**Legislative Review Form**



Agency: EXEC Office Contact person Rick Ybarra Phone 206-263-9651

Ordinance  Motion  Proviso  Report  Other

Civil Division Prosecuting Attorney Review

Name  John Gerberding Version Final Date 1/21/2021 @ 4:33pm

Dept. Director or Designee Review

Name Rachel Smith Version Final Date 1/8/2021 @ 12:30 pm

Performance Strategy & Budget Office Review

Name      Version       Date

Technical Form/Code Reviser Review – Confirm adherence to legislative format

Name Bruce Ritzen, Council Staff Version Final Date 1/19/2021 @ 10:21am

Executive Office Review & Transmittal Approval

Name Shannon Braddock Version Final Date 1/8/2021 @ 12:30pm

**ENTRANCE CRITERIA REVIEW**

**EXEC OFFICE (initials) KCC CLERK**

Fiscal note? Y  NA  BB Y NA

KC Strategic Plan reference in letter? Y  NA  BB Y NA

Proof read for spelling and grammar? Y  NA  BB Y NA

All pertinent attachments listed/labeled? Y  NA  BB Y NA

Costs identified/described in letter Y  NA  BB Y NO

Regulatory Note Required and Complete? Y  NA  BB Y NO

Formatted/Delivered in word-searchable doc format? Y  NA  BB Y NA

Potential Annexation Area (PAA) impacts identified? Y  NA  BB Y NO

Advertising required? if yes, cite all pertinent code/laws. Y  NA  BB Y NO

Any special circumstances affecting processing time? Y  NA  BB Y NO