

MEMORANDUM



Public Works Department
Fiscal Services Division
1022 26th Ave. E.
Bradenton, FL 34285

MANATEE COUNTY FLORIDA

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To: Vicki Tessmer, Board Records Manager, Clerk of the Circuit Court

Thru: Carmen Mosley, Fiscal Operations Division Manager

From: Jane Oliver, Bond Coordinator

Date: March 13, 2013

Subject: 2ND AVENUE WEST, PALMETTO
HABITAT FOR HUMANITY
B-08-007
RELEASE DEFECT SECURITY AGREEMENT
RELEASE LETTER OF CREDIT

Please schedule on your consent calendar for the next available Board of County Commissioner's Agenda, the following "Form of Motion".

- **Authorization to release** the following *Agreement Warranting Required Improvements (Required with a Letter of Credit as Defect Security Warranting Required Improvements)* in the amount of \$11,969.15, securing infrastructure improvements;
- **Authorization to release and return** the following Letter of Credit, and any Amendments associated with this Letter of Credit, in conjunction with the above referenced agreement. Documents will be returned to Diana Shoemaker, Executive Director, Manatee County Habitat for Humanity located at 1201 6th Avenue West, Suite 318, Bradenton, FL 34205;
 - **Letter of Credit** No. SB54979 issued through Hancock Bank (f/k/a Whitney Bank);
 - **Amount of Defect Security** \$11,969.15.

CM/mjo

cc: Records Management
Sia Mollanazar, P.E., Deputy Director – Engineering Services
Chad Butzow, P.E., Deputy Director – Field Services Operations
Mickey Lutz, Maintenance Operations Division Manager
Andy Fischer, Infrastructure Inspections Division Manager
Robin Tardiff, Property Appraiser
Diana Shoemaker, Manatee County Habitat for Humanity
Hancock Bank

APPROVED IN OPEN SESSION

MAR 26 P.M.

**BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA**