

Agreement # _____

Legistar # Tentative 11/09/2021

AGREEMENT CONTRACT ROUTING SHEET

Date Prepared: 09/08/2021

Need Date: 10/06/2021

PROCESSING DEPARTMENT:

Department: Planning and Building Department
Dept. Contact: C.J. Freeland
Phone: ext. 5159 or (530) 391-6449 cell
Department Head Signature: Tiffany Schmid Digitally signed by Tiffany Schmid
Date: 2021.10.06 14:48:28 -07'00'

CONTRACTOR:

Name: N/A
Address: _____
Phone: _____
Org Code: 3735353
Project #
(if applicable): _____

Funding Source: General Fund and HOME grant funds

CONTRACTING DEPARTMENT: Planning and Building Department / HCED Program

Service Requested: Review Revised Homebuyer Loan Program Guideline Updates for Board Adoption

Description: Update to First Time Homebuyer Loan Program Guidelines for HOME and CDBG

Contract Term: _____ Contract Value: _____

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

Approved: Disapproved: Date: 11/17/2021 By: Kathleen Digitally signed by Kathleen
Date: 2021.11.17 14:52:17 -08'00'
Approved: Disapproved: Date: _____ By: _____

HR APPROVAL: WILL BE REVIEWED THROUGH WORKFLOW

RISK MANAGEMENT: WILL BE REVIEWED THROUGH WORKFLOW

PLEASE EMAIL SIGNED DOCUMENT TO: cynthia.freeland@edcgov.us

Thank you!