



## OFFICE OF THE COUNTY ATTORNEY

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### MEMORANDUM

DATE: September 15, 2017

TO: Diana Robinson, Emergency Manager, Property Management Department

THROUGH: Mitchell O. Palmer, County Attorney *MOP 9-19-17*

FROM: Alexandria C. Nicodemi, Assistant County Attorney *ACN*

RE: **Preferred Building and Grounds Equipment Materials and Design Criteria Catalog Resolution; CAO Matter No. 2017- 0385**

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This memorandum is in response to the above referenced Request for Legal Services in which you asked this office to review a draft resolution regarding the Second Edition of the Preferred Building and Grounds Equipment, Materials and Design Criteria Catalog. Per your Request, I have reviewed and revised the draft resolution for your consideration.

The draft I am providing reflects the following:

1. I suggest revising the whereas clauses as reflected in the enclosed redlined draft. While the whereas clauses in the draft you provided were legally sufficient, I recommend utilizing more concise statements to communicate the purpose of the resolution.
2. I revised the title, format, and enacting clause of the draft resolution to be legally sufficient.

Therefore, while I recommend you incorporate all of the redlined revisions in the final resolution, I find the draft to be legally sufficient subject to the revisions described in paragraph 2 above.

\* Board Certified in Construction Law

\*\* Board Certified in City, County, & Local Government Law

Diana Robinson, Emergency Manager, Property Management Department  
September 15, 2017  
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This completes the response to your Request for Legal Services. If you have any further questions, comments, or concerns, please feel free to contact me.

ACN

Enclosure

Copies to:

Ed Hunzeker, County Administrator

Dan Schlandt, Deputy County Administrator

Charlie Bishop, Director, Property Management Department