

REVIEW AND APPROVAL REQUESTED FOR:

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

**County Counsel
REVIEW ROUTING SHEET**

Date Prepared: 7/30/25Need Date: 8/13/25**PROCESSING DEPARTMENT**

Department: Human Resources
Dept Contact: Michael Reddin
Phone: 5531
Dept. Signature: Joseph Carruesco
Title: HR Director

Org Code: 0800000
Funding Source: _____
PL String: _____
Legistar #: 25-1420

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: Upward Reclassification - SurveyorNUMBER (If Assigned): TBD**DESCRIPTION AND ADDITIONAL NOTES FOR COUNTY COUNSEL**

Resolution to upwardly reclassify an Assistant in Land Surveying allocation an incumbent to
Associate Land Surveyor (position number 3919)

COUNTY COUNSEL

Approved ☒ Disapproved ☐ Date: 8/4/25
Approved ☐ Disapproved ☐ Date: _____

By: Stephen L. Mansell Digitally signed by Stephen L. Mansell
Date: 2025.08.04 15:07:10 -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: _____
Approved ☐ Disapproved ☐ Date: _____ By: _____

COMMENTS _____