

**BOARD OF PUBLIC WORKS AND SAFETY
Agenda Request Form**

(Form B-01-2012)

Organizations and individuals are asked to submit a request form and supporting documents to be placed on the agenda. You will be contacted by the City confirming the date of the meeting in which your request will be heard. Please make sure that your contact information is accurate in case we need to get in touch with you. The Board of Works meets on the 1st and 3rd Monday of each month at 5:00 p.m. in City Hall located at 70 E. Monroe Street.

Date Submitted:	5/1/2019	Meeting Date:	5/6/2019
Contact Information:			
Requested by:	Brett Jones		
On Behalf of Organization or Individual		Parks Fleet	
Telephone:			
Email address:			
Mailing Address:			
Describe Request			
Approval to trade two additional vehicles for value to be applied as credit on new vehicle lease schedule			
List Supporting Documentation Provided:			
2006 Chevrolet 1500 Silver 1GCEK19V36Z217261			
2004 Jeep Cherokee Silver 1J4GW48S84C162810			
Who will present the request?			
Name:	Brett Jones	Telephone:	

In order for an individual and/or agency to be considered for new business on the Board of Works agenda, this reservation form and supporting documents must be received in the Mayor's office no later than 4:00 p.m. on the Wednesday before the meeting.