

**SUBJECT:**

**Agenda Statements for Closed Sessions  
Concerning Real Property Negotiations**

**POLICY NUMBER 100-56  
ADOPTED 9-21-05**

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It is the policy of the City Council that agenda statements for closed sessions concerning real property negotiations pursuant to Government Code sections 54956.8 and 54954.5 include the following information:

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Property: (Specify street address, or if no street address, the parcel number or other unique reference, of the real property under negotiation)

Agency negotiator: (Specify names of negotiators attending the closed session) (If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator so long as the name of the agent or designee is announced at an open session held prior to the closed session.)

Negotiating parties: (Specify name of party (not agent))

Under negotiation: (Specify whether instruction to negotiator will concern price, terms of payment, or both)

Whether the negotiations concern the lease or sale of property and if a specific agreement is currently being negotiated, the name of the agreement, provided inclusion of such information will not jeopardize negotiations.