

REVIEW AND APPROVAL REQUESTED FOR:

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

**County Counsel
REVIEW ROUTING SHEET**

Date Prepared: 7/15/25Need Date: 7/29/25**PROCESSING DEPARTMENT**

Department: Human Resources
Dept Contact: Michael Reddin
Phone: 5531
Dept. Signature: Bill Edwards
2025.07.15 14:58:11 -0700'
2025.001.20531
Title: Asst Director of HR

Org Code: 0800000
Funding Source: _____
PL String: _____
Legistar #: 25-1327

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 INFORMATIONTITLE / SUBJECT: Chief Information Officer Job Spec CreationNUMBER (If Assigned): TBD**DESCRIPTION AND ADDITIONAL NOTES FOR COUNTY COUNSEL**

Resolution creating a new job class for Chief Information Officer, adoption the job class number, bargaining unit, and salary range.

COUNTY COUNSEL

Approved ☒ Disapproved ☐ Date: 7/17/25
Approved ☐ Disapproved ☐ Date: _____

By: Stephen L. Mansell Digitally signed by Stephen L. Mansell
Date: 2025.07.17 14:19:53 -07'00'
By: _____

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

Compliance verified by: _____

RISK APPROVAL

Approved ☐ Disapproved ☐ Date: _____
Approved ☐ Disapproved ☐ Date: _____

By: _____
By: _____

COMMENTS