REVIEW AND APPROVAL REQUESTED FOR: Contract Amendment Resolution Ordinance Policy Other	
County Counsel REVIEW ROUTING SHEET	
Date Prepared: 10/6/25	Need Date: 10/9/25
PROCESSING DEPARTMENT	
Department: Human Resources Dept Contact: Michael Reddin Phone: 5531 Dept. Signature: Digitally signed by Joseph Carruesco Date: 2025.10.06 12.59.42-4700 HR Director	Org Code: 0800000 Funding Source: TBD PL String: TBD Legistar #: 25-1755
CONTRACT INFORMATION	
CONTRACT #:	CONTRACT AMENDMENT #:
Contracting Department: Contractor/Vendor Name:	
	Contract Value:
Note - HR & RISK review will take place during Fenix Contract workflow - amendments see below.	
ORDINANCE/RESOLUTION/POLICY INFORMATION TITLE / SUBJECT: New Job Classification - Airport Operations Officer NUMBER (If Assigned): DESCRIPTION AND ADDITIONAL NOTES FOR COUNTY COUNSEL Create new job class of Airport Ops Officer, and add 1.0 FTE allocation to CAO authorized allocations.	
Approved Approved Disapproved Date: 10/7/25 By: Stephen L. Mansell Digitally signed by Stephen L. Mansell Date: 2025.10.07 10:11:29-07'00' By: Stephen L. Mansell Digitally signed by Stephen L. Mansell Date: 2025.10.07 10:11:29-07'00' By: COMMENTS Approved as revised.	
CONTRACT AMENDMENT ONLY HR APPROVAL Compliance with Human Resources requirements? Yes: No: Compliance verified by: RISK APPROVAL Approved Disapproved Date: By: COMMENTS_ COMMENTS_	