ADMINISTRATIVE REVIEW FORM
Request for Council Action
See Reverse for Instructions

Log No.

I. **DIRECTORS AND / OR COMMISSIONERS** (Summary of Action Requested) To authorize a Statement of Affiliation for the Division of Fire and Emergency Services as Rescue Squad under KRS Chapter 39F.

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   THIS FY IMPACT   ANNUAL IMPACT

____-____-____-____ $_____ $_____

PROJECT _____   ACTIVITY _____   BUDGET REFERENCE _____

Paul L. Digy   11/7/11   _____ / _____

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
January 10, 2011
Use previously approved form until supply is exhausted