

**Mayor's Office: Council Agenda Item Request Form**  
*This form and supporting documents (if applicable) are due the Wednesday  
prior to the COW meeting by noon.*

<b>Date Received</b> (office use)	
--------------------------------------	--

<b>Date of Request</b>	5/8/17
<b>Requesting Staff Member</b>	Martin Jensen
<b>Requested Council Date</b>	5/16/17
<b>Topic/Discussion Title</b>	Closed Session request – Real Estate Matter
<b>Description</b>	The Parks & Rec Division requests time to discuss a real estate matter
<b>Requested Action<sup>1</sup></b>	
<b>Presenter(s)</b>	Martin Jensen
<b>Time Needed<sup>2</sup></b>	10 min.
<b>Time Sensitive<sup>3</sup></b>	Yes
<b>Specific Time(s)<sup>4</sup></b>	No
<b>Contact Name &amp; Phone</b>	Martin Jensen x8-1814
<b>Please attach the supporting documentation you plan to provide for the packets to this form. While not ideal, if supporting documents are not yet ready, you can still submit them by 10 am the Friday morning prior to the COW agenda. Items without documentation may be taken off for consideration at that COW meeting.</b>	

**Mayor or Designee approval:**



<sup>1</sup> What you will ask the Council to do (e.g., discussion only, appropriate money, adopt policy/ordinance) – in specific terms.

<sup>2</sup> Assumed to be 10 minutes unless otherwise specified.

<sup>3</sup> Urgency that the topic to scheduled on the requested date.

<sup>4</sup> If important to schedule at a specific time, list a few preferred times.



**BEN McADAMS**  
Salt Lake County Mayor

May 3, 2017

**HOLLY YOCOM**  
Department Director  
Community Services

**MARTIN JENSEN**  
Division Director  
Parks & Recreation

Salt Lake County Mayor Ben McAdams

Salt Lake County  
Government Center  
2001 S. State Street  
Suite S4-700  
(385) 468-1800

Dear Mayor McAdams:

I am requesting a closed session of the Salt Lake County Council at the Committee of the Whole, on May 16, 2017 to discuss a real estate matter.

Sincerely,

  
Martin Jensen  
Director, Parks & Recreation