



296-B-014

CITY OF PORTLAND
Planning and Urban Development Department

MEMORANDUM

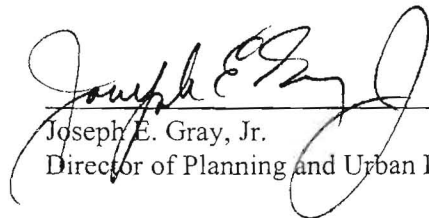
TO: Duane Kline, Finance Department
FROM: Joseph E. Gray, Jr., Director of Planning and Urban Development
DATE: October 20, 1999
SUBJECT: Request for Release of Performance Guarantee

A request by Ralph DeSarno, 215 Hicks Street, has been made for a full release of the performance guarantee amount of \$1,000.

Mr. Desarno gave this City a cashier's check for \$1,000, which the City deposited in it's own account.

Attached is email correspondence related to this project.

Approved:



Joseph E. Gray, Jr.
Director of Planning and Urban Development

cc: Sarah Hopkins, Senior Planner
Code Enforcement
Development Review Coordinator

Planning & Urban Development

Joseph E. Gray Jr.
Director

CITY OF PORTLAND

PERFORMANCE GUARANTEE
215 HICKS STREET DUPLEX

The City of Portland will hold as performance guarantee \$1,000 in escrow in the name of the City of Portland on behalf of Ralph Desarno (the "Applicant"). These funds represent the estimated cost of installing site improvements as depicted on the approved site plan for 215 Hicks Street and as estimated in the attached and incorporated schedule of Costs Worksheet.

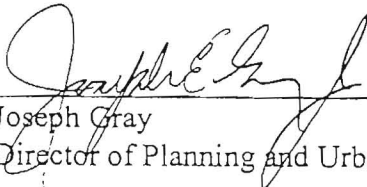
The City of Portland may retain said monies in the event the applicant :

1. fails to complete the site improvements, as approved, by July 20, 2000; or
2. fails to notify the City of Portland of inspections.


The City shall notify the Applicant of its intention to call on the guarantee and to retain the monies posted as guarantee. The City shall provide the Applicant thirty (30) days from the date of such notice in which to complete the noted improvements.

Upon completion of the noted site improvements, to the satisfaction of the Portland Department of Public Works, the City shall refund the \$1000.00 performance guarantee to the Applicant.

Dated this 25 day of August, 1998.



 Joseph Gray
 Director of Planning and Urban Development



 Ralph Desarno
 Applicant



 Penny Littell
 Associate Corporation Counsel

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From: Jennifer Babcock
To: Hopkins , Sarah
Date: Mon, Aug 10, 1998 4:28 PM
Subject: Fwd: Re: Peoples check

Evidently Kevin put the letter in our safety deposit box so we can "easily" find it. Just talked to Duane about it. He wants me to have Kevin retrieve it and keep it here with my stuff. Once I get it back from Kevin (next week 'cause he's on vacation) I'll make sure you get a copy. If he hasn't already, I'll make sure Duane signs it.

Jen

>>> Sarah Hopkins 08/10 3:58 PM >>>

Thanks so much for tracking it down. Did Duane ever sign the letter? May I have a copy of it?
The applicant is:

Ralph DeSarno
7 Castine Ave.
Portland, ME 04103

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The address of the duplex he's building is:

215 Hicks Street
Portland Me 04103

Thanks so much for your help.
-sarah

From: Jennifer Babcock
To: Markee, Kevin
Date: Mon, Aug 10, 1998 4:41 PM
Subject: DeSarno Cashier's Check

Hi, Kevin. Thanks for cashing that DeSarno check for the Hicks Street Duplex. I need a couple of things, though.

Ideally, I need the original letter, because that tells us the parameters of the agreement - what he has to do to get the money back, time limits, etc. At the very least, I need a copy.

Also, I need a copy of the Report of Receipt for where the money was deposited.

We want to set the file up down here, because this is where the request to pay back his funds will come when the project is over.

Thanks.

Jen

CC: dgk