

## AGREEMENT CONTRACT ROUTING SHEET

Date Prepared: 01/04/2022Need Date: 02/04/2022**PROCESSING DEPARTMENT:**

Department: Planning and Building Department  
Dept. Contact: C.J. Freeland  
Phone: ext. 5159 or (530) 391-6449 cell  
Department Head Signature: Karen L. Garner  
Digitally signed by Karen L. Garner  
Date: 2022.01.10 13:42:00 -08'00'

**CONTRACTOR:**

Name: N/A  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Org Code: 3735352  
Project # \_\_\_\_\_  
(if applicable): \_\_\_\_\_

Funding Source: Community Development Block Grant**CONTRACTING DEPARTMENT:** Planning and Building DepartmentService Requested: Review state required loan document for CDBG grant funding - Deed of TrustDescription: One of three loan related documents for CDBG funding on behalf of the Diamond Village Apartments

Contract Term: \_\_\_\_\_ Contract Value: \_\_\_\_\_

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

Approved: ☒ Disapproved: ☐ Date: 02/09/2022 By: Kathleen  
Approved: ☐ Disapproved: ☐ Date: \_\_\_\_\_ By: \_\_\_\_\_  
Digitally signed by Kathleen  
Date: 2022.02.09 08:55:20 -08'00'

**HR APPROVAL:** WILL BE REVIEWED THROUGH WORKFLOW**RISK MANAGEMENT:** WILL BE REVIEWED THROUGH WORKFLOWPLEASE EMAIL SIGNED DOCUMENT TO: cynthia.freeland@edcgov.us

Thank you!