



Agenda Date: 2/3/2016
Agenda Placement: 7E

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors
FROM: Timothy Healy - General Manager
NS-Technical Services/Engineer
REPORT BY: Andrew Damron, Senior Civil Engineer - 707-258-6000
SUBJECT: Easement Agreement with PG&E

RECOMMENDATION

Authorize General Manager to sign an Easement Agreement and Grant Deed for a PG&E easement.

EXECUTIVE SUMMARY

In 2007, PG&E completed a project to relocate a 4-inch gas main on District property north of the Influent Pump Station on both sides of the railroad tracks. The 4-inch gas main has been in service since 2007. Due to changes in PG&E staffing, the easement was not finalized nor recorded. In 2015, PG&E contacted the District to complete the easement process.

The easement agreement requires PG&E to pay the District 1) \$1,000 as outlined in a MOU signed in 2007 to compensate the District for staff time during easement negotiation and construction coordination; and 2) \$1,500 for the easement.

District legal counsel has reviewed the agreement and has approved as to form.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

None.

SUPPORTING DOCUMENTS

- A . Easement Agreement
- B . Easement Deed

Napa Sanitation District: Approve

Reviewed By: Timothy Healy