

Legistar No.: 24-1676

Resolution No.: \_\_\_\_\_

# RESOLUTION ROUTING SHEET

Date Prepared: 10/28/24

Need Date: 11/12/24

## PROCESSING DEPARTMENT:

Department: Chief Administrative Office, Airports Division

Contact Name: Jennifer Franich

Phone: 621-7539

Email Address: jennifer.franich@edcgov.us

Department Head Signature: Jennifer Franich Digitally signed by Jennifer Franich  
Date: 2024.11.19 12:16:34 -08'00'

Requesting Department: Chief Administrative Office Org Code: 3540400

Service Requested: Resolution Review

### Description:

Please review the attached Resolution to increase the existing \$100.00 imprest account for the Airports Division, increasing the imprest cash funds by \$200.00, for a total of \$300.00.

## COUNTY COUNSEL:

Approved: ☒ Disapproved: ☐ Date: 11/21/2024

County Counsel Signature: Daniel Vandekoolwyk Digitally signed by Daniel Vandekoolwyk  
Date: 2024.11.21 16:01:04 -08'00'

County Counsel Comments:

HR APPROVAL: N/A (Resolution)

RISK MANAGEMENT: N/A (Resolution)

**PLEASE EMAIL CHANGES/APPROVAL TO DEPARTMENT CONTACT**