

# AGREEMENT CONTRACT ROUTING SHEET

**Date Prepared:** 12/08/2021

**Need Date:** 02/01/2022

**PROCESSING DEPARTMENT:**

Department: Planning and Building Department  
Dept. Contact: C.J. Freeland  
Phone: ext. 5159 or (530) 391-6449 cell  
Department Head Signature: Chris Perry Digitally signed by Chris Perry  
Date: 2021.12.30 01:52:00  
-08'00'

**CONTRACTOR:**

Name: N/A  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Org Code: 37301057  
Project # \_\_\_\_\_  
(if applicable): \_\_\_\_\_  
Funding Source: General Fund

**CONTRACTING DEPARTMENT:** Planning and Building Department

Service Requested: Review Resolution to adopt state required amendments to the 2021-2029 Housing Element to achieve "Certification" from HCD.

Description: Resolution for adoption of amended Housing Element Update

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

**COUNTY COUNSEL:** (Must approve all contracts and MOU's)

Approved:  Disapproved:  Date: 02/09/2022 By: Kathleen Digitally signed by Kathleen  
Date: 2022.02.09 08:58:27  
-08'00'  
Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_

**CONDITIONAL APPROVAL** - Please correct the typo highlighted in green (corrections completed- cjf)

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**HR APPROVAL:** WILL BE REVIEWED THROUGH WORKFLOW

**RISK MANAGEMENT:** WILL BE REVIEWED THROUGH WORKFLOW

**PLEASE EMAIL SIGNED DOCUMENT TO:** cynthia.freeland@edcgov.us

**Thank you!**