

REVIEW AND APPROVAL REQUESTED FOR:

Contract Amendment Resolution Ordinance Policy Other

**County Counsel
REVIEW ROUTING SHEET**

Date Prepared: 2/2/26

Need Date: 2/3/26

PROCESSING DEPARTMENT

Department: CAO - Airports
Dept Contact: Laura Schwartz
Phone: x6541
Dept. Signature: Laura Schwartz
Title: _____

Org Code: 3540400
Funding Source: Airports
PL String: _____
Legistar #: 26-0259

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: _____

NUMBER (If Assigned): _____

DESCRIPTION AND ADDITIONAL NOTES FOR COUNTY COUNSEL

Airport county hangar lease template

COUNTY COUNSEL

Approved Disapproved Date: 2/4/26
Approved Disapproved Date: _____

By: Daniel Vandekoolwyk Digitally signed by Daniel Vandekoolwyk
Date: 2026.02.04 12:50:54 -08'00'
By: _____

COMMENTS This Template is approved for all County-Owned Hangar leases until 1-1-2028.

Any Lease that deviates from the Template must be sent to County Counsel for approval.

Please re-submit no later than 1-1-2028.

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 _____