

**REVIEW AND APPROVAL REQUESTED FOR:**

☐ Contract ☐ Amendment ☐ Resolution ☒ Ordinance ☐ Policy ☐ Other

**County Counsel  
REVIEW ROUTING SHEET**

Date Prepared: 12/10/25Need Date: 12/24/25**PROCESSING DEPARTMENT**Department: CAOOrg Code: 0200000Dept Contact: Alison WinterFunding Source: GFPhone: x6765

PL String: \_\_\_\_\_

Dept. Signature: Alison Winter Digitally signed by Alison Winter  
Date: 2025.12.02 16:28:39 -08'00'

Legistar #: \_\_\_\_\_

Title: Principal Management Analyst**CONTRACT INFORMATION**

CONTRACT #: \_\_\_\_\_

CONTRACT AMENDMENT #: \_\_\_\_\_

Contracting Department: \_\_\_\_\_

Contractor/Vendor Name: \_\_\_\_\_

Contract Term: \_\_\_\_\_ Contract Value: \_\_\_\_\_

*Note - HR & RISK review will take place during Fenix Contract workflow - amendments see below.***ORDINANCE/RESOLUTION/POLICY INFORMATION**TITLE / SUBJECT: Designation of appointed department headsNUMBER (If Assigned): Chapter 2.14.010**DESCRIPTION AND ADDITIONAL NOTES FOR COUNTY COUNSEL**Amending the County Ordinance Chapter 2.14.010 to allow for the appointment of Chief Probation Officer by the BOS.**COUNTY COUNSEL**

Approved ☒ Disapproved ☐ Date: 12/18/25  
Approved ☐ Disapproved ☐ Date: \_\_\_\_\_

By: David Livingston Digitally signed by David Livingston  
Date: 2025.12.18 13:08:03 -08'00'  
By: \_\_\_\_\_

**COMMENTS****CONTRACT AMENDMENT ONLY****HR APPROVAL**Compliance with Human Resources requirements? Yes: ☐ No: ☐

Compliance verified by: \_\_\_\_\_

**RISK APPROVAL**

Approved ☐ Disapproved ☐ Date: \_\_\_\_\_ By: \_\_\_\_\_  
Approved ☐ Disapproved ☐ Date: \_\_\_\_\_ By: \_\_\_\_\_

**COMMENTS**