



**ENGINEERING SERVICES
POLICY STATEMENT**

For

**Repayment Agreements
Resolution No. 84-124**

Date: January, 2009

**Edward N. Domingue
Director of Engineering Services**

The Policy Statement is structured to require the preparation of the Repayment Agreement concurrent with the plan review and approval for the project. This will be accomplished by using the City approved bounding prices that are used in the Engineer's cost Estimate, rather than actual construction costs as the basis of the repayment amounts. The Repayment agreement will be forwarded to the City Council for approval at about the time the project receives a Notice of completion from the City.

The City council, by Resolution No. 84-124, approved this Policy Statement and standardized the Repayment Agreement form and accompanying exhibits. Any developer who desires to enter into a Repayment Agreement with the City of Escondido must use the standard agreement form and must provide the accompany exhibits.

When a property owner desiring public utility service is required to extend a public sewer main or water main across the frontage of adjacent parcels not participating in the cost of the extension, the owner may be eligible to enter into a repayment agreement as provided in the Municipal Code.

To be eligible for repayment, the owner shall provide to the City Engineer a completed repayment agreement. The completed repayment agreement shall be submitted at the same time as the improvement agreement and surety bond for the public utility extension.

The form and content of the repayment agreement shall be to the satisfaction of the City Engineer and City Attorney. An approved sample form is attached for reference.

The repayment agreement shall contain:

A legal description of all benefiting property, including the property owner's property.

A detailed plat drawn at an engineering scale on legal size paper showing the precise locations of all mains and complete dimensions (including frontage) of all benefiting property. A sample plat is attached for reference.

A repayment schedule to include a list of all benefiting properties with current Tax Assessor's parcel number, owner's name, property's street address, frontage on the utility extension, frontage fee and repayment amount. Amount of repayment shall be based on the pipeline cost as contained in the Cost Estimate for Bond Purposes established by Council Resolution.

The property owner shall provide address labels for all affected properties and shall pay all fees necessary for public noticing of the Council meeting at which the repayment agreement is considered.

The property owner applying for repayment shall be solely responsible for all information needed to process the repayment agreement. Any errors or inaccuracies may compromise the owner's entitlement to repayment.