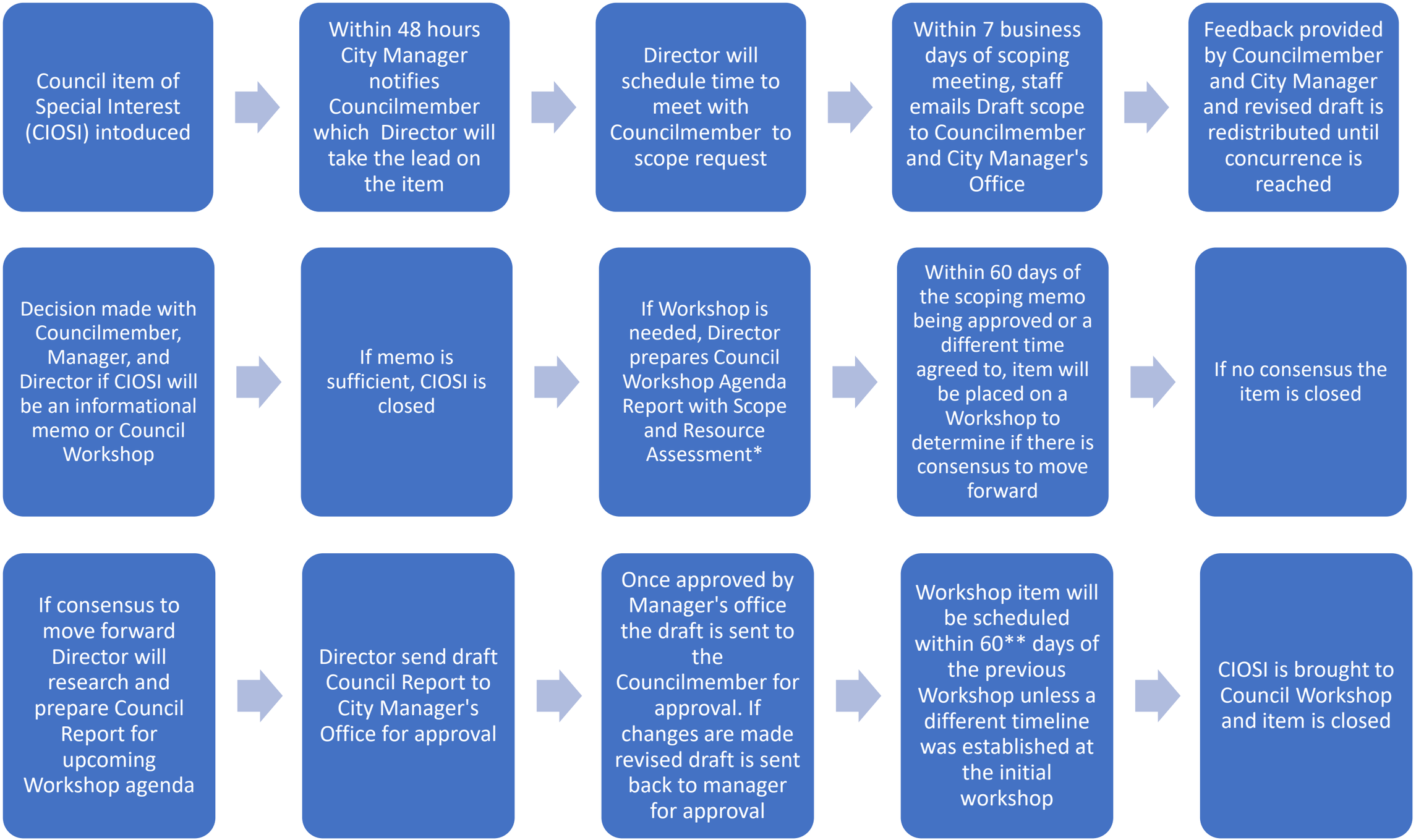

***Should include required resources, impact on other projects, relationships to work program priorities and Council strategies, estimated timeline, and other related observations.**
**** If 60 days is not an option Director will indicate in writing to the Councilmember a tentative timeline and seek concurrence.**