

**A RESOLUTION APPROVING THE  
PLANNING RETREAT AGENDAS FOR  
DECEMBER 2 AND JANUARY 27&28  
Resolution No. 50/2001-02**

**BE IT RESOLVED** that the Mayor and Board of Aldermen approve the proposed agendas for the December 2, 2001 and January 27 & 28, 2002 Board of Aldermen Planning Retreats.

**TOWN OF CARRBORO**  
**FY2002-03 PLANNING RETREAT**  
**CENTURY CENTER**  
**Sunday, Dec 2, 2001**  
*Peg Carlson, Facilitator*

## AGENDA

**12:30-1:15 p.m.. LUNCH**

**1:15 p.m..... OPENING COMMENTS BY MAYOR (10 MINUTES)**

**1:30 p.m..... REVIEW OF AGENDA AND PROCESS BY FACILITATOR (15 MINUTES)**

**1:45 p.m..... DISCUSSION OF BOARD'S PROCESS (75 MINUTES)**

The Board will use this time to discuss governing issues and communication around these issues.

**3:00 p.m..... BREAK (15 MINUTES)**

**3:15 p.m..... BOARD'S VISION FOR THE TOWN (45 MINUTES)**

Considering recent needs assessments and reports, the Board is requested to assess changes in the community and how it relates to where we are and how some of the trends will affect residents and the services provided by the Town in the future.

Time will also be spent clarifying how staff sees the community assessment and what challenges and opportunities they are faced with in light of changing demographics and future service delivery issues.

This review will help the Board determine if any changes to the Town vision, goals, and objectives are needed.

**4:00 p.m..... REVISE BOARD GOALS (45 MINUTES)**

The Board shall review goals and objectives in light of discussions above. The Board is also requested to look at completed action agenda projects to gather a sense of where we are in addressing current needs.

*Does the Board desire to revise any of the seven goals?*

*Does the Board desire to revise, clarify, delete or add any objectives?*

**Documents that may be helpful in framing discussions:**

*Board vision, goals, and objectives*

*Community Assessment*

*Five-Year Plan Projections in the FY01-02 Budget Document*

*Carrboro Vision 2020 Policies*

*Downtown Visioning Document*

*New Century/New Carrboro Report and Capital Program*

*2001-2002 Action Agenda & status reports*

**4:45 p.m..... BREAK (15 MINUTES)**

**5:00 p.m..... INSTRUCTIONS TO THE STAFF (25 MINUTES)**

The Board will review where the group is in terms of retreat discussions and will decide on a plan of action for the Board and for staff in preparation for the next retreat in January.

**5:25 p.m..... EVALUATION OF THE RETREAT (20 MINUTES)**

**5:45 p.m..... ADJOURNMENT**

**TOWN OF CARRBORO**  
**FY2002-03 PLANNING RETREAT**  
**CENTURY CENTER**  
**Sunday, January 27, 2002**  
*Peg Carlson, Facilitator*

## AGENDA

**12:30-1:15 p.m.. LUNCH**

**1:15 p.m..... REVIEW OF AGENDA BY FACILITATOR (15 MINUTES)**

Peg Carlson will review the agenda with the group. The Board and Staff are invited to be active participants in this retreat, with an open exchange between the Board and staff.

**1:30 p.m..... STAFF PRESENTATION AND BOARD FEEDBACK (60 MINUTES)**

Five-year plan – projections for the upcoming year and future years, Bing Roenigk

**2:30 p.m..... BREAK (15 MINUTES)**

**2:45 p.m..... DISCUSSION OF PROPOSED STAFF PRIORITIES & REVIEW OF COMPLETED PROJECTS (30 MINUTES)**

The Board will review staff's list of 2001-2002 projects that are (a) *completed* and (b) *completed and ongoing* – defined as projects which are institutionalized. The Board may put any of these items back on the *Action Agenda* if it decides that a project is not completed nor institutionalized.

The Board will review and discuss staff report emanating from December retreat before considering action items for upcoming years.

**3:15 p.m..... DISCUSSION OF ACTION ITEMS - (60 MINUTES)**

For each new (potential) project, the Board will *describe* the project so that all understand its purpose and will *define* the desired end product. The Board and staff will discuss existing *Action Agenda* items as needed to ensure a shared understanding of each project's scope and determine the amount of staff time needed to complete it.

**4:15 p.m..... BREAK (15 MINUTES)**

**4:30 p.m..... DISCUSSION OF ACTION ITEMS, CONTINUED - (60 MINUTES)**

**5:30 p.m..... EVALUATION OF DAY ONE/ADJUSTMENTS TO DAY TWO AGENDA - (15 MINUTES)**

**5:45 p.m..... ADJOURN**

**TOWN OF CARRBORO**  
**FY2002-03 PLANNING RETREAT**  
**CENTURY CENTER**  
**Monday, January 28, 2002**  
*Peg Carlson, Facilitator*

**AGENDA**

**8:00 a.m. .... BREAKFAST (45 MINUTES)**

**8:45 a.m. .... DISCUSSION OF EMERGING ISSUES (90 MINUTES)**

- Ⓟ PERSONNEL COMPENSATION
- Ⓟ CAPITAL PROGRAM – COMMITMENTS
- Ⓟ TRANSPORTATION
- Ⓟ SOLID WASTE
- Ⓟ BOARD TECHNOLOGY NEEDS
- Ⓟ DOWNTOWN VISION

**10:15 a.m. .... BREAK (15 MINUTES)**

**10:30 a.m. .... EMERGING ISSUES, CONTINUED (60 MINUTES)**

**11:30 a.m. .... LUNCH (45 MINUTES)**

**12:15 p.m. .... PRIORITIZATION OF 2002-2003 ACTION AGENDA ITEMS (75 MINUTES)**

Using the input from staff recommendations and the two days of discussion, the Board will organize action items.

**1:30 p.m. .... BREAK (15 MINUTES)**

**1:45 p.m. .... PRIORITIZATION OF 2002-2003 ACTION AGENDA ITEMS, CONTINUED (75 MINUTES)**

**3:00 p.m. .... RETREAT EVALUATION (15 MINUTES)**

**3:15 p.m. .... ADJOURN**