



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** COUNTY MANAGER

**File #:** 21-435

Board Meeting Date: 6/8/2021

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors, Acting as the Governing Board of the Fair Oaks Sewer Maintenance District

**From:** Michael P. Callagy, County Manager

**Subject:** Agreement for Dedication of Real Property Interests over Assessor's Parcel Number 060-123-490 located at 784 San Benito Avenue, Menlo Park, in unincorporated San Mateo County; between James E. Kittock and Leslie E. Walker, and the Fair Oaks Sewer Maintenance District

### **RECOMMENDATIONS:**

Acting as the Governing Board of the Fair Oaks Sewer Maintenance District (District), adopt a resolution authorizing:

- A) The President of the Board to execute, on behalf of the Fair Oaks Sewer Maintenance District, the Easement Dedication Agreement with and Easement Deed from James E. Kittock and Leslie E. Walker, accepting the dedication of a New Sanitary Sewer Easement on the property located at 784 San Benito Avenue, Menlo Park, in San Mateo County; and
- B) The County Manager, or County Manager's designee, to execute on behalf of the Fair Oaks Sewer Maintenance District the Certificate of Acceptance attached to the Deed of Easement and Dedication across the Property; and to execute any and all notices, consents, approvals, escrow instructions, and documents in connection with the Agreement.

### **BACKGROUND:**

James E. Kittock and Leslie E. Walker ("Owners") own the Property located 784 San Benito Avenue, Menlo Park, in San Mateo County (APN 068-211-020). Sanitary sewer facilities currently maintained by the District are located across the Property.

The new sewer easement being dedicated to the District by this Board action (the "New Sewer Easement") will provide the necessary property rights for the ongoing access, operation, and maintenance of the sewer facilities that are required at the Property.

Plans, legal descriptions, and plat maps have been reviewed and approved by the District.

**DISCUSSION:**

Real Property Services prepared the Easement Dedication Agreement and related deed, which provide for the dedication of a sanitary sewer easement required by the District.

The Department of Public Works and the District concur with the transaction. County Counsel has reviewed the resolution and conveyance documents as to form.

**FISCAL IMPACT:**

Owners will pay any and all escrow fees and closing costs associated with the transaction. There is no impact to the County General Fund as a result of the Dedication Agreement.