

Memorandum

To: Mayor and Council
From: Tom Baker, Town Administrator
Date: July 19, 2016
Re: Council Retreat Date

Purpose: The purpose of this item is to establish the date for the 2016 Council retreat.

Discussion: The following is a summary of the Saturdays in September and October:

- September 3 Labor Day Weekend
- September 10 Burning Mountain Festival
- September 17 Possibly Available
- September 24 Unavailable
- October 1 Unavailable
- October 8 Unavailable
- October 15 Potentially Available
- October 22 Potentially Available

The following is a summary of the 2nd and 4th Tuesdays in September and October:

- September 13 Potentially Available
- September 27 Unavailable
- October 11 Potentially Available
- October 25 Potentially Available

If Friday during the day is a possibility then September 16, 23 or October 7 and 14 may work.

If Council meets on a Saturday the session can go from 9 AM to 2PM with lunch provided.

If council meets on a Tuesday evening then perhaps a 5:00 or 5:30 start and a 9:30 or 10:00 PM finish with dinner provided.

A Friday session can be 8:30 to 1:30 or noon to 5 PM or some other time with lunch provided.

Suggestion: In a perfect world a September or early October Retreat date would be ideal; however, past Retreats have occurred in mid October. If we want a September/early October date then the following are best:

- September 13 Tuesday evening
- September 16 Friday during the day
- September 17 Saturday during the day
- October 7 Friday during the day