

**BILLING/APPROPRIATION TRACKING PROCESS**

<b>PID</b>	<b>115989</b>
<b>C-R-S</b>	<b>MUS-376-5.09</b>
<b>Parcel # (Owner Name)</b>	<b>PCL 012, T; Peter Cherevas</b>
<b>Date Review Completed</b>	<b>Friday, April 26, 2024</b>
<b>Preparer</b>	<b>Megan Matrka</b>
<b>Reviewer</b>	<b>Samantha Weeks</b>

		<b>INITIALS</b>	<b>DATES</b>
<b>NEG to RSM</b>	Package Submitted		
<b>RSM to REV</b>	Review Assigned		
<b>REV to RSM</b>	Review Completed	<b>SW</b>	<b>4/26/24</b>
<b>RSM to FAE</b>	To Prepare RE-24		
<b>FAE to RSM</b>	For Review of RE-24		
<b>RSM to REA</b>	For Signature(s)		
<b>REA to FAE</b>	To Order Warrant		
<b>FAE to RSM</b>	Return PKG with Warrant		
<b>RSM to NEG</b>	For Closing ... or ...		
<b>RSM to AGO</b>	For Appropriation <span style="float:right">Package Warrant</span>		

**SPECIAL INSTRUCTIONS OR COMMENTS: FMVE for temporary is set at \$300.00, adjusted to meet minimum award policy per ODOT Real Estate Manual section 4000.04(D) .**

<b>Encumbrance # &amp; (%)</b>	<b>623304; 100% State</b>
<b>Amount (\$) &amp; Object Code</b>	<b>\$300.00; AC</b>
<b>Mail Warrant to:</b>	<b>N/A - District Personel</b>

## PEER REVIEW FOR BILLING / APPROPRIATION

<b>PID</b>	<b>115989</b>
<b>C-R-S</b>	<b>MUS-376-5.09</b>
<b>Parcel # (Owner Name)</b>	<b>PCL 012, T; Peter Cherevas</b>
<b>Date Review Completed</b>	<b>Friday, April 26, 2024</b>
<b>Preparer</b>	<u>Megan Matrka</u>
<b>Reviewer</b>	<b>Samantha Weeks</b>

Type of Take	Warranty Deed	Easement	Temporary	TOTALS
Net Take	<b>0.000</b>	<b>0.000</b>	<b>0.035</b>	<b>0.035</b>
PRO	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
Total Compensation	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$300.00</b>	<b>\$300.00</b>

	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 for temporary is set at \$300.00, adjusted to meet minimum award policy per ODOT Real Estate Manual section 4000.04(D) .

	YES	NO		YES	NO
Bill Tracking & All Review Forms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Notice of Intent to Appropriate Letter	<input type="checkbox"/>	<input checked="" type="checkbox"/>
W-9 and VIF w/Title Report	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NIAGFO Offer Letter	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IOC to AGO	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Introductory Letter	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Partial Mortgage Release IOC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Donation Letter	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Memo to File	<input type="checkbox"/>	<input checked="" type="checkbox"/>	RE-56 Consent, Grant & Disclaimer	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Administrative Settlement / Action Req	<input type="checkbox"/>	<input checked="" type="checkbox"/>	RE-66 Removal of Improvements	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-22, Appraisal, VF, or VA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	RE-68 Salvage Value Estimate	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-46 Title Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	RE-69-AC(Owner)/-CC(Tenant) Bill of Sale	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Contract (RE-220L or RE-220B)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	RE-76 Agreement not in accordance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Instruments (Deeds & Easements)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	RE-95 Property Inventory Classify	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-100 & RE-240 Part Mort Release	<input type="checkbox"/>	<input checked="" type="checkbox"/>	RE-222 Right of Entry	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-60 Negotiation Summary Report	<input type="checkbox"/>	<input checked="" type="checkbox"/>	RE-230 Corporate Resolution	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-60-1 Negotiator Notes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Miscellaneous Documentation	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Emails & Other Correspondences	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Preliminary Closing Documents if needed	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Relocation Counselor Notes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Plan Letter Attachment	<input type="checkbox"/>	<input checked="" type="checkbox"/>
RE-61 Appropriation Summary	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Colored R/W Plan & Cross Section	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**COMMENTS:** \* Missing the W9 and SIF forms. \* Missing the Temporary Easement instrument. \* Missing the RE 60 and the RE 60-1. \* Missing the NIAGFO and the Introduction Letter. \* Missing the Plan Letter Attachment and the Colored Right of Way plans and Cross Sections.

**STATUS OF MORTGAGE RELEASE(S) "IOC"**

<b>PID</b>	<b>115989</b>
<b>C-R-S</b>	<b>MUS-376-5.09</b>
<b>Parcel # (Owner Name)</b>	<b>PCL 012, T; Peter Cherevas</b>
<b>Date Review Completed</b>	<b>Friday, April 26, 2024</b>
<b>Preparer</b>	<b>Megan Matrka</b>
<b>Reviewer</b>	<b>Samantha Weeks</b>

**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.	<b>XX</b>
Other:	



RS Samantha Weeks

4/26/2024

Date

\_\_\_\_\_  
RSM Kimber L. Heim

\_\_\_\_\_  
Date