



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

Tuesday, November 2, 2010
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. PUBLIC HEARING (**NOTE: The public is asked to adhere to the following guidelines for the Public Hearings:**
- Register with the Town Clerk by printing your name, address and phone number on the sign-in sheet.
 - Step to the podium in front of the Board. State your name clearly. Direct comments to the full Board, not an individual member.
 - Be concise; avoid repetition; limit comments to five minutes or less; designate a spokesperson for large groups.
 - Each person may speak once for a specific Public Hearing.
1. True Deliverance Church of Christ – Rezoning Request *Page 4*
- E. DISCUSSION ITEMS
1. Employee Christmas Gifts *Page 6*
2. NC STEP Committee Update
- a) Town Commons and Entrance Way Beautification Projects
 - b) Indian Longhouse Replica
 - c) Marketing Plan *Page 7*
 - d) Civic Center/Museum Board Recommendation *Page 32*
- F. Commissioner’s Comments
- G. Adjourn



November 2, 2010

MEMORANDUM

TO: Mayor and Commissioners

FROM: Joe Albright, Manager

SUBJECT: Manager's Comments for November Workshop

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

Item D-1: Public Hearing – Rezoning Request

A public hearing has been scheduled to occur during the November Board of Commissioner's Workshop to receive public comment on a request from the True Deliverance Church of Christ to rezone a piece of property on Highway 11 (parcel #39684) from I-Industrial to R-14 Residential. The public hearing has been duly advertised through the local media, property posting, and adjacent property letters.

Item E-1: Employee Christmas Gifts

Based on the previous year's formula of \$150 plus one day's pay for full-time employees and \$75 for part-time employees, the total cost to the town would be \$4,293 (see attached). There are sufficient funds in each departmental budget to cover the cost of the gift. Additionally, since our employees have not received any type of wage increases in the last two budget years, I strongly recommend approval at the Board's regular meeting in November.

Item E-2: NC STEP Committee Update

- a) **Town Commons and Entrance Way Beautifications Projects:** The Committee has been working with our engineers designing improvements to the Town Commons and our entrance ways into Town. The Town Commons upgrade has been designed and bid. This upgrade involves decorative fencing, updated furnishings, a decorative trellis and landscaping. I am currently investigating the sufficiency of the apparent low bidder and will present the bids to you at next week's regular meeting.

The entrance way project has been designed. It involves complete upgrades of both signs and landscaping on North and South Highland. There will also be signs placed on Highway 118, Marvin Taylor Road, and Grifton Hugo Road.
- b) **Indian Longhouse Replica:** This project is nearly complete. Committee member Wayne Hardee has provided oversight and most of the labor (free) for this endeavor.
- c) **Marketing Plan:** The Committee's Marketing Consultant, Greta Lint, has completed a Marketing Plan for the Town of Grifton. The Plan addresses our strengths, weaknesses, and opportunities. The Plan also outlines strategies followed by an action plan and a budget. The Committee will now begin executing the action items to further implement the Plan (see attached).
- d) **Civic Center/Museum Board Recommendations:** The Committee is recommending to the Board of Commissioners that a separate/independent Museum Board be established to oversee the historical aspects of the Town and work toward using these aspects in a way that will benefit the Town economically. The Committee feels that the operation of the Civic Center should remain intact and managed by the Civic Center Board, which would cover the adult programs as well as the arts and crafts. Civic Center Committee Chairperson and Museum Director, Nancy Liles concurs with this recommendation.