Legislative Review Form



Agency: <u>DES/FBOD</u>	Contact person: Ken Guy		Phone: 2	Phone: <u>263-9254</u>	
Ordinance Motion Proviso Report Other					
Civil Division Prosecuting Attorney Review					
Name: Jenifer Merkel	Version: Final		Date 4/2	Date 4/20/20	
Dept. Director or Designee Review					
Name: Tom Koney, Deputy Director, DES Version: Final			Date	Date	
Performance Strategy & Budget Office Review					
Name: Nat Bennett	Version: Final		Date: 5/	15/20	
<u>Technical Form/Code Reviser Review – Confirm adherence to legislative format</u>					
Name: Bruce Ritzen Version: Draft		Date: 3/16/20			
Executive Office Review & Transmittal Approval					
Name: Karan Gill	Version: Final	Date: 5/28/20			
ENTRANCE CRITERIA REVIEW					
		EXEC (OFFICE (initials	s) KCC CLERK	
Fiscal note?		$Y \boxtimes$	NA 🗌 BB	Y NA	
KC Strategic Plan reference in letter?		$Y \boxtimes$	NA BB	Y NA	
Proof read for spelling and grammar?		$Y \boxtimes$	NA 🔲 BB	Y NA	
All pertinent attachments listed/labeled?		$Y \boxtimes$	NA 🔲 BB	Y NA	
Costs identified/described in letter		Y 🗌	NA 🛛 BB	Y NA	
Regulatory Note Required and Complete?		$Y \square$	NA 🖂 BB	Y NA	
Formatted/Delivered in word-searchable doc format?		$Y \boxtimes$	NA 🔲 BB	Y NA	
Potential Annexation Area (PAA) impacts identified?		Y 🗌	NA 🖂 BB	Y NA	
Advertising required? if yes, cite all pertinent code/laws.		Y 🔲	NA 🔀 BB	Y NA	
Any special circumstances affecting processing time?		Y 🔲	NA 🛛 BB	Y NA	