



## **AGENDA MEMORANDUM**

Action Item for the City Council Meeting of December 13, 2016

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**DATE:** December 6, 2016

**TO:** Mayor and Council

**FROM:** Rebecca Huerta, City Secretary  
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<p>Setting the Date for the 2017 City Council Retreat</p>
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**CAPTION:**

Discussion and possible action to set the date for the 2017 City Council Retreat.

**PURPOSE:**

Historically, the newly-elected City Council holds a planning retreat to set goals for the council term, and to discuss other administrative matters. Staff is proposing a number of dates for the Council's consideration.

**BACKGROUND AND FINDINGS:**

The proposed dates are as follows:

- Friday, January 13
- Monday, January 16 (note: Martin Luther King Day, but this is not a city holiday.)
- Monday, January 30

The meeting time for all dates is 8:30 a.m. to 4:00 p.m.

**DEPARTMENTAL CLEARANCES:**

City Manager

**FINANCIAL IMPACT:**☐ Operating☐ Revenue☐ Capital☒ Not applicable

<b>Fiscal Year: 2016-2017</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget			
Encumbered / Expended Amount			
This item			
BALANCE			

Fund(s): None

**Comments:** None**LIST OF SUPPORTING DOCUMENTS:**

None.