



Agenda Item Request Form

All agenda items and any back-up material needs to be submitted to the Clerk's Office by Thursday at 5 p.m. in order to be on the following Wednesday's Agenda.

You may email back-up: ordinances, resolutions, contracts, agreements and a brief explanation of your item to: tgibson@boxeldercounty.org

Item to be presented in: Admin/Operational Commission Meeting
MBA RDA Closed Session Other _____

Date of meeting requested: 09/07/2022 Date form submitted: 08/29/22

Time allotment requested: 2 min. 5 min. 10 min. Other _____

Person & Organization submitting item Box Elder County Auditor

Contact Information Shirlene Larsen (435)734-3360

(Please include phone number)

Subject to be presented:

Addendum to Engagement Letter with Wiggins and Co

(Please use specific language as to how you want the item noticed)

Reason for request:

Need Commission signature

What action have you taken/Who have you contacted prior to this?

Emailed with all County Commissioners

Official Action Requested:

Need approval and signature

Has the document been approved by the County Attorney? Yes No