

**NOTICE OF CALL OF SPECIAL MEETING
TO THE MEMBERS OF THE HONEY LAKE VALLEY RECREATION AUTHORITY:**

You are hereby notified that a SPECIAL MEETING of the HLVRA will be held in the Council Chambers of City Hall in the City of Susanville at 66 North Lassen Street, Susanville, California on January 31, 2017 at 3:00 p.m. to transact the following business:

Call Meeting to Order
Roll Call

1 APPROVAL OF THE AGENDA:

2 APPROVAL OF MINUTES: Approval of minutes from the December 20, 2016 meeting.

3 PUBLIC COMMENT: Members of the public may address the JPA concerning any item on the agenda prior to or during consideration of that item.

4 MATTERS FOR BOARD CONSIDERATION:

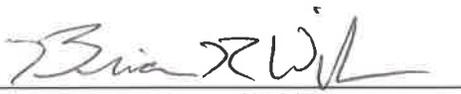
- A. Recognition of New Board Members
- B. Appointment of President and Vice President for 2017
- C. Update on Pool Director Recruitment
- D. Consider Adoption of Resolution No. 16-09 – Change Order #6 & #7 with Modern Building Inc.
- E. Discuss Creation of Landscape Installation Plan
- F. Mid-year Budget Discussion
- G. Reimbursement Request from City for Office & Publication Expenses
- H. Authorize Underground Electric Easement Agreement with Lassen Municipal Utility District

5 BOARD MEMBER ISSUES/REPORTS:

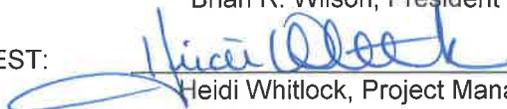
6 PUBLIC COMMENT CLOSED SESSION ITEMS (if any): Any person may address the Board at this time upon any discussion during Closed Session.

7 CLOSED SESSION: None.

8 ADJOURNMENT:



Brian R. Wilson, President

ATTEST: 

Heidi Whitlock, Project Manager/ Secretary

AFFIDAVIT OF MAILING NOTICE

I, the undersigned Project Manager/Secretary for the Honey Lake Valley Recreation Authority, do hereby certify that an original of the **NOTICE OF CALL OF SPECIAL MEETING, January 31, 2017 at 3:00 p.m.** was delivered to each and every person set forth on the list contained herein on the 30th day of January, 2017. A copy of said Notice is attached hereto.

I declare under penalty of perjury that the foregoing is true and correct.

Dated at Susanville, California this 30th day of January, 2017.



Heidi Whitlock, Project Manager/Secretary

Brian Wilson	emailed
David Teeter	emailed
Kathie Garnier	emailed
Tom Hammond	emailed
David Meserve	emailed

AGENDA ITEM NO. 2A

Submitted By: Heidi Whitlock, Project Manager/Secretary

Action Date: January 31, 2017

AGENDA ITEM

SUBJECT: Minutes of the HLVRA December 20, 2016 meeting.

SUMMARY: Attached for the Board's review are the minutes of the HLVRA meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of HLVRA December 20, 2016 meeting.

ATTACHMENTS: Minutes: December 20, 2016

**HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Regular Meeting Minutes
December 20, 2016 – 3:00 p.m.
City Council Chambers 66 North Lassen Street Susanville CA 96130**

Meeting was called to order at 3:01 p.m. by President Wilson.

Roll Call of Board of Directors present: Dave Meserve, Tom Hammond, Jim Chapman and Brian Wilson. Absent: Garnier.

Staff Present: Jared G. Hancock, Executive Officer and Heidi Whitlock, Project Manager/Secretary.

APPROVAL OF AGENDA: Motion by Vice President Chapman, second by Board member Hammond, to approve the agenda. Motion carried unanimously. Absent: Garnier.

4 APPROVAL OF MINUTES:

Motion by Vice President Chapman, second by Board member Meserve, to approve minutes from November 15, 2016 meeting. Motion carried unanimously. Absent: Garnier.

5 CORRESPONDENCE: None.

6 PUBLIC COMMENT: None.

7 MATTERS FOR BOARD CONSIDERATION:

7A Financial Reports to December 12, 2016

Mr. Hancock opened by thanking County staff for providing the updated financial documents through December 12, 2016 and asked if there were any questions.

Vice President Chapman inquired as to whether or not Modern Building Inc. has been paid in full.

Mr. Hancock responded that Modern is still to be paid approximately \$250,000 per their contract. He added that the County's numbers will also be altered as the contracted amount has changed due to change orders and that a budget amendment must be brought to the Board in the near future.

Motion by Board member Hammond, second by Board member Meserve to receive the financial reports through December 12, 2016. Motion carried unanimously. Absent: Garnier.

President Wilson requested that the Board move item 7C ahead of 7B.

7C Review of Remaining Items to be purchased by HLVRA

Mr. Hancock stated that the budget has been a current topic of discussion and how much the Board has to work with. He continued that, thanks to staff, a list has been put together for the Boards review, if desired, and that staff is still compiling necessary items and associated costs.

Mr. Hancock continued that Modern is approximately 1.5 weeks away from completion with the exception of plastering the pool etc... He stated that Holiday Pools will be watching the weather and complete the plaster when they can. He added that the site is secure but staff will check periodically to ensure the security. The fencing is still pending as they are delayed due to weather and will continue once the ground dries out.

President Wilson inquired about the maintenance room being completed.

Mr. Hancock responded that it is almost complete and only finishing touches were needed based on his visit last week.

Board member Meserve asked if anything was going to be placed on top of the fence to deter trespassers.

Mr. Hancock responded that a conversation with the fence contractor recently occurred about security spikes. It was reported that in another community, a homeless man scaled a fence which had security spikes and accidentally impaled himself on one of them. The fence owner was found liable and the homeless man was no longer homeless due to the payment he received. The fence contractor strongly recommended that security spikes not be installed.

Board member Meserve voiced his concern but understood why security spikes were not installed.

Vice President Chapman added that he was also at the site and noticed a few panels still missing but added that yes, if someone was wanting to scale the fence, they would with or without spikes.

Mr. Hancock stated that this was a valid discussion but added that it is sad that agencies have to worry about getting sued when trying to protect their property.

Vice President Chapman added that, while at the site, he talked with Jim Dougherty (Holiday Pools) and confirmed that they are waiting on the weather. He continued that, although he was not fully onboard with going the route that the Board had gone, he is impressed by the quality of work that Modern and Holiday Pools has done to date. The design may not have been what he originally wanted but, he is very happy with the compromise.

Tony Jonas (Public) inquired as to how long it would be for the plaster.

Mr. Hancock responded that they require 3-4 days at 45°F while not freezing at night. He also added that if the pool was done and filled, it would require daily maintenance so, it being empty is a positive right now. He is confident that everything is on track.

Mr. Hancock added that, as we are talking about vandalism, the City itself dealt with two acts of vandalism this morning when a flag was burned not once, but twice, in the same location. Someone was on their way to change the flag and upon his arriving, he saw it had been burned. He replaced the flag and within 45 minutes the new one was also burned. So, the possibility of this type of vandalism happening locally is disappointing.

7B Consider Adoption of Resolution No. 16-08 – Change Order #5 with Modern Building Inc.

Mr. Hancock discussed the item and the addition of a 12 foot gate with two six foot panels that come together.

Vice President Chapman inquired as to why it is being brought up now and not back in October or November when the fence was previously discussed.

Mr. Hancock stated that the original proposal was a larger fence with gates and the Board voted to shrink the fence down and only enclose the smaller area and part of that cost savings was the removal of the gate.

Vice President Chapman asked if anyone noticed the removal of the gates.

Mr. Hancock confirmed that it was noticed and added that with the panels and the spacing, the solution offered, to unscrew the bolts on the fence section to remove it during deliveries, would work. However, it would be time consuming for whoever is managing it and each time the bolts are removed, the thread on the bolts would be compromised.

Mr. Hancock offered his apologies to the Board if they were not aware of this detail.

Vice President Chapman responded that, when the Board decided to shrink down the fence, it should have been determined at that time, to keep the gates as is. He added that maybe it was not suggested by the contractor as they were sensitive to our concern about the cost.

Mr. Hancock stated that that could have been part of it. However, we also recently did a realignment and added two more panels. He continued that originally the gates would have cost around \$3,000 and now they are \$1,600. The contractor was on site, it was a little change and it could've been the reason for the cost savings.

Discussion occurred on the ability to use the gate to assist with the egress during events or emergencies.

Mr. Hancock responded, yes, it would assist but someone would have to unlock the gate. Base rock would also be required as the area right now cannot accommodate foot or vehicle traffic.

Motion by Vice President Chapman, second by Board member Hammond, to approve Resolution No. 16-08 – change order #5 with Modern Building Inc. Motion carried unanimously. Absent: Garnier.

7D Pool Director Recruitment Update

Mr. Hancock discussed the Pool Director recruitment and stated that the most recent recruitment closes on January 6, 2017. He added that a list was also created for direct mailers and after closing, an update will be provided to the Board.

President Wilson inquired as to when the drop dead date is for hiring the Pool Director due to scheduling of programming, hiring and lifeguard certifications.

Mr. Hancock responded 60 days so, the end of February at the latest.

8 BOARD MEMBER ISSUES/REPORTS:

Vice President Chapman stated that this was his last meeting as well as it being a pleasure working with everyone on this project. He specifically thanked the Board members and staff for overcoming huge obstacles and he hopes to see the reality of the pool come to pass.

President Wilson thanked Vice President Chapman for supporting him and the idea of the pool ever since he approached him about years ago and appreciates his partnering with him to achieve it. He added that this Board is, by far, the most passionate Board he has been a part of and offers thanks to Vice President Chapman for his passion.

9 ADJOURNMENT: Meeting adjourned at 3:36 p.m.

Brian R. Wilson, President

Respectfully Submitted by:

Heidi Whitlock, Project Manager/Secretary

Submitted By: Heidi Whitlock, Project Manager/Secretary

Action Date: January 31, 2017

HLVRA AGENDA ITEM

SUBJECT: Recognition of New Board Members

PRESENTED BY: Jared G. Hancock, Executive Officer

SUMMARY: The existing Honey Lake Valley Recreation Authority members and staff will welcome the newest members to the Board.

FISCAL IMPACT: None.

**ACTION
REQUESTED:** None.

ATTACHMENTS: None.

Submitted By: Heidi Whitlock, Project Manager/Secretary

Action Date: January 31, 2017

HLVRA AGENDA ITEM

SUBJECT: Appointment of President and Vice President for the 2017
Calendar Year.

PRESENTED BY: Jared G. Hancock, Executive Officer

SUMMARY: The Honey Lake Valley Recreation Authority will consider the
appointment of a President and Vice President to serve during the
2017 calendar year.

FISCAL IMPACT: None.

**ACTION
REQUESTED:** Appointment of President and Vice President for the 2017
calendar year.

ATTACHMENTS: None.

Submitted By: Heidi Whitlock, Project Manager/Secretary

Action Date: January 31, 2017

HLVRA AGENDA ITEM

SUBJECT: Update on Pool Director Recruitment

PRESENTED BY: Jared G. Hancock, Executive Officer

SUMMARY: Honey Lake Recreation Authority staff has completed a second recruitment for the position of Pool Director in the Lassen County Times for a total of five weeks. In addition, staff directly mailed flyers to multiple cities and districts which have pools or aquatic facilities including Redding, Reno, Chico and Sacramento. A cover letter was also included which requested that it be posted or forwarded to anyone they knew who could be interested. The flyer is also listed on various websites. To date, one application has been received. Staff intends to keep recruitment open until filled while we review the applicant's qualifications.

FISCAL IMPACT: None.

**ACTION
REQUESTED:** Direction to staff.

ATTACHMENTS: None.

Submitted By: Heidi Whitlock, Project Manager/Secretary

Action Date: January 31, 2017

HLVRA AGENDA ITEM

SUBJECT: Approve **Resolution No. 16-09**, approving Contract Change Orders #6 & #7 as part of the HLVRA Community Swimming Pool Project.

PRESENTED BY: Jared G. Hancock, Executive Officer

SUMMARY: Staff has been working with Modern Building Inc. to complete the Honey Lake Valley Community Pool Project. To date, the JPA has approved 5 change orders as follows and has a current contract value of \$2,757,331.50.

Change Order #1: Reduction of GMP	\$110,400.00
Change Order #2: Plumbing for Future Shower Area	\$ 698.75
Change Order #3: Install Electrical Conduit for Sign	\$ 537.50
Change Order #4: Lobby Reconfiguration	\$ 4,482.75
Change Order #5: 12 Foot Gate at Southeast Corner	\$ 1,612.50

Change Order #6 is being requested for the removal of all hydroseeding ground cover from Modern's Scope of Work for a cost savings of \$5,888.00.

Change Order #7 is being requested for the extension of the swimming pool fencing, import and compaction of additional soil for site uniformity and appropriate drainage at the South end of the bath house for a cost of \$3,112.13.

The additional change orders will result in a new GMP of \$2,754,555.63.

FISCAL IMPACT: Change Order #6: \$5,888.00 (savings)
Change Order #7: \$3,112.13

ACTION REQUESTED: Direction to staff.

ATTACHMENTS: Resolution No. 16-09
Contract Change Order #6
Contract Change Order #7

RESOLUTION NUMBER 16-09

A RESOLUTION OF THE HONEY LAKE VALLEY RECREATION AUTHORITY APPROVING CONTRACT CHANGE ORDERS #6 & #7 AS PART OF THE HONEY LAKE VALLEY RECREATION AUTHORITY COMMUNITY SWIMMING POOL PROJECT RESULTING IN A NET DECREASE AND A TOTAL PHASE II CONTRACT AMOUNT TO \$2,754,555.63

WHEREAS, the Honey Lake Valley Recreation Authority (HLVRA) has determined that the design-build option, authorized by California Public Contract Code section 22160 et seq, is the most economical, practical and flexible for the design and construction of the community swimming pool; and

WHEREAS, the HLVRA awarded the project to Modern Building Inc; and

WHEREAS, the HLVRA, at its December 20, 2016 meeting, adjusted the total Project cost to \$2,757,331.50, as contract negotiations and change orders required; and

WHEREAS, it was determined by HLVRA staff that the removal of an item in the scope of work resulted in a reduction of the GMP; and

WHEREAS, it was determined by HLVRA staff that additional work requiring additional funds is required to effectively complete the project; and

WHEREAS, in furtherance thereof, Contract Change Order #6 is hereby submitted for a reduction of \$5,888.00 and Contract Change Order #7 is hereby submitted for an increase in the amount of \$3,112.13.

NOW, THEREFORE, BE IT RESOLVED by the HONEY LAKE VALLEY RECREATION AUTHORITY that execution of Contract Change Order #6, the removal of work to be completed in the amount of \$5,888.00, and that execution of Contract Change Order #7, the addition of work to be completed in the amount of \$3,112.13 for the Community Pool Project, is approved, decreasing the Phase II total project cost by \$2,775.87 for a total Phase II project cost of \$2,754,555.63.

Approved: _____
Brian R. Wilson, President

Attest: _____
Heidi Whitlock, Project Manager/ Secretary

The foregoing **Resolution Number 16-09** was approved and adopted at a special meeting of the Honey Lake Valley Recreation Authority held on the 31st day of January, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Heidi Whitlock, Project Manager/Secretary

APPROVED AS TO FORM:

Kronick Moskovitz Tiedemann & Girard

Project Name: Community Pool Project

EXHIBIT 10
Project No.: 16-01

Honey Lake Valley Recreation Authority

CHANGE ORDER NO.: 6

Reference Field Order No.: 6

Project Name: Susanville Community Pool Project

Contract Date: 12/16/2015

Project Number: 16-01 (MBC Project #15056)

To Design Builder: Modern Building, Inc.

Address: PO Box 772, Chico, CA 95927

DESCRIPTION OF CHANGE:

Removal of all hydroseeding ground cover from Modern Building's scope of work. Owner acknowledges that conditions of run off and erosion may occur without hydroseeding as a means of soil stabilization.

Adjustments of Contract Sum:

Adjustments of Contract Time: (Days)

Original Contract: \$ 2,860,400.00

Original Contract Time: 180

Prior Adjustments: \$ (103,068.50)

Prior Adjustments: 0

Contract Sum Prior to this Change: \$ 2,757,331.50

Contract Time Prior to this Change: 180

Adjustment for this Change: \$ (5,888.00)

Adjustment for this Change: 0

Revised Contract Sum: \$ 2,751,443.50

Revised Contract Time: 180

Design Builder waives any claim for further adjustments of the Contract Sum and the Contract Time related to the above described change in the work.

Recommended:

By: _____
(Signature of Authority's Representative)

(Printed Name)

Date: _____

Accepted:

By:  _____
(Design Builder Signature)

Phil Strawn - Modern Building, Inc.

(Printed Design Builder Name)

Date: 12/15/2016

Reviewed and Recommended:

By: _____
(Signature of Authority's Designated Administrator)

(Printed Name)

Date: _____

Funds Sufficient:

By: _____
(Signature of Authority's Finance Office)

(Printed Name)

Date: _____

Approved:

(Printed Name)

By: _____
(Signature)

Date: _____

Project Name: Community Pool Project

EXHIBIT 10
Project No.: 16-01

Honey Lake Valley Recreation Authority

CHANGE ORDER NO.: 7

Reference Field Order No.: 7

Project Name: Susanville Community Pool Project

Contract Date: 12/16/2015

Project Number: 16-01 (MBC Project #15056)

To Design Builder: Modern Building, Inc.

Address: PO Box 772, Chico, CA 95927

DESCRIPTION OF CHANGE:

Installation of ~30 LF of Steel Swimming Pool Fencing and Fence Posts to expand Swimming Pool Area at South end of Bath House. Change Order includes all fencing work and adjustments to grade so that area is level and in line with the rest of the swimming pool fencing.

Adjustments of Contract Sum:

Adjustments of Contract Time:

(Days)

Original Contract: \$ 2,860,400.00

Original Contract Time: 180

Prior Adjustments: \$ (108,956.50)

Prior Adjustments: 0

Contract Sum Prior to this Change: \$ 2,751,443.50

Contract Time Prior to this Change: 180

Adjustment for this Change: \$ 3,112.13

Adjustment for this Change: 0

Revised Contract Sum: \$ 2,754,555.63

Revised Contract Time: 180

Design Builder waives any claim for further adjustments of the Contract Sum and the Contract Time related to the above described change in the work.

Recommended:

By: _____
(Signature of Authority's Representative)

(Printed Name)

Date: _____

Accepted:

By:  _____
(Design Builder Signature)

Phil Strawn - Modern Building, Inc.
(Printed Design Builder Name)

Date: 1/6/2017

Reviewed and Recommended:

By: _____
(Signature of Authority's Designated Administrator)

(Printed Name)

Date: _____

Funds Sufficient:

By: _____
(Signature of Authority's Finance Office)

(Printed Name)

Date: _____

Approved:

(Printed Name)

By: _____
(Signature)

Date: _____

Contract Change Order #7

AGENDA ITEM NO. 4E

Submitted By: Heidi Whitlock, Project Manager/Secretary

Action Date: January 31, 2017

HLVRA AGENDA ITEM

SUBJECT: Discuss Creation of Landscape Installation Plan

PRESENTED BY: Jared G. Hancock, Executive Officer

SUMMARY: Staff is requesting the Board consider contracting with the City of Susanville for the creation and installation of an appropriate landscaping.

FISCAL IMPACT: Estimated cost \$21,000.

**ACTION
REQUESTED:** Direction to staff.

ATTACHMENTS: None.

Submitted By: Heidi Whitlock, Project Manager/Secretary

Action Date: January 31, 2017

HLVRA AGENDA ITEM

SUBJECT: Mid-year Budget Discussion

PRESENTED BY: Jared G. Hancock, Executive Officer

SUMMARY: Staff has prepared the mid-year budget including expenses to date and the proposed final budget amounts for the Board's review and consideration.

FISCAL IMPACT: None.

**ACTION
REQUESTED:** Direction to staff.

ATTACHMENTS: Proposed budget.

Adopted 16/17 Budget - Community Pool Project

Community Pool Project

HLVRA - Community Pool Project

2016/2017

Revenues:

County- Annual Contribution	\$80,000.00
City- Annual Contribution	\$80,000.00
Seasonal Memberships	\$35,000.00
Daily Passes	\$8,000.00
Swim Lessons	\$40,000.00
Program Rentals	\$3,000.00
Parties & Special Programs	\$1,000.00
Grant Opportunities	
Transfer from Fund Balance	\$2,665,274.68
Pennies for the Pool Account (added)	
Total Revenues	\$2,912,274.68

Expenses: (for fiscal year)

Services and Supplies	
Office Expenses	\$2,500.00
Fixtures, Equipment & Furnishings	\$20,000.00
Professional & Specialized Services (including City staff)	\$70,000.00
Publications & Legal Notices	\$2,000.00
Special Departmental Expense (auditors)	\$3,500.00
Major Object Total	\$98,000.00

Fixed Assets

Land	\$2,500.00
Phase I Retention Payment	
Building & Improvements	\$2,617,950.00
Landscaping	\$25,000.00
Equipment	\$42,000.00
(Pennies for the Pool) - lane lines, pool covers & reels	\$2,687,450.00

Operating Expenses

Utilities (phone, electric, nat. gas, geothermal, sewer, internet, POS system)	\$22,000.00
Staffing (HLVRA Pool staff)	\$45,000.00
Training/Certifications	\$3,500.00
Insurance Costs (before & after completion [prorated])	\$5,000.00
	\$75,500.00

Provisions for Contingencies

\$0.00

Expense Total

\$2,860,950.00

\$51,324.68

Current

\$	80,000.00
\$	80,000.00
\$	35,000.00
\$	8,000.00
\$	40,000.00
\$	3,000.00
\$	1,000.00
\$	2,665,274.68
\$	27,851.96
\$	\$2,940,126.64

Projected

\$	80,000.00
\$	80,000.00
\$	35,000.00
\$	8,000.00
\$	40,000.00
\$	3,000.00
\$	1,000.00
\$	2,665,274.68
\$	27,851.96
\$	2,940,126.64

\$	1,500.00
\$	21,500.00
\$	70,000.00
\$	1,750.00
\$	3,500.00
\$	\$15,081.94

\$	2,721.50
\$	6,389.60
\$	2,437,649.48
\$	-
\$	-
\$	-
\$	2,446,760.58

\$	3,294.96
\$	-
\$	-
\$	1,971.00
\$	\$5,265.96
\$	69,471.00

\$0.00

\$2,878,618.23

\$61,508.41

Submitted By: Heidi Whitlock, Project Manager/Secretary

Action Date: January 31, 2017

HLVRA AGENDA ITEM

SUBJECT: Reimburse City for Office & Publication Expenses associated with Pool Director Recruitment

PRESENTED BY: Jared G. Hancock, Executive Officer

SUMMARY: Staff have been carrying out the recruitment for the Pool Director position and the City has incurred the associated costs for publications as well as postage. City staff is requesting reimbursement for expenses to date.

FISCAL IMPACT: \$629.65

ACTION REQUESTED: Direction to staff.

ATTACHMENTS: Reimbursement request.



**City of Susanville
Administrative Services Department**

66 North Lassen Street
Susanville, CA 96130
(530) 252-5115

INVOICE

Invoice Date: January 31, 2017

Account #: 4493

Service Date: Through January 31, 2017

Honey Lake Valley Recreation Authority
c/o Lassen County
221 S. Roop St., Suite 1
Susanville, CA 96130

TOTAL DUE: \$629.65
Payment Due: UPON RECEIPT

SUBJECT: Reimbursement for Administrative Service

Description:

Reimbursement for Office Expenses	\$ 12.65
Reimbursement for Publications	\$ 617.00

TOTAL DUE \$629.65

**PLEASE REMIT THE BOTTOM PORTION OF THIS INVOICE WITH YOUR
PAYMENT TO THE ABOVE ADDRESS.**



Please Detach and Mail With Your Payment

PLEASE REMIT PAYMENT TO THE ADDRESS BELOW...THANK YOU

City of Susanville Administrative Services Department
66 North Lassen Street Susanville, CA 96130
(530) 252-5115 Fax (530) 257-4725

Account #4493

**HLVRA
c/o Lassen County
221 S. Roop St., Suite 1
Susanville, CA 96130**

Date of Invoice: January 31, 2017

Amount Due: \$629.65
Payment Due: UPON RECEIPT

Amount Paid: \$

City Account Code #1000.417.10.3408

Submitted By: Heidi Whitlock, Project Manager/Secretary

Action Date: January 31, 2017

HLVRA AGENDA ITEM

SUBJECT: Approve **Resolution No. 16-10** authorizing the President and Project Manager to execute the Lassen Municipal Utility District (LMUD) Underground Utility Easement.

PRESENTED BY: Jared G. Hancock, Executive Officer

SUMMARY: As part of the utility connection being extended to the 800 South Street property, LMUD is requesting an easement be recorded against the property.

FISCAL IMPACT: None.

**ACTION
REQUESTED:** None.

ATTACHMENTS: Resolution No. 16-10
LMUD Underground Electric Easement

RESOLUTION NO. 16-10
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE HONEY LAKE VALLEY RECREATION AUTHORITY
APPROVING AND AUTHORIZING THE EXECUTIVE OFFICER
TO EXECUTE AN UNDERGROUND ELECTRIC UTILITY EASEMENT

WHEREAS, the Honey Lake Valley Recreation Authority, a joint powers authority consisting of both the City of Susanville and the County of Lassen, owns property commonly referred to as 800 South Street, Susanville, California ("Property"); and

WHEREAS, the Lassen Municipal Utility Easement proposes to install and maintain underground electric lines and necessary transmission and distribution cables, junction boxes, conduits and associated facilities and appurtenances under and on the Property ("Facilities");

WHEREAS, Honey Lake Valley Recreation Authority seeks to grant Lassen Municipal Utility District a grant of easement to install the Facilities under and on a ten feet wide strip of land under the Property as described in the grant of easement attached hereto as Exhibit A;

WHEREAS, the Board of Directors finds the lease of the Property is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines sections 15303(d) applicable to the construction of small facilities including facility extensions and 15304 applicable to minor alterations to land.

NOW, THEREFORE, be it resolved that the Board of Directors of the Honey Lake Valley Recreation Authority hereby approves the execution of the "Lassen Municipal Utility District Underground Electric Easement" attached as Exhibit "A."

APPROVED by the Board of Directors of the **HONEY LAKE VALLEY RECREATION AUTHORITY** this 31th day of January, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Brian R. Wilson, President

ATTEST:

I hereby certify, under penalty of perjury, that the above and foregoing is a true and correct copy of Resolution No. 16-10 as adopted by the Board of Directors of the HONEY LAKE VALLEY RECREATION AUTHORITY on the 31st day of January , 2017.

Heidi Whitlock, Project Manager/Secretary
of the Honey Lake Valley Recreation Authority

APPROVED AS TO FORM:

Maggie Stern, Legal Counsel

**RECORDING REQUESTED BY:
LASSEN MUNICIPAL UTILITY DISTRICT
WHEN RECORDED RETURN TO:**

LASSEN MUNICIPAL UTILITY DISTRICT
65 SOUTH ROOP STREET
SUSANVILLE, CA 96130

**NO RECORDING FEE PURSUANT TO
GOVERNMENT CODE SECTION 27383**

Documentary Transfer Tax \$0

The undersigned is the Declarant Determining Tax

Consideration does not exceed \$100.00

No Consideration for this easement

**LASSEN MUNICIPAL UTILITY DISTRICT
UNDERGROUND ELECTRIC EASEMENT**

For consideration, receipt of which is hereby acknowledged, Honey Lake Valley Recreation Authority, Brian Wilson, President and Heidi Whitlock, Project Manager, (Grantor), hereby grants to Lassen Municipal Utility District, a California public entity, (Grantee), perpetual and exclusive easements and rights-of-way to construct, operate, maintain, repair, reconstruct, replace, and/or remove, underground electric lines and all necessary transformers (surface and submerged), transmission and distribution cables, junction boxes, conduits, associated facilities and appurtenances under, and on a strip of land 10 feet in width, located in Lassen County, State of California, and being 5 feet on each side of an electric service line under a portion of that certain real property described as:

Address: 800 South Street, Susanville, CA 96130

APN: 107-160-14

The exact location of said center line to be finally fixed and determined by the center line of the facilities installed by Grantor pursuant to this Grant of Easement, see Exhibit A.

Grantor further grants to Grantee:

- (a) The right of ingress to and egress from said strip over and across said lands by such route or routes as shall cause the least practicable damage and inconvenience to Grantor;
- (b) The right from time to time to trim and to cut down and clear away or otherwise destroy any and all trees and brush which now or hereafter in the opinion of the Grantee may be a hazard to its facilities installed therein or which may interfere with the exercise of Grantee's rights hereunder, provided, however, that all trees which Grantee is hereby authorized to cut and remove if valuable for timber or wood, shall

continue to be the property of Grantor, but all tops, lops, brush, and refuse wood shall be burned or removed by Grantee;

Grantor agrees not to erect or construct any building or other structure, or drill or operate any well, or construct any reservoir or other obstruction, or add to the ground level in said strip, and further agrees not to deposit, or permit or allow to be deposited, earth, rubbish, debris, or any other substance or material, on said strip or so near thereto as to constitute, in the opinion of the Grantee, a hazard to its said facilities.

The provisions of this easement shall insure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

Dated: _____, 20__.

Brian Wilson, President

Heidi Whitlock, Project Manager

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California) s.s.

County of Lassen) s.s.

On _____ before me, _____, a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal:

Signature _____

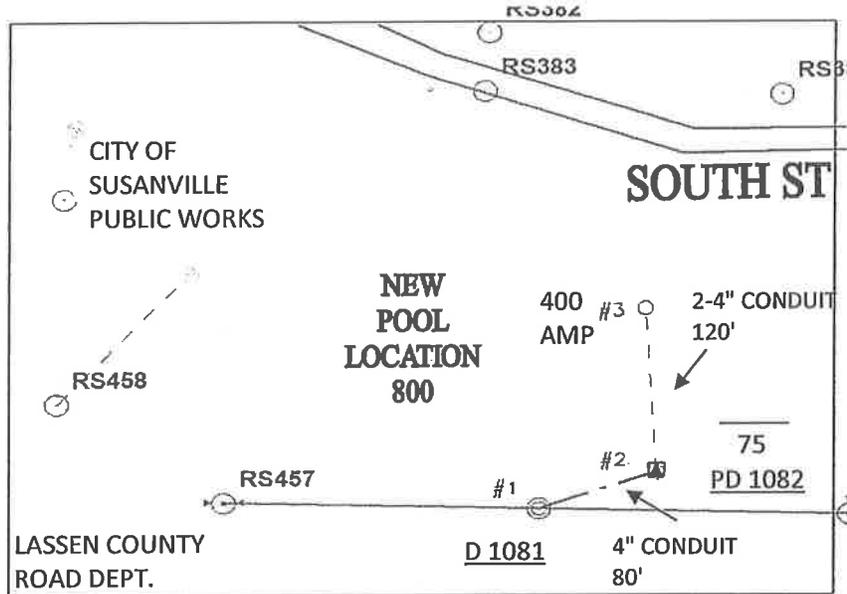
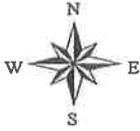
LASSEN MUNICIPAL UTILITY DISTRICT *EXHIBIT A*

W.O.#: C-16042

DATE: 9/9/2016

J.P. #: N/A

HONEY LAKE RECREATION AUTHORITY POOL 800 SOUTH ST



INSTRUCTIONS:

LOC. 1

- INSTALL UGP-1/0 3 PHASE PRIMARY. TOTAL 117 FT.
- INSTALL 3" RISER MOLDING AND BOOT

LOC. 2

- INSTALL 75KVA PADMOUNTED XFMR DUAL 208/120
- INSTALL UG-350QUAD TO CUSTOMER PANEL. TOTAL 133 FT.

DEMAND:	YES <input type="checkbox"/> NO <input type="checkbox"/>	SUBSTATION	<u>RICHMOND</u>
METER READ:	<u> </u>	DRAWN BY:	<u>GRIFFIN</u>
METER NO.:	<u> </u>	FOREMAN:	<u> </u>
MULTIPLIER (x):	<u>ASK WAYNE</u>	DATE COMPLETE:	<u> </u>
RATE SCHEDULE:	<u>1020</u>	GIS:	<u> </u>