**Legislative Review Form**



Agency: \_DLS Roads\_\_ Contact person \_Tricia Davis\_ Phone \_206-263-9690\_\_\_

Ordinance  Motion  Proviso  Report  Other

Civil Division Prosecuting Attorney Review

Name John Briggs Version Final Date 03/16/2021

Dept. Director or Designee Review

Name Tricia Davis & John Taylor Version Final Date 04/23/2021

Performance Strategy & Budget Office Review

Name: Jillian Scheibek Version Final Date: 5/14

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

Name Bruce Ritzen Version Final Date 03/16/2021

Executive Office Review & Transmittal Approval

Name: Karan Gill Version: Final Date: 5/26

**ENTRANCE CRITERIA REVIEW**

*Do not check off boxes but ensure elements have been met****.* 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