

Agreement # \_\_\_\_\_

Legistar # \_\_\_\_\_

# AGREEMENT CONTRACT ROUTING SHEET

Date Prepared: 04/05/2023

Need Date: 04/07/2023

**PROCESSING DEPARTMENT:**

Department: Planing and Building

Dept. Contact: Chris Smith

Phone: x6624

Department: Karen L. Garner

Head Signature: Karen L. Garner

Digitally signed by Karen L. Garner  
Date: 2023.04.05 13:25:45 -07'00'

**CONTRACTOR:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Org Code: 3720200

Project # \_\_\_\_\_

(if applicable): \_\_\_\_\_

Funding Source: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Planning and Building

Service Requested: Review and Approve Agreements for Serrano Village M4

Description: Agreement for Acceptance of Drainage Easements and Agreement for Acceptance of Roads

Contract Term: N/A Contract Value: \$ 0.00

**COUNTY COUNSEL: (Must approve all contracts and MOU's)**

Approved:  Disapproved:  Date: 04/05/2023

Approved:  Disapproved:  Date: \_\_\_\_\_

By: Daniel Vandekoolwyk

By: \_\_\_\_\_

Digitally signed by Daniel Vandekoolwyk  
Date: 2023.04.05 14:11:33 -07'00'

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**HR APPROVAL:** WILL BE REVIEWED THROUGH WORKFLOW

**RISK MANAGEMENT:** WILL BE REVIEWED THROUGH WORKFLOW

**PLEASE EMAIL SIGNED DOCUMENT TO:** christopher.smith@edcgov.us

**Thank you!**