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# MEMORANDUM

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Date: August 19, 2025

To: Melissa Manriquez  
Clerk of the Board of Supervisors

From: Jan Leshner  
County Administrator

Re: **Agenda Item Request for the September 2, 2025 Board of Supervisors Meeting**

Please place an Agenda item on the September 2, 2025 Board of Supervisors Meeting Agenda entitled:

**Proposed Policy for Non-Disclosure Agreements (NDAs) in Economic Development Projects**

- *Discussion/Direction/Action*

JKL/dym

c: Carmine DeBonis, Jr., Deputy County Administrator  
Steve Holmes, Deputy County Administrator