

BOARD OF ALDERMEN

ITEM NO. D (3)

AGENDA ITEM ABSTRACT

MEETING DATE: March 12, 2002

TITLE: Review of the *2002-2003 Action Agenda*

DEPARTMENT: Manager's Office	PUBLIC HEARING: NO
ATTACHMENTS: A. Resolution B. 2002-2003 New Projects C. 2002-2003 Action Agenda - Proposed D. Town of Carrboro 2001-2002 Goals	FOR INFORMATION CONTACT: Robert W. Morgan, 918-7315

PURPOSE

The Action Agenda allows staff to align the town budget with the Board's goals and objectives. The Board conducted two retreats this year to set two-year goals, objectives, and projects for town departments. The Town Administration has prepared an Action Agenda to implement the decisions reached at the retreats. The purpose of this item is to request that the Board review and adopt the *2002-2003 Action Agenda*.

INFORMATION

The Town Administration has prepared an Action Agenda for the years 2002 and 2003 based on the Board's work at the planning retreats held December 2, 2001 and January 27 and 28, 2002. The *2002-2003 Action Agenda* includes project descriptions, end products, and timelines. The projects are numbered consecutively.

Two documents are provided. Attachment B lists only the new projects being added to the Action Agenda. Project #15: Review Board Compensation and Project #23: Develop Town Manager Job Description received equal votes. Mayor Nelson will need to break the tie. Attachment C incorporates the new projects which are in bold. The Administration will provide the Board with quarterly Action Agenda status reports at the last Board meeting in April, July, October, and January 2003.

Prior to approving the Action Agenda, the Board is requested to take the following the action steps:

- 1) The Mayor votes to break the tie for Project 15: Review Board Compensation and Project 23: Develop Town Manager Job Description
- 2) Consider removing Project #44: Encourage and Support Home Business because this project is complete and ongoing
- 3) Determine if it would like to proceed with Project 20: Strategic and Operational Review of Town Services/Review of Current Staffing Levels and Resource Projection considering current budget constraints
- 4) Review each new project description, end product, start and end time (Attachment B)

- 5) Assign a Board member to each project listed under *ALDERMAN*: Projects 15,21,22,23,26,27,29,32, 35,36,37, and 40,
- 6) Approve the 2002-03 Action Agenda

RECOMMENDATION

The Administration recommends that the Board review and adopt the *2002-2003 Action Agenda*.