

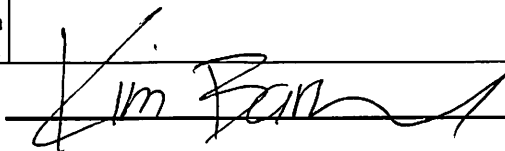
Mayor's Office: Council Agenda Item Request Form

This form and supporting documents (if applicable) are due the Wednesday before the COW meeting by noon.

Date Received (office use)

Date of Request	April 18, 2018
Requesting Staff Member	Derrick Sorenson, Real Estate Manager / Chris Preston, District Attorney
Requested Council Date	April 24, 2018
Topic/Discussion Title	Real Estate Matters
Description	Closed Session
Requested Action¹	Closed Session
Presenter(s)	Derrick Sorenson, Real Estate Manager / Chris Preston, District Attorney
Time Needed²	>45 minutes
Time Sensitive³	Yes
Specific Time(s)⁴	No
Will You Be Providing a PowerPoint ?	No
Will You Be Providing Back-Up Documentation or Handouts? <small>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.</small>	<input type="checkbox"/> No

Mayor or Designee approval: _____



¹ What you will ask the Council to do (e.g., discussion only, appropriate money, adopt policy/ordinance) – in specific terms. ² Assumed to be 10 minutes unless otherwise specified. ³ Urgency that the topic to schedule on the requested date. ⁴ If important to schedule at a specific time, list a few preferred times.