

# ADMINISTRATIVE REVIEW FORM

## Request for Council Action

See Reverse for Instructions

Log No.

### I. DIRECTORS AND / OR COMMISSIONERS (Summary of Action Requested)

Requesting approval of a Class A (Neighborhood) Incentive Grant Award Agreement with The North Limestone Neighborhood Association, Inc. funded by the Water Quality Management Fee pursuant to Section 16-410 of the Code of Ordinances.

Budgetary Implications: ☒ Yes ☐ No Advance Document Review: ☒ Law ☒ Risk Mgmt  
If "Yes", provide the following information. Prepare and attach a Budget Amendment if necessary.

Fully Budgeted ☒ Partially Budgeted ☐ Not Budgeted ☐

ACCOUNT NUMBER

4051 - 303204 - 3373 - 78112

THIS FY IMPACT

\$ 50,000.00

ANNUAL IMPACT

\$ 0.00

PROJECT

ACTIVITY

BUDGET REFERENCE

Director's Signature

Date

Commissioner's Signature

Date

### II. RECEIVED AND LOGGED FOR CHIEF ADMINISTRATIVE OFFICER

Received By

Date

### III. ADMINISTRATIVE SERVICES REVIEW

Review By	Initials / Date	Approve	Disapprove	Comments
Department of Law				
Division of Budgeting				
Schedule No. _____ B-102 No. _____ Acct. No. _____				
Project _____ Activity _____ Budget Reference _____				
Fiscal Year _____ Annual Impact \$ _____ Current Balance \$ _____				
Division of Human Resources				
Division of Community Development				
Division of Purchasing				

### IV. POST REVIEW ACTION TAKEN

☐ Forward to CAO ☐ Hold ☐ Return to Commissioner or Director

### V. CAO'S REVIEW

☐ New Business Item ☐ Approve ☐ Disapprove ☐ Hold and Reenter (Date) \_\_\_\_\_  
☐ Pull Permanently Return to: \_\_\_\_\_  
CAO \_\_\_\_\_ Date \_\_\_\_\_

### VI. COW Work Session Recommendation

☐ To Remain on Docket ☐ Receive as Information Only  
☐ Request Add'l Info from \_\_\_\_\_ ☐ To Council \_\_\_\_\_ Committee  
☐ Other: \_\_\_\_\_ Council Administrator \_\_\_\_\_ Date \_\_\_\_\_

Office of the Mayor Form 1

Updated: January 10, 2011

Use previously approved form until supply is exhausted