



CITY COUNCIL
James Tucker – Mayor
Geoff Daje – Mayor Pro Tem
Robert Amparano – Councilmember
Darrell Pechtl – 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. 6-2018

Date Requested: March 20, 2018

Request Information: Payment Request No. 6-2018 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: \$403,343.60

Actions required and steps taken in approving this request:

1. **Special Tax Consultant:** Confirms that the facilities/fees are per the Acquisition Agreement and the Resolution of Intention dated August 4, 2014, 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 City Manager 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:

\$403,343.60 representing pre-paid impact fees.

City Special Tax Consultant Approval

2. **Community Development 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 Community Development Director Approval



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

CITY CLERK
Debra Jackson

CITY TREASURER
Stacy Cox

CITY ATTORNEY
Dennis Morita

CITY MANAGER
Stefan T. Chatwin

3. **City Manager:** Review, submit to Council if appropriate, and approve the request for disbursement.

City Manager Approval

4. **City Administrative Service Department:** Please prepare and send these payments (wire instructions on file):

Silvergate Bank
Tuscany Nine, Inc.
Routing No.
Account No.

From: Surplus Funds (with 0% retention of 0.00 to be held) \$403,343.60.