

Counsel please include this information in your billing description.	>	Contract #: 16 - 41503	Legistar #: 15-1429	P & C #: NA	
	>	Index Code: 340000		Activity Code:	
	>	Project	Resolution establishing an imprest cash account for the Environmental Management and		
	>	Description:	Development Services Divisions of the Community Development Agency		

RESOLUTION ROUTING SHEET

PROCESSING DEPARTMENT:

CONTRACTOR: NA

Department: Community Development Agency

Division: Administration & Finance

Dept Contact: Scott Wilson

Phone: x6050

Dept Head Signature: *Ruth Young*
Ruth Young

CONTRACTING DEPT: CDA

Service Requested: **Review && Approve**

Contract Term: **NA**

Contract/Amendment Amount: **0**

Compliance with Human Resources Requirements: Yes: **X** No: _____

Compliance verified by: **Contract Notification Sent: NA - Resolution**

COUNTY COUNSEL: (must approve all contracts and MOUs)

Approved: *condt* Disapproved: _____ Date: *1/15/2016* By: *J. San Pedro*
Approved: _____ Disapproved: _____ Date: _____ By: _____

EL DORADO COUNTY COUNSEL
2016 JAN -8 AM 11:16

With changes as noted.

Changes made
JW

RETURN TO CDA ADMIN
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: _____

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

Approved: _____ Disapproved: _____ Date: _____ By: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____