

MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Bryan Gruesbeck, Town Manager

SUBJECT: 2012 Budget Retreat Agenda

DATE: January 14, 2013

Background: Attached is the draft version of our agenda for the 2013 Budget Retreat scheduled for Saturday, January 19, 2013 from 8:00am to 12:00pm at the Chatham County Community College Library Reading Room. You will recall that we reduced the timeframe for the retreat to four (4) hours for this year. David Long, last year's facilitator suggests the attached format in order to focus our attention on goals for the upcoming year. I am not requiring Town Staff to attend.

It has also come to my attention that we may have additional day and time conflicts during the currently scheduled session. If you wish to hold this on another date or in the afternoon on January 19, please email me and the Board ASAP.

Action Requested: Review and provide feedback.