

Counsel please include this information in your billing description.	>	-17-54772	Legistar #: 17-1213	P&C #: NA
	>	Index Code: 301321	Project #: 91919 A	Charge To #: 91919 A
	>	Project Adopt-a-Cemetery-Project Program		
	>	Description:		

CONTRACT ROUTING SHEET

PROCESSING DEPARTMENT:

Department: Community Development ~~Agency~~ *Services*
 Division: Administration and Finance
 Dept Contact: Sherrie Busby
 Phone: x5984
 Authorized Signature: *Sherrie Busby*
 Sherrie Busby
 Administrative Services Officer

Date Submitted: *1/24/18*
 Date Needed: 2/16/2018
 Funding Sources: General Fund

CONTRACTING DEPT: CDA

Service Requested: Review & Approve
 Contract Term: NA
 Contract/Amendment Amount: \$0.00

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

Compliance verified by: _____ Contract Notification Sent: _____ HR Response Received: _____
 Ok Per: NA-Program for Volunteers

COUNTY COUNSEL: (must approve all contracts and MOUs)

Approved: ✓ Disapproved: _____ Date: _____ By: *[Signature]*
 Approved: _____ Disapproved: _____ Date: _____ By: _____

see suggested language changes

Language changes made SB

EL DORADO COUNTY COUNCIL
2018 JAN 24 11:43

Please forward to Risk Management upon approval.

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

Approved: ✓ Disapproved: _____ Date: *2/12/18* By: *[Signature]*
 Approved: _____ Disapproved: _____ Date: _____ By: _____

PM 12:03 HR/RM FEB 9 '18

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

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