

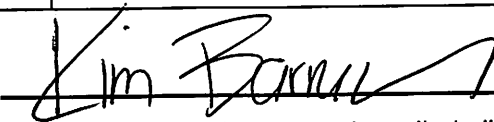
Mayor's Office: Council Agenda Item Request Form

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

Date Received (office use)	
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Date of Request	05-07-18
Requesting Staff Member	Holly M. Yocom
Requested Council Date	05-08-18
Topic/Discussion Title	Potential Litigation
Description	Closed Session Request to Discuss Potential Litigation.
Requested Action¹	Closed Session.
Presenter(s)	Holly M. Yocom, Director of Community Services Darrin Casper, Deputy Mayor and Chief Financial Officer
Time Needed²	20 minutes.
Time Sensitive³	Yes
Specific Time(s)⁴	No
Will You Be Providing a PowerPoint?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will You Be Providing Back-Up Documentation or Handouts? <small>Please attach 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"/> Yes <input checked="" 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.