtful utility accounts. In an effort to shrink that number in future years, I have allowed Joe Durant, from the collection firm TekCollect, to offer a proposal for collecting past due accounts owed to the Town of Grifton. Based on Mr. Durant's presentation during the Board's most recent

workshop, I recommend that as Town Manager, I be authorized to act on behalf of the Town of Grifton and enter into an agreement with TekCollect for the collection of 250 past due accounts at an upfront cost of \$7,500.

**Item F-2: General Obligation Bond Referendum - Streets**

During the most recent workshop of the Board, the streets general obligation bond referendum was discussed. Because the matter was not resolved and needs more discussion, it has been placed on the agenda.

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