

Wooldridge, John

From: Moorman, Patty
Sent: Monday, June 10, 2024 7:18 AM
To: Heim, Kimber
Cc: Wooldridge, John
Subject: MUS 376 Parcel 10-1
Attachments: 010 1 RE 617 Move Claim Form 06102024.pdf; 010 1 FMS Approval 05072024.pdf; 115989 MUS 376 PCL 010-1 Residential Workbook.xlsx

Kimber,

Attached is the Move Authorization Letter, the RE613 and the RE617 for the above parcel. I made a correction to the move authorization letter. The date to be moved by as June 20th. You had May. They are probably moved, but I added in a few more days just in case. You can change that date if you want, but it needs to be AFTER the date you issue the letter, not before. I signed the RE613. I signed the claim form for the move costs, but added to the claim form the words will move and will be moved in the center block to indicate the status of the move. You can bill for the move. Save all in Real OS. Update your notes to show the approval of the information and delivery of the move authorization letter. I don't need to see this before you bill.

For the RSP, I added in the rent for the new location to the workbook on the RE 611T pg 2 for the final replacement site. You will see you need to add in utility information for it to be final. The total final payment calculates on the RE 611p3. You will see it has indicated a \$19,000+ payment, without the added utilities. Once you add in the utility information for the site, based on the HUD worksheet, just like you did for the comps, it will calculate out the final replacement rsp. It will be the full amount, based on the rent alone, but you must know what the utilities are and add those numbers in so it calculates out the final payment. Then you send it to me for approval and THEN you can prepare the claim and bill. So, for the RSP, you need the DS&S inspection, you need to note what the heat is, the stove (gas or electric) the water heater (gas or electric) water and sewer (is it public or well and septic) trash pickup. The lease does state no utilities are included. Unless you have all that to me today, you will not be able to bill for this until I am back. But, the delay is on Thomas as the file clearly shows your efforts to obtain the lease information.

Do you have the paperwork for Thomas Sr.? Make sure the dates are correct for the move authorization letter—don't miss the date in there for move to be complete. For this one I need to see the RE613, the updated notes, the move authorization letter. He gets payrooms, but it is @ \$200 a pay room and he does NOT get the first \$600 as he does not get the dislocation allowance. I think you had him at 4 pay rooms? I need the inventory for his—a photo inventory will work-to support the number of payrooms. The appraiser may have photos of the shed contents if you do not.

I am in meetings all day, but if you are able to send me info, I will watch for it in between meetings.

Patty Moorman

Relocation Unit Manager

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**Department of
Transportation**