

# RESOLUTION ROUTING SHEET

Date Prepared: 10/02/2019

Need Date: 11/02/2019

**PROCESSING DEPARTMENT:**

Department: Planning & Building  
Dept. Contact: Jean Warner  
Phone: X5888  
Department Head Signature: *Jean Warner*

**CONTRACTOR:**

Name: N/A  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Org Code: 3710100  
Project String (if applicable): \_\_\_\_\_

Funding Source: Building Permit Fees

**CONTRACTING DEPARTMENT:** Planning and Building, Building Division

Service Requested: Resolution approval

Description: Requesting an increase in the Building Division's change fund from \$200 to \$500

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

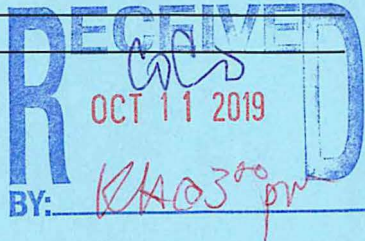
**COUNTY COUNSEL:** (Must approve all contracts and MOU's)

Approved: ✓ Disapproved: \_\_\_\_\_ Date: 11/17/19 By: D. LIVINGSTON *DL*  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

Requested change made 11/12 - Jm

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

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



PLEASE EMAIL FOR PICK-UP kevin.willard@edcgov.us  
Thank you!