

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	1/25/18
Requesting Staff Member	Deputy Mayor Karen Hale
Requested Council Date	1/30/18
Topic/Discussion Title	Informational update on the homeless resource centers
Description	The Council requested an updated on the homeless resource center project including program and design updates.
Requested Action¹	Informational
Presenter(s)	Janell Fluckiger Director, Special Projects, Salt Lake County Mayor's Office and Preston Cochrane, Shelter the Homeless
Time Needed²	15 minutes
Time Sensitive³	No
Specific Time(s)⁴	
Contact Name & Phone	Janelle Fluckiger, 8-7143
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.	

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 scheduled on the requested date.

⁴ If important to schedule at a specific time, list a few preferred times.