

Counsel please include this information in your billing description.	>	AGMT-13-53757	Legistar #: 13-0983	P&C #: NA
	>	Index Code: 306500	Project #: 25000 A	Charge To #: 25000 A
	>	Project California Tahoe Conservancy Lease Agreement CTA 13 003		
	>	Description:		

## CONTRACT ROUTING SHEET

**PROCESSING DEPARTMENT:**

Department: Community Development Agency  
 Division: Transportation  
 Dept Contact: Kady Leitner  
 Phone: x5150  
 Authorized Signature: *Sherrie Busby*

Sherrie Busby  
 Administrative Services Officer  
 Contract Services Unit

**CONTRACTOR:**

Name: California Tahoe Conservancy  
 Address: 1061 3rd. Street  
 South Lake Tahoe, CA 96150  
 Phone: (530) 542-5580

**CONTRACTING DEPT: Transportation**

Service Requested: Review & Approve  
 Contract Term: 1 Years  
 Contract/Amendment Amount: \$6,800.00

Compliance with Human Resources Requirements: Yes: X No: \_\_\_\_\_

Compliance verified by: \_\_\_\_\_ Contract Notification Sent: \_\_\_\_\_ HR Response Received: \_\_\_\_\_

Ok Per: NA - Lease Agreement

**COUNTY COUNSEL:** (must approve all contracts and MOUs)

Approved: ✓ Disapproved: \_\_\_\_\_ Date: 9/12/13 By: D. Livingston  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

RECEIVED  
 HUMAN RESOURCES DEPT.  
 13 SEP 13 PM 3:21  
 EL DORADO COUNTY COUNSEL

**Please forward to Risk Management upon approval.**

**RISK MANAGEMENT:** (All contracts and MOUs except boilerplate grant funding agreements)

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

*nothing for Risk to Approve*

**OTHER APPROVAL:** (Specify department(s) participating or directly affected by this contract)

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_  
 Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_