



LEGAL REQUEST MEMORANDUM (LRM)

From: (Name) Cincotti Roberta (Dept) Community Services - 1025
(Title) COC Manager (Phone) ext 86602
Signature Roberta Cincotti Date 9/24/2025

The Office of the County Attorney is requested to provide legal assistance as detailed in this legal request and supporting documents (attached).

Request for: ☐ Draft Document ☐ Approve as to Form ☐ RESUBMIT LRM No. _____
☐ Legal Opinion ☐ Other

Description of Request

Agreement for Lutheran Family Services to receive Challenge Grant Funds (DCF) for Housing Counselor/Navigation services. I added some wording, which may or may not be good. Please advise.

For more information or discussion, contact: ☐ Same as above
(Name) _____ (Title) _____ (Phone) _____
Last First

Agenda Item? ☒ Yes ☐ No Agenda Date: 10/21/2025
Agenda Deadline Date for Legal: 9/26/2025 Agenda Deadline Date for Admin: 10/9/2025

Note: Please allow a MINIMUM of 5 working days BEFORE deadlines for LRM to be completed.

DO NOT COMPLETE - Office of the County Attorney use ONLY

LRM No. 2025-971

Assigned to: ☐ Matthew Guy Minter, County Attorney ☐ Dana E. Olesky, Chief Asst. County Attorney ☐ Linda Blackburn, Asst. County Attorney ☒ Thomas Schwartz, Asst. County Attorney ☐ Valdoston Shealey, Asst. County Attorney

Outcome:

Date Received:

☐ Approved as to form and legal sufficiency
☒ Approved with revisions: ☒ Suggested ☒ Completed
☐ Other:

RECEIVED

By Victoria Ryder at 4:50 pm, Sep 24, 2025

Attorney Signature: [Signature] Date 9/25/25
Staff Signature: [Signature] Date: 9/25/25 Returned: ☒ Department ☐ Admin ☐
Completed