

# BOARD OF ALDERMEN

ITEM NO. C(2)

## AGENDA ITEM ABSTRACT

MEETING DATE: February 16, 2010

**SUBJECT: Request to Set a Special Meeting of the Board of Aldermen**

<b>DEPARTMENT: MANAGER'S OFFICE</b>	<b>PUBLIC HEARING: NO</b>
<b>ATTACHMENTS:</b> A. Resolution B. Retreat Agenda	<b>FOR INFORMATION CONTACT:</b> Steve Stewart (918-7315)

### PURPOSE

The purpose of this item is to request that the Board of Aldermen set a special meeting for the rescheduled 2010 Planning Retreat.

### INFORMATION

Due to inclement weather, the 2010 Planning Retreat was not held on February 1, 2010, as originally scheduled. The retreat has been rescheduled for February 28, 2010 from 12:00pm-4:45pm at the OWASA Community Room.

### FISCAL IMPACT

The cost of the 2010 Planning Retreat includes a maximum fee of \$3,800 for facilitation services, plus additional miscellaneous expenses related to staff preparation and meals. This has not changed since the Board approved the agenda at the December 8, 2009 meeting.

### RECOMMENDATION

Town staff recommends that the Board approve the attached resolution setting a date, time and location for the 2010 Planning Retreat, and cancelling the March 2<sup>nd</sup>, 2010 Board of Aldermen meeting.