

BILLING/APPROPRIATION TRACKING PROCESS

PID	115989
C-R-S	MUS-376-5.09
Parcel # (Owner Name)	PCL 009, WD; Bowen Franklin Vancooney, Jr. & Linda Lou Vancooney
Date Review Completed	Tuesday, April 23, 2024
Preparer	Megan Matrka
Reviewer	Samantha Weeks

		INITIALS	DATES
NEG to RSM	Package Submitted		
RSM to REV	Review Assigned		
REV to RSM	Review Completed	SW	4/23/24
RSM to FAE	To Prepare RE-24	KH	
FAE to RSM	For Review of RE-24		
RSM to REA	For Signature(s)		
REA to FAE	To Order Warrant		
FAE to RSM	Return PKG with Warrant		
RSM to NEG	For Closing ... or ...		
RSM to AGO	For Appropriation _____ Package Warrant		

SPECIAL INSTRUCTIONS OR COMMENTS: FMVE was adjusted to minimum award policy per manual section 4000.07D. Owners counter offer from 2/8/24 of \$500.00 and was accepted 3/4/24. *W9 and SIF missing, The RE 60 and RE 60-1 says that we received them on 3/21/24. * Contract RE-220L needs signed by Marchbanks. *Warranty Deed needs to be signed.

SW

Encumbrance # & (%)	623304; 100% State
Amount (\$) & Object Code	\$500.00; AA,
Mail Warrant to:	N/A - District Personel

PEER REVIEW FOR BILLING / APPROPRIATION

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Type of Take	Warranty Deed	Easement	Temporary	TOTALS
Net Take	0.000	0.000	0.000	0.000
PRO	0.318	0.000	0.000	0.318
Total Compensation	\$500.00	\$0.00	\$0.00	\$500.00

	YES	NO
Is There Salvage?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is There a Structure?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is There a Holdback?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
More Than One (1) Warrant Needed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SPECIAL INSTRUCTIONS OR COMMENTS: FMVE was adjusted to minimum award policy per manual section 4000.07D. Owners counter offer from 2/8/24 of \$500.00 and was accepted 3/4/24.

	YES	NO
Bill Tracking & All Review Forms	<input checked="" type="checkbox"/>	<input type="checkbox"/>
W-9 and VIF w/Title Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>
IOC to AGO	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Partial Mortgage Release IOC	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Memo to File	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Administrative Settlement / Action Req	<input checked="" type="checkbox"/>	<input type="checkbox"/>
RE-22, Appraisal, VF, or VA	<input checked="" type="checkbox"/>	<input type="checkbox"/>
RE-46 Title Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contract (RE-220L or RE-220B)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Instruments (Deeds & Easements)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
RE-100 & RE-240 Part Mort Release	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-60 Negotiation Summary Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>
RE-60-1 Negotiator Notes	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Emails & Other Correspondences	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Relocation Counselor Notes	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-61 Appropriation Summary	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	YES	NO
Notice of Intent to Appropriate Letter	<input type="checkbox"/>	<input checked="" type="checkbox"/>
NIAGFO Offer Letter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Introductory Letter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Donation Letter	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-56 Consent, Grant & Disclaimer	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-66 Removal of Improvements	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-68 Salvage Value Estimate	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-69-AC(Owner)/-CC(Tenant) Bill of Sale	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-76 Agreement not in accordance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-95 Property Inventory Classify	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-222 Right of Entry	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-230 Corporate Resolution	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Miscellaneous Documentation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Preliminary Closing Documents if needed	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Plan Letter Attachment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Colored R/W Plan & Cross Section	<input checked="" type="checkbox"/>	<input type="checkbox"/>

COMMENTS: *W9 and SIF missing, The RE 60 and RE 60-1 says that we received them on 3/21/24. * Contract RE-220L needs signed by Marchbanks. *Warranty Deed needs to be signed.

STATUS OF MORTGAGE RELEASE(S) "IOC"

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MEMO to file regarding need for mortgage release(s)

A mortgage release is not required when FMVE has been established at an amount that is \$25,000 or less.	
Negotiator is obtaining the Partial Release. Negotiator will notify RSM via email if the original executed Partial Release is not "in hand" at least 60 days prior to clear date.	
The take is a "T" with no serious impact on the residue. No Partial Release is required. See Section 5203.09(II)(B) of the Real Estate Manual.	
This parcel is a "Total Take". All mortgages will be paid off and closed.	
There is no Mortgage.	XX
Other:	



RS Samantha Weeks

4/23/2024

Date

RSM Kimber L. Heim

Date

ACTION REQUEST

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Indicate the Action(s) Requested		Requested Counter Offer Approval	
TITLE UP-DATE		COUNTER OFFER	\$500.00
STAKE TAKE AREA	XX	FMVE	\$300.00
REQUEST PLAN CHANGE(S)		DIFFERENCE	\$200.00
MODIFY AN INSTRUMENT			
ADMINISTRATIVE REVIEW			
ADMINISTRATIVE SETTLEMENT	XX		

OTHER - EXPLAIN: FMVE was adjusted from \$1.00 to \$300.00, the minimum award policy per manual section 4000.07D. Owners counter offer from 2/8/24 of \$500.00 and was accepted 3/4/24. Owners also requested that the new Right of Way be staked out so they know where it is now. This was supposed to be completed the week of 3/4/2024 per the RE 60-1 notes.

COMMENTS:



 RS: Samantha Weeks 4/23/2024
Date

COMMENTS:

 RSM: Kimber L. Heim Date

COMMENTS: The requested administrative review is approved as reasonable, prudent and in the public interest, as it mitigates public expense which would be incurred if the parcel was litigated or continued further negotiations.