

# BOARD OF ALDERMEN

ITEM NO. D(5)

## AGENDA ITEM ABSTRACT

MEETING DATE: January 15, 2002

**TITLE: A Report on the Proposed Agendas for the January FY2002-03 Planning Retreat**

DEPARTMENT: <b>Town Manager</b>	PUBLIC HEARING: YES ___ NO <u>x</u>
ATTACHMENTS: A: Resolution Approving Agendas for January Planning Retreat B: Proposed Agendas C: Requests for Information by Board Members	FOR INFORMATION CONTACT: <b>Robert W. Morgan, Town Manager, 918-7315</b> <b>L. Bingham Roenigk, Asst. Town Manager, 918-7300</b>

### PURPOSE:

The Retreat Planning Committee has revised the agendas for the January 27 & 28 Planning Retreat. The Committee requests that the Board approve the proposed agendas.

### INFORMATION

To prepare for the development of the FY2002-2003 budget, the Mayor and Board of Aldermen approved, on August 14, 2001, holding two retreats to discuss the direction the Board wishes to set for the Town during the next two years.

Aldermen Broun and Gist, serve on the Retreat Planning Committee. With the assistance of Peg Carlson, a facilitator who worked with the Board in the Planning Retreat last year, and Town staff, the Committee reviewed the January agendas and has made some modifications. The January retreats are primarily focused on revisiting and updating the Action Agenda for the upcoming fiscal year (FY2002-03). Time is also set aside for presenting the Town's five-year outlook, board discussion to shed light on important service delivery and budgetary issues, and updating the Action Agenda to include new action items and to make revisions to other projects as needed.

The agenda for the first day of the retreat has been slightly modified to allow the second half of the day to be spent focusing on action items. As originally planned, the Town's five-year plan projection will be presented first. Following this presentation, time will be set aside to discuss staff's recommended priorities for the FY02-03 Action Agenda and to answer questions on answers to information requested by the Board at the December 2<sup>nd</sup> retreat. The remainder of the day shall be spent reviewing and discussing action items. The Board shall review all completed items, completed and ongoing, and incomplete projects to ascertain if the items should be removed or changed in scope. Individual aldermen will then add action items for consideration by the entire Board. As in past years, board members and staff should ask questions to clarify interests and intentions and insure that there is an understanding of the projects. If projects cannot be tied to an objective, the Board will decide how to address them.

The second day will allow time for the Board to spend significant time in the morning discussing emerging issues that are of philosophical and fiscal importance in how the town provides services to its citizens. Two issues for discussion have been added as requested at the December 2<sup>nd</sup> retreat: tax rate and quality of life. , The afternoon hours shall be spent prioritizing the FY2002-03 Action Agenda. The Board is

reminded to consider a means of prioritizing the final list of action items that will establish the FY02-03 Action Agenda.

The retreat will be held again at the Century Center. The proposed agendas are attached for Board review and approval.

ADMINISTRATION'S RECOMMENDATION

The Administration recommends that the Board adopt the attached resolution.