



# The Town of Knightdale Staff Report

Date: January 3, 2017

To: Mayor and Town Council

From: Whitney A. Ledford, Town Clerk

Subject: 2017 Meeting Schedule –  
Revised to Include Retreat  
Dates

Administrative Services Director  
Signature – SMY

Town Manager Signature – SMY on  
Behalf of HM

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## REPORT:

See attached *revised* 2017 Meeting Schedule to include the annual Winter and Summer Retreats:

Winter Retreat: January 21, 2017 8:30 a.m.

Summer Retreat: July 7, 2017 9:00 a.m.  
July 8, 2017 9:00 a.m.

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## REPORT RECOMMENDED ACTION

Adopt the Revised 2017 Meeting Schedule.