



TO: Mayor Tim Pogue
Board of Aldermen

RE: Planning Retreat/Work Session

We have a location and a tentative agenda for this special meeting. At this time, we are seeking Board direction with respect to a start time and a date that works for everyone.

Sincerely,

A handwritten signature in black ink that reads 'Robert Kuntz'. The signature is written in a cursive style with a large, looping 'R' and 'K'.

Robert Kuntz

City Administrator