**Legislative Review Form**



Agency: Metro Transit Department Contact person: Dave VanderZee Phone: (206) 477-0091

Ordinance  Motion Proviso  Report  Other

Civil Division Prosecuting Attorney Review

Name Cheryl Carlson Version Final Date 1/12/21

Dept. Director or Designee Review

Name Terry White Version Final Date 2/10/2021

Performance Strategy & Budget Office Review

Name Shelley DeWys Version Final Date 3/8/21

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

Name Bruce Ritzen Version Final Date 1/7/21

Executive Office Review & Transmittal Approval

Name Karan Gill Version Final Date 3/8/21

**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 NA