



CITY COUNCIL
 James Tucker – Mayor
 Geoff Dale – Mayor Pro Tem
 Robert Amparano – Councilmember
 Darrell Fichtl – Councilmember
 Betty Sampson – Councilmember

CITY CLERK
 Debra Jackson

CITY TREASURER
 Stacy Cox

CITY ATTORNEY
 Dennis Morita

CITY MANAGER
 Stefan T. Chatwin

CFD Disbursement Approval Procedure

CFD 2004-1 (Victoria Ranch)
Payment Request No. 13 - 2019

Date Requested: April 26, 2019

Request Information: Payment Request No. 13-2019 is for construction, engineering and related costs incurred for an Acquisition Agreement Exhibit "A" facilities/fees as shown in Attachment I. The request is to reimburse the advanced amount as follows: \$20,862.60.

Actions required and steps taken in approving this request:

1. **Special Tax Consultant:** *Confirms that the facilities/fees are per the Acquisition Agreement dated November 1, 2005, includes confirmation of three (3) bids, contracts to perform the work, invoices or cancelled checks, and lien releases.*

Special Tax Consultant Recommendations: To submit to the Director of Administrative Services the request to pay as requested from Surplus Funds. The Request lists the facilities/fees and meets the requirements for reimbursement that include the submittal of support documents in the form of contracts, invoices, cancelled checks, and lien releases, so that it can be processed for submission to the City Finance Director for payment under the Acquisition Agreement. This request should be paid from Surplus Funds (less retention if applicable) as follows:

\$20,862.60 representing pre-paid impact fees.

City Special Tax Consultant Approval

2. **City Public Works Director:** *Confirm that the improvements have been completed, inspected, and meet the conditions set out in the Acquisition Agreement. Sign the original copy of the request and below.*

City Public Works Director Approval

3. **Director of Administrative Services:** *Review, submit to Council if appropriate, and approve the request for disbursement.*

City Director of Administrative Services Approval

4. **City Finance Director:** *Please prepare and send these payments (wire instructions on file):*

Silvergate Bank
VR5A, Inc.
Routing No. 322286803
Account No. 5010000346

From: Surplus Funds (with 5% retention of 0.00 to be held) **\$20,862.60.**



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CFD Disbursement Approval Procedure

CFD 2004-1 (Victoria Ranch)

Payment Request No. 14 - 2019

Date Requested: April 26, 2019

Request Information: Payment Request No. 14-2019 is for construction, engineering and related costs incurred for an Acquisition Agreement Exhibit "A" facilities/fees as shown in Attachment 1. The request is to reimburse the advanced amount as follows: \$13,908.40.

Actions required and steps taken in approving this request:

1. **Special Tax Consultant:** *Confirms that the facilities/fees are per the Acquisition Agreement dated November 1, 2005, includes confirmation of three (3) bids, contracts to perform the work, invoices or cancelled checks, and lien releases.*

Special Tax Consultant Recommendations: To submit to the Director of Administrative Services the request to pay as requested from Surplus Funds. The Request lists the facilities/fees and meets the requirements for reimbursement that include the submittal of support documents in the form of contracts, invoices, cancelled checks, and lien releases, so that it can be processed for submission to the City Finance Director for payment under the Acquisition Agreement. This request should be paid from Surplus Funds (less retention if applicable) as follows:

\$13,908.40 representing pre-paid impact fees.

City Special Tax Consultant Approval

2. **City Public Works Director:** *Confirm that the improvements have been completed, inspected, and meet the conditions set out in the Acquisition Agreement. Sign the original copy of the request and below.*

City Public Works Director Approval

3. **Director of Administrative Services:** *Review, submit to Council if appropriate, and approve the request for disbursement.*

City Director of Administrative Services Approval

4. **City Finance Director:** *Please prepare and send these payments (wire instructions on file):*

**Silvergate Bank
 VR5A, Inc.
 Routing No. 322286803
 Account No. 5010000346**

From: Surplus Funds (with 5% retention of 0.00 to be held) \$13,908.40.

CFD 2004 - 1 Victoria Ranch - Imperial Request # 14-2019

| Company Name | Description | | | |
|------------------|-------------------------|---|-------------|---------------------|
| VR Cambria, Inc. | Models - Lots 32 and 34 | 2 | \$ 6,954.20 | \$ 13,908.40 |
| Total | | | | <u>\$ 13,908.40</u> |

Note
Checks and City of Imperial Receipts