

Oversight Department Required?
 Related RC/BT?
 Waiver of Code?
 Code Exception?
 Continuation of Grant?
 Surplus Property Certification?
 Related Enacted Ordinances?
 Report Required to City Council or
 Council Auditors?

X	
	X
X	
	X
	X
	X
	X
	X

Name of Dept.: Office of Economic Development
 (Attach a copy)
 Identify Code: 2006 Public Investment Policy
 Identify Code: _____
 (Attach a copy)
 Ordinance #: _____
 Date: _____ Frequency: _____

ADMINISTRATIVE TRANSMITTAL

To: MBRC, c/o Roselyn Chall, Budget Office, St. James Suite 325
 Cc: Kerri Stewart, Chief of Staff, Office of the Mayor

From: Paul Crawford, Deputy Executive Director, Office of Economic Development
 (Name, Job Title, Department)
 Phone: 630-7063 E-mail: Paulc@coj.net

Contact Ed Randolph, Business Development Manager, OED
 Person: (Name, Job Title, Department)
 Phone: 630-1185 E-mail: edr@coj.net

COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL

To: Peggy Sidman, Office of General Counsel, St. James Suite 480
 Phone: 630-4647 E-mail: psidman@coj.net

From: _____
 (Name, Job Title, Department)
 Phone: _____ E-mail: _____

Contact _____
 Person: (Name, Job Title, Department)
 Phone: _____ E-mail: _____

Legislation from Independent Agencies require a resolution from the Independent Agency Board approving the legislation.

FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED