

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

SUBJECT: City Manager – Approve Easement Agreements for access to City-owned water site from Yukon Elementary located at 17815 Yukon Ave, Torrance. Expenditure: \$290,580.

RECOMMENDATION

1. Recommendation of the City Manager that City Council approve Easement Agreements by and between the Torrance Unified School District and the City of Torrance granting certain access rights through easements at Yukon Elementary School, located at 17815 Yukon Avenue, Torrance to provide access to the City-owned parcel bordered by the 405 freeway, Southern California Edison property and Yukon Elementary School.
2. Recommend to appropriate \$290,580 for the first 5-years of the easement agreement from the Water Fund balance.

FUNDING

Funding is available in the Water Fund balance.

BACKGROUND

In June of 2008, the City purchased a 1.5 acre landlocked parcel bounded by the 405 freeway, Yukon Elementary School and a Southern California Edison right-of-way for the purpose of developing water well, treatment and storage facility. At the time of purchase it was understood that the City would have to secure access to the site when a project to develop the parcel was ready to move forward.

ANALYSIS

City staff has been working with TUSD staff to develop an agreement to provide access to the water site. The terms of agreement include a blanket easement to allow for cross access through the Yukon School parking lot and an exclusive easement for City use to provide access along the property by the 405 freeway into the water site. As part of the agreement the City has agreed to improve the Yukon School parking lot, allow use of the City-owned portion of property adjacent to the parking lot for parking and lot circulation and grant an easement back to TUSD for placement of a monument sign for Yukon School. The cost of the sign will be borne by TUSD, however utility sweeps to the area will be provided by the City as part of the parking lot improvement project.

The terms of the agreement follows:

- Easement for 5 years with five automatic 5-year extensions (30 years)
- Easement payment would be at the rate of \$.30 per square foot for easements (16143.33 sf x .30 = \$4843.00 per month/\$58,116.00 per year)
- First 5-year easement payment will be paid in advance (\$290,580)
- At start of year 6, increase of 3% per year
- No increase during Years 1-5; City will construct a parking lot on City-owned property adjacent to Yukon Elementary School
- City will give easement to TUSD for new marquee sign on City property to be constructed and maintained by TUSD. City will include conduit sweeps for electrical and work with Yukon Elementary during install.

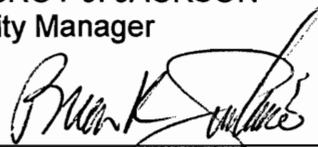
The documents for approval are:

1. Easement deed for access, sewer and water purposes
2. Temporary right-of-way during access easement construction
3. Easement deed for cross access TUSD to City of Torrance
4. Easement deed for cross access City of Torrance to TUSD

The easements and terms before Your Honorable Body this evening will allow for the construction of the new well site and assist in ensuring the viability of the City's water supply.

Respectfully submitted,

LeROY J. JACKSON
City Manager



By: Brian K. Sunshine
Assistant to the City Manager

CONCUR:



Rob Beste, Public Works Director



LeRoy J. Jackson
City Manager

Attachments:

- A. Easement Deed
- B. Temporary Right-of-Way
- C. Cross access easement TUSD to City of Torrance
- D. Cross access easement City of Torrance to TUSD
- E. TUSD Resolution approving the action
- F. Grant Deed for water property

Recording Requested by:

Sue Herbers, City Clerk

When Recorded Mail to:CITY OF TORRANCE
3031 Torrance Boulevard
Torrance, CA 90503**EASEMENT DEED**

In consideration of the terms described below, inclusive of other valuable consideration, receipt of which is hereby acknowledged, the Torrance Unified School District ("District") grants to the CITY OF TORRANCE, a municipal corporation ("City"), of Los Angeles County, State of California, an access easement per the terms outlined below, for access, sewer and water purposes and incidents thereto, in the following described real property located in the City of Torrance, County of Los Angeles, State of California, and more particularly described as follows:

Being a portion of Lot 32, McDonald Tract, in the City of Torrance, County of Los Angeles, State of California, as per map recorded in Book 15, pages 21 and 22 of Miscellaneous Records, in the office of the County Recorder of said County and a portion of Yukon Avenue, as vacated per Resolution 62-179, recorded as Instrument Numbers 4673 in Book D1749, Page 694 of Deeds, on September 7, 1962 in said Records office, described as follows:

Commencing at the Northwest corner of the Northeast Quarter of said Lot; thence S00° 07'31"W along the West line of said Northeast Quarter, 300.26 feet to the TRUE POINT OF BEGINNING, being a point on the North line of land as condemned by final decree as rendered in Los Angeles County Superior Court Case No. 632851, as recorded August 2, 1955, in Book 48529, page 82, of Official Records, said point being on a non-tangent curve, concave Northeasterly, having a radius of 2874.00 feet, a radial bearing to said point bears, S32° 06'19" W; thence Southeasterly along said curve, an arc length of 606.53 feet, through a central angle of 12° 05'30" to the point of tangency with a line bearing S69° 59'11"E, a radial bearing to said point bears, S20 00' 49" W; thence S69° 59'11"E, tangent to said curve, 119.95 feet along said line to the centerline of said vacated Yukon Avenue; thence N00° 07'52"E, along said centerline, 115.53 feet; thence S43° 27'50"W, 59.54 feet; thence N90° 00'00"W, 112.77 feet to the beginning of a non-tangent curve, concave Northeasterly, having a radius of 2859.00 feet, a radial bearing to said point bears, S20° 59'44"W; thence Northwesterly along said curve, an arc length of 563.74 feet, through a central angle of 11° 17'52", said curve being parallel to and 15.00 feet Northeasterly, as measured at right angles from aforesaid North line, to a point on aforesaid West line, a radial bearing to said point bears S32°17'36"W; thence S00° 07'31"W, along said West line, 17.70 feet to the TRUE POINT OF BEGINNING.

The Easement is depicted on the attached Exhibit A.

In consideration for the Easement set forth above City will provide the following:

1. The Easement is granted for an initial term of 5 years, with five automatic 5-year extensions, for a total term of thirty years.
2. The initial Easement payment is at the rate of \$.30 per square foot: \$4,843 per month, \$58,116 per year. The initial Easement payment for the first 5 years will be paid in advance (\$290,580).
3. At the beginning of the sixth year, a yearly cost-of-living increase of 3% per year will be added to the preceding year's rate and Easement payments will be paid in monthly installments, in advance.
4. In lieu of yearly cost-of-living increases during Years 2-5, the City will construct a parking lot adjacent to Yukon Elementary School, on City-owned property depicted on the attached Exhibit B, at a location within the depicted property to be mutually agreed upon by the District and the City. The City will work with Yukon Elementary School to install an electronic marquee sign on the City property. At the time of constructing the parking lot, the City will install conduit sweeps in the parking lot area designated for installation of the marquee sign. The cost of the electronic marquee sign, including wiring of the sign, will be borne by the District.
5. Should the District sell the Yukon Elementary School site during the term of the Easement, then the District will cooperate with the City to prepare, execute and record a permanent Easement in favor of the City.

Dated this _____ day of _____ 2012.

(All signatures must be notarized)

CITY OF TORRANCE,
a municipal corporation

TORRANCE UNIFIED SCHOOL DISTRICT

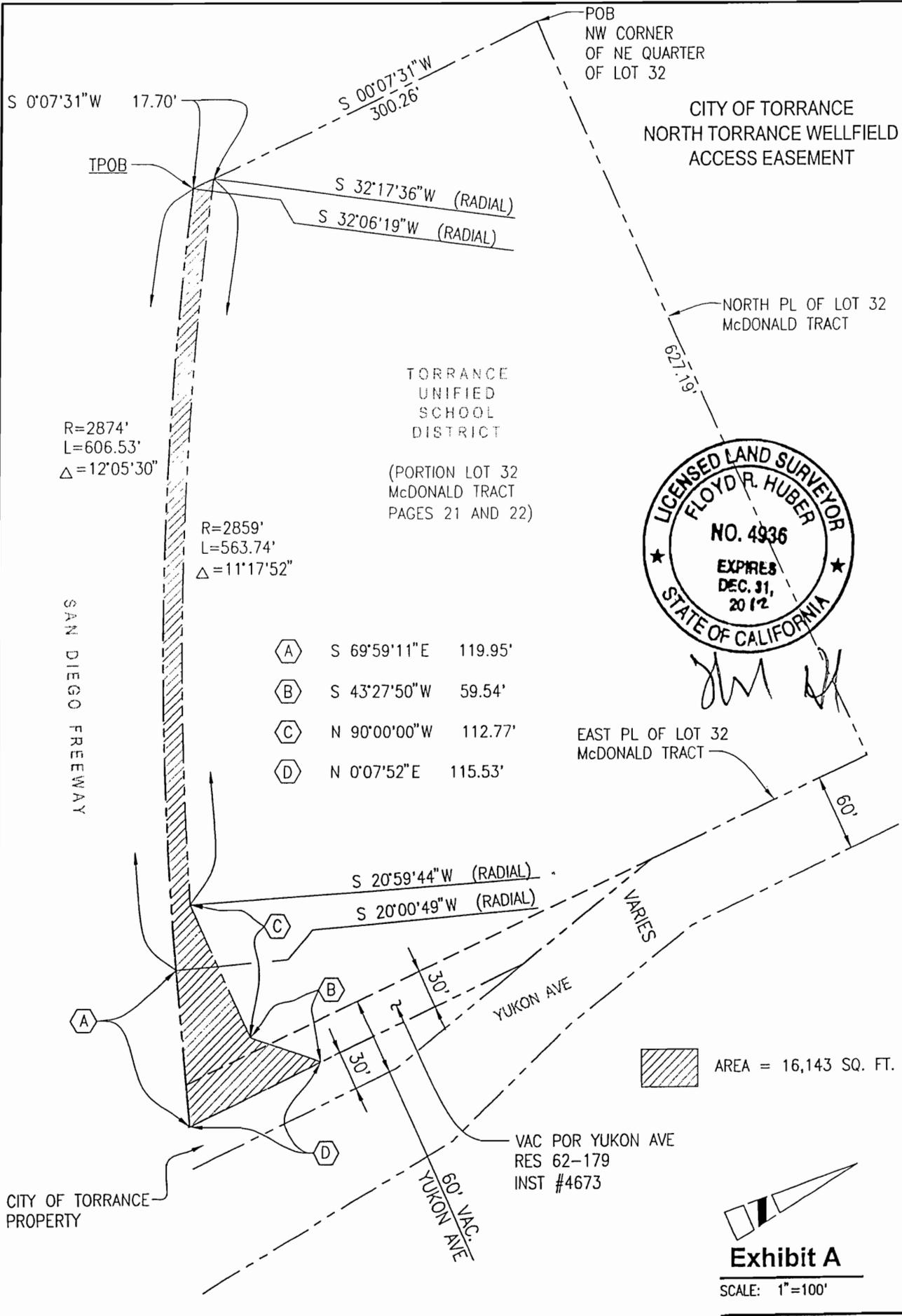
By: _____
Frank Scotto, Mayor

ATTEST:

Sue Herbers, City Clerk

JOHN L. FELLOWS III
City Attorney

By: _____



CITY OF TORRANCE
NORTH TORRANCE WELLFIELD
ACCESS EASEMENT

TORRANCE
UNIFIED
SCHOOL
DISTRICT

(PORTION LOT 32
McDONALD TRACT
PAGES 21 AND 22)



- (A) S 69°59'11" E 119.95'
- (B) S 43°27'50" W 59.54'
- (C) N 90°00'00" W 112.77'
- (D) N 0°07'52" E 115.53'

AREA = 16,143 SQ. FT.



Exhibit A

SCALE: 1"=100'

D:\C:\Users\jch\Documents\10185875-NW\1-CAD\Design\PL Geometry for Legal Description\Exhibit-A.dwg Layout Name: Boyle - Plotted by: Sr, Tom Date: 3/19/2012 - 3:24 PM
 XREFS: DRD - C-PP - C-HA 1/4/2012

TEMPORARY RIGHT-OF-WAY

I am the party lawfully assigned to represent the Torrance Unified School District, which is in possession of the property at 17815 Yukon Avenue in the City of Torrance. I authorize the City of Torrance, its employees and its agents to enter the property along the south 50 feet of the property, as shown in the North Torrance Well Field Project Access Plan, a copy of which is attached. This right of way will remain in full force and effect until the completion of the North Torrance Well Field Project, as documented by the Notice of Completion for the project. The City of Torrance will restore and vacate the Temporary Right of Way area upon completion of the permanent access road and fencing.

Signed:

(Print Name)

(Signature)

(Date)

Recording Requested by:

Sue Herbers, City Clerk

When Recorded Mail to:

CITY OF TORRANCE

3031 Torrance Boulevard

Torrance, CA 90503

EASEMENT DEED

In consideration of the sum of One Dollar (\$1.00) and other valuable consideration, receipt of which is hereby acknowledged, the Torrance Unified School District ("District) grants to the CITY OF TORRANCE, a municipal corporation ("City"), of Los Angeles County, State of California, an access easement for INGRESS and EGRESS across shared parking lots per the terms outlined below to the North Torrance Well Field, a water facility indentified as in Exhibit "A" . Together with the right to enter upon and pass and re-pass over and along the said easement and right-of-way and to traverse this easement with tools, vehicles, materials, et cetera by said CITY, its officers, agents, and employees and by any contractor, its agents and employees, engaged by said CITY, whenever and wherever necessary for the purpose set forth above.

The access easement and right-of-way is across the certain property situated in the City of Torrance, County of Los Angeles, State of California, and more particularly described as follows:

The westerly 30' of the vacated portion of Yukon Avenue vacated as per resolution 62-179 on September 7, 1962 as instrument number 4673 together with the easterly 10' of lot 32, McDonald tract, as recorded in Book 15, pages 21 and 22 of Map Records in the office of the County Recorder of said County located north of the San Diego Freeway.

Dated this ____ day of _____ 20____

Signed: _____

Print:

(All signatures must be notarized)

Signed: _____

Print:

Owner's Address: _____

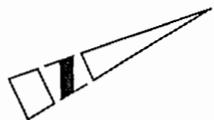


EXHIBIT "A"

SCALE: 1"=100'

CITY OF TORRANCE
NTWF
ACCESS EASEMENT

TORRANCE
UNIFIED
SCHOOL
DISTRICT
(TUSD)

(PORTION LOT 32
McDONALD TRACT
PAGES 21 AND 22)

SAN DIEGO FREEWAY

NORTH PL OF LOT 32
McDONALD TRACT
627.19'

300.26'

10' OFFSET

60'

EAST PL OF LOT 32
McDONALD TRACT

VARIES

YUKON AVE

CITY OF TORRANCE
VAC POR YUKON AVE
RES 62-179
INST #4673

TUSD
VAC POR YUKON AVE
RES 62-179
INST #4673

60' VAC.
YUKON AVE

LEGEND



EASEMENT

Recording Requested by:

Sue Herbers, City Clerk

When Recorded Mail to:

CITY OF TORRANCE

3031 Torrance Boulevard

Torrance, CA 90503

EASEMENT DEED

In consideration of the sum of One Dollar (\$1.00) and other valuable consideration, receipt of which is hereby acknowledged, the CITY OF TORRANCE, a municipal corporation ("City"), of Los Angeles County, State of California, grants to the Torrance Unified School District ("District) an access easement for INGRESS and EGRESS across shared parking lots per the terms outlined below to the Yukon Elementary School, a public school, indentified as in Exhibit "A". Together with the right to enter upon and pass and re-pass over and along the said easement and right-of-way and to traverse this easement with tools, vehicles, materials, et cetera by said District, its officers, agents, and employees and by any contractor, its agents and employees, engaged by said District, whenever and wherever necessary for the purpose set forth above.

The access easement and right-of-way is across the certain property situated in the City of Torrance, County of Los Angeles, State of California, and more particularly described as follows:

The easterly 30' of the vacated portion of Yukon Avenue vacated as per resolution 62-179 on September 7, 1962 as instrument number 4673.

Dated this ____ day of _____ 20__

Signed: _____

Print:

(All signatures must be notarized)

Signed: _____

Print:

Owner's Address: _____

CITY OF TORRANCE
NTWF
ACCESS EASEMENT

300.26'

NORTH PL OF LOT 32
McDONALD TRACT

627.19'

TORRANCE
UNIFIED
SCHOOL
DISTRICT
(TUSD)

(PORTION LOT 32
McDONALD TRACT
PAGES 21 AND 22)

SAN DIEGO FREEWAY

EAST PL OF LOT 32
McDONALD TRACT

60'

VARIES

YUKON AVE

30'

30'

LEGEND

 EASEMENT

TUSD
VAC POR YUKON AVE
RES 62-179
INST #4673

CITY OF TORRANCE
VAC POR YUKON AVE
RES 62-179
INST #4673

60' VAC.
YUKON AVE

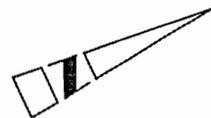


EXHIBIT "A"

SCALE: 1"=100'

**RESOLUTION NO. AS-13-11/12:
THE BOARD OF EDUCATION OF TORRANCE UNIFIED SCHOOL DISTRICT'S
AUTHORIZATION FOR THE DEDICATION OF AN EASEMENT TO THE CITY OF
TORRANCE – NORTH TORRANCE WELL FIELD PROJECT**

WHEREAS, the City of Torrance has requested that the Torrance Unified School District ("School District") dedicate an easement to the City of Torrance upon a portion of the School District's Yukon Elementary School site ("Easement"). A legal description and a map depicting the location of the Easement are attached hereto as Exhibit "A" and incorporated herein;

WHEREAS, pursuant to Education Code section 17556, the governing board of a school district may convey to a public corporation, or private corporation engaged in the public utility business, for utility purposes, any real property belonging to such school district upon such terms and conditions as the parties thereto may agree;

WHEREAS, the School District desires to provide an Easement to the City of Torrance for the construction, operation and maintenance of a Well Field Project, and necessary fixtures and appurtenances thereto, to service the North Torrance Well Field Project, pursuant to the terms and conditions set forth in the Grant of Easement attached hereto as Exhibit "B" and incorporated herein;

WHEREAS, in accordance with Education Code section 17557, the School District's governing board fixed June 4, 2012, for a public hearing ("Public Hearing") upon the question of making the dedication of the Easement to the City of Torrance;

WHEREAS, pursuant to Education Code section 17558, the School District posted copies of the Resolution in three public places in the School District not less than ten (10) days before the Public Hearing, and published notice once, not less than five days before the Public Hearing, in a local newspaper;

WHEREAS, pursuant to Education Code section 17558, on June 4, 2012, at a regular meeting of the School District's Governing Board, the School District held a Public Hearing upon the question about making the dedication of the Easement to North Torrance Well Field Project; and

WHEREAS, no petition pursuant to Education Code section 17560 has been filed with the School District's governing board.

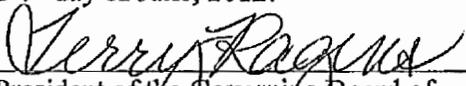
NOW, THEREFORE, THE BOARD OF EDUCATION DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That the above recitals are all true and correct.

Section 2. The School District's governing board authorizes and directs the President of the Governing Board to execute the Easement and take whatever action is necessary to complete the dedication of the Easement to the City of Torrance.

Section 3. That the School District's Governing Board hereby determines that the School District is in compliance with all relevant sections of the Education Code and all other applicable laws.

ADOPTED, SIGNED AND APPROVED this 4th day of June, 2012.



 President of the Governing Board of
 Torrance Unified School District

I, George Mannon, Ed.D., Clerk of the Governing Board of Torrance Unified School District, do hereby certify that the foregoing Resolution was adopted by the Governing Board of said District at a meeting of said Board held on the 4th day of June 2012, and that it was so adopted by the following vote:

AYES: 5

NOES: 0

ABSTAIN: 0

ABSENT: 0



 Clerk of the Governing Board of Torrance Unified
 School District

EXHIBIT "A"

LEGAL DESCRIPTION AND MAP OF THE EASEMENT

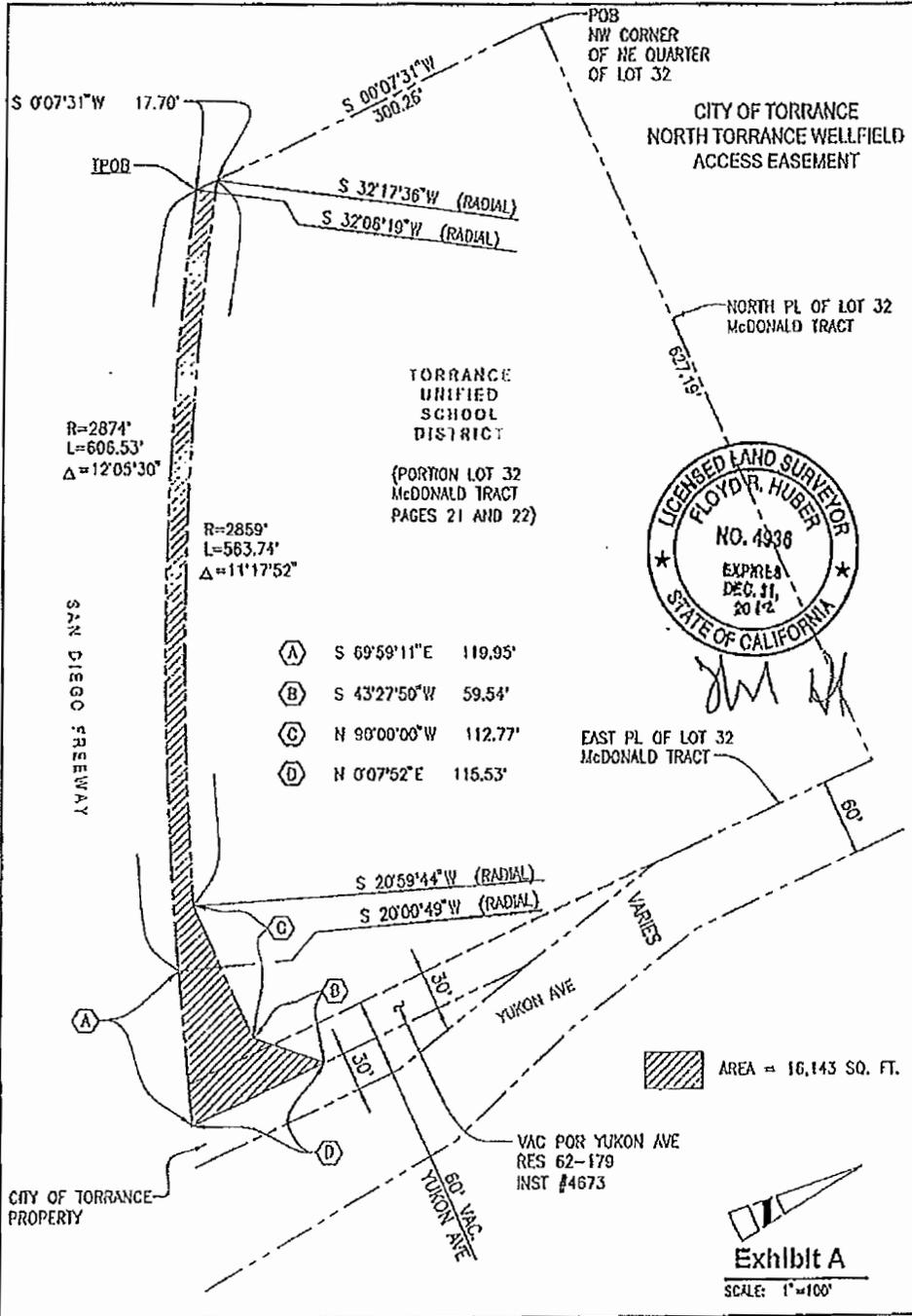


EXHIBIT "B"

EASEMENT GRANT DEED

Recording Requested by:
Sue Herbers, City Clerk

When Recorded Mail to:
CITY OF TORRANCE
3031 Torrance Boulevard
Torrance, CA 90503

EASEMENT DEED

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The Easement is depicted on the attached Exhibit A.

[67272_1.DOC]

In consideration for the Easement set forth above City will provide the following:

1. The Easement is granted for an initial term of 5 years, with five automatic 5-year extensions, for a total term of thirty years.
2. The initial Easement payment is at the rate of \$.30 per square foot: \$4,843 per month, \$58,116 per year. The initial Easement payment for the first 5 years will be paid in advance (\$290,580).
3. At the beginning of the sixth year, a yearly cost-of-living increase of 3% per year will be added to the preceding year's rate and Easement payments will be paid in monthly installments, in advance.
4. In lieu of yearly cost-of-living increases during Years 2-5, the City will construct a parking lot adjacent to Yukon Elementary School, on City-owned property depicted on the attached Exhibit B, at a location within the depicted property to be mutually agreed upon by the District and the City. The City will work with Yukon Elementary School to install an electronic marquee sign on the City property. At the time of constructing the parking lot, the City will install conduit sweeps in the parking lot area designated for installation of the marquee sign. The cost of the electronic marquee sign, including wiring of the sign, will be borne by the District.
5. Should the District sell the Yukon Elementary School site during the term of the Easement, then the District will cooperate with the City to prepare, execute and record a permanent Easement in favor of the City.

Dated this ____ day of _____, 2012.

(All signatures must be notarized)

CITY OF TORRANCE,
a municipal corporation

TORRANCE UNIFIED SCHOOL DISTRICT

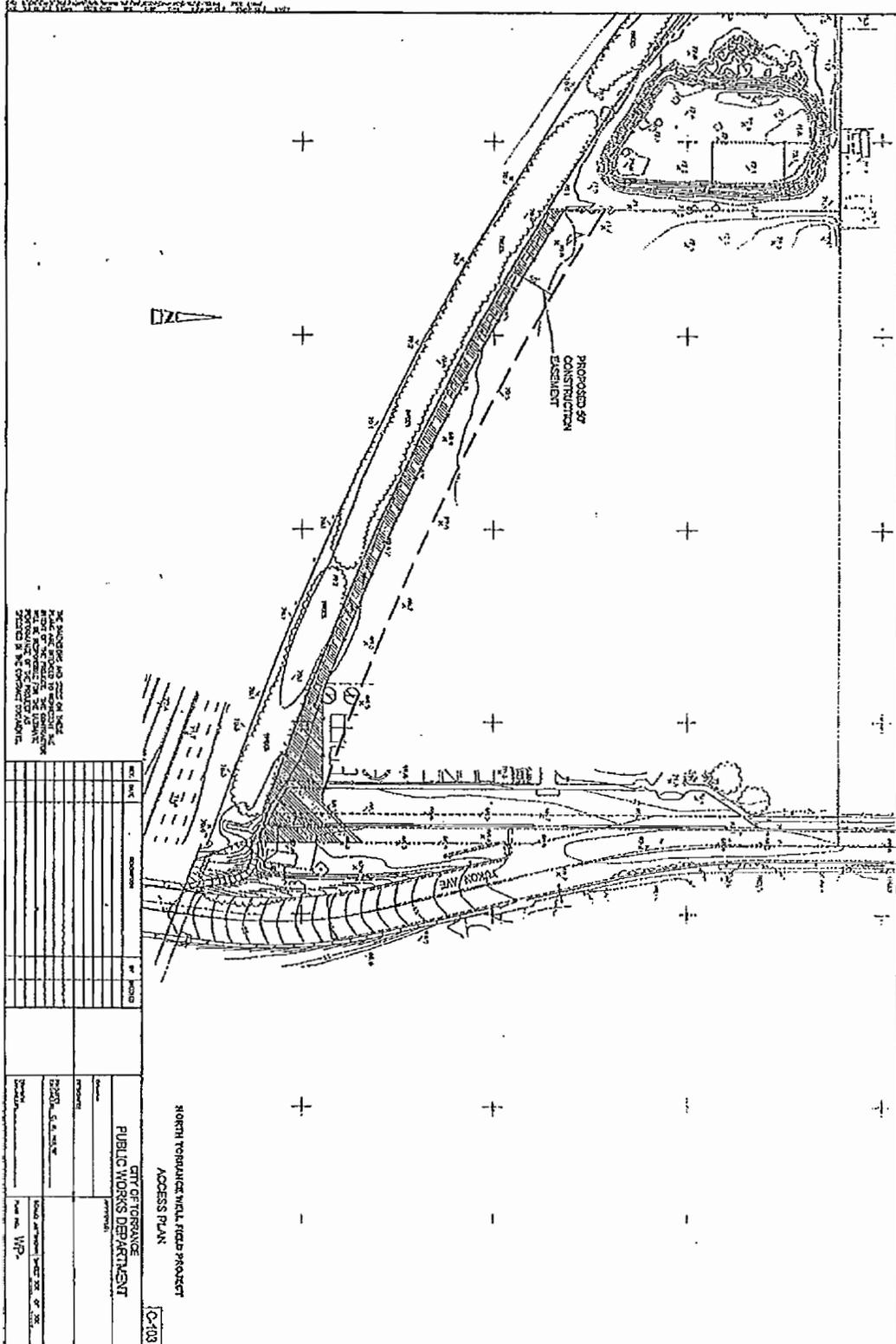
By: _____
Frank Scotto, Mayor
ATTEST:



Sue Herbers, City Clerk

JOHN L. FELLOWS III
City Attorney

By: _____



RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO:

City of Torrance
3031 Torrance Blvd.
Torrance, CA 90503

Space Above This Line for Recorder's Use Only
Escrow No. 810015892X04

A.P.N 4087-037-003

GRANT DEED

The undersigned grantor(s) declare(s) that documentary transfer tax is:

County and City \$ -0- EXEMPT SEE BELOW

- () Computed on full value of property conveyed, or
() Computed on full value less value of liens or encumbrances remaining at time of sale.
() unincorporated area; (X) City of TORRANCE and

FOR A VALUABLE CONSIDERATION, Receipt of which is hereby acknowledged,

ROBERT CERTIA CRAIG, A SINGLE MAN

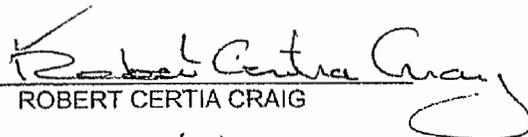
HEREBY GRANTS TO: **CITY OF TORRANCE, A MUNICIPAL CORPORATION**

The following described property in the CITY OF TORRANCE, COUNTY OF LOS ANGELES, State of California;

See Exhibit "A" which is attached hereto and made a part hereof

THIS DOCUMENT IS RECORDED FOR THE BENEFIT OF THE CITY OF TORRANCE, A MUNICIPAL CORPORATOIN AND IS THEREFORE EXEMPT FROM THE PAYMENT OF THE RECORDING FEE PURSUANT TO GOVERNMENT CODE SECTION 6103 AND FROM THE PAYMENT OF DOCUMENTARY TRANSFER TAX PURSUANT TO REVENUE TAXATION CODE SECTION 11922.

By:


ROBERT CERTIA CRAIG

Document date: July 23, 2008

SEE ATTACHED FOR NOTARY ACKNOWLEDGEMENT

Mail Tax Statements to: SAME AS ABOVE or Address Noted Below

DESCRIPTION

THAT PORTION OF THE NORTH 4.96 ACRES OF THE NORTHWEST QUARTER OF LOT 32 OF THE MCDONALD TRACT, IN THE CITY OF TORRANCE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 15, PAGES 21 AND 22, OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEASTERLY CORNER OF SAID NORTHWEST QUARTER; THENCE ALONG THE NORTHERLY LINE OF SAID LOT S 89°55'21" W, 398.67 FEET TO A CURVE CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 2,873.50 FEET; THENCE SOUTHEASTERLY ALONG SAID CURVE FROM A TANGENT BEARING S 48°07'54" E, THROUGH AN ANGLE OF 9°57'39", AN ARC DISTANCE OF 499.56 FEET TO THE EASTERLY LINE OF THE NORTHWEST QUARTER OF SAID LOT; THENCE ALONG LAST SAID LINE N 00°04'17" W, 300.02 FEET TO THE POINT OF BEGINNING.

EXCEPT THEREFROM ONE-HALF OF ALL OIL, GAS, PETROLEUM, ASPHALTUM AND MINERALS IN AND UNDER SAID LAND, RESERVED BY ARTHUR DAVIES AND KATHLEEN MARIE DAVIES, BY DEED DATED NOVEMBER 10, 1943 IN BOOK 30292, PAGE 280 OF OFFICIAL RECORDS, IN SAID OFFICE.

ALSO EXCEPTING THEREFROM ALL OIL, OIL RIGHTS, MINERALS, MINERAL RIGHTS, NATURAL GAS, NATURAL GAS RIGHTS, AND OTHER HYDROCARBONS BY WHATSOEVER NAME KNOWN, THAT MAY BE WITHIN OR UNDER SAID LAND, WITHOUT HOWEVER, THE RIGHT EVER TO DRILL, DIG OR MINE THROUGH THE SURFACE OF SAID LAND THEREFOR, OR OTHERWISE DEVELOP SAME IN SUCH MANNER AS TO ENDANGER THE SAFETY OF ANY HIGHWAY THAT MAY BE CONSTRUCTED ON SAID LAND, AS EXCEPTED AND RESERVED IN A DEED TO THE STATE OF CALIFORNIA RECORDED JULY 14, 1954 AS INSTRUMENT NO. 3623 IN BOOK 45066, PAGE 217, OF SAID OFFICIAL RECORDS.

The above-described real property is landlocked and without any direct access to the freeway or to any public or private road. The Grantor, Robert C. Craig, is without obligation or liability to provide access to said real property.

Rec

CALIFORNIA ALL-PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

State of California

County of Los Angeles

On July 23, 2008 before me, Rhonda Un NOTARY PUBLIC
(Here insert name and title of the officer)

personally appeared Robert Certia Craig

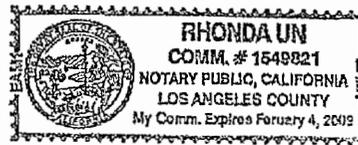
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), 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.

[Handwritten Signature]

Signature of Notary Public



(Notary Seal)

ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

Grant Deed

(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages 2 Document Date 7/23/08

(Additional information)

INSTRUCTIONS FOR COMPLETING THIS FORM

Any acknowledgment completed in California must contain verbiage exactly as appears above in the notary section or a separate acknowledgment form must be properly completed and attached to that document. The only exception is if a document is to be recorded outside of California. In such instances, any alternative acknowledgment verbiage as may be printed on such a document so long as the verbiage does not require the notary to do something that is illegal for a notary in California (i.e. certifying the authorized capacity of the signer). Please check the document carefully for proper notarial wording and attach this form if required.

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. he/she/they- is /are) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits. otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
 - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
 - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document

CAPACITY CLAIMED BY THE SIGNER

- Individual (s)
- Corporate Officer

(Title)

- Partner(s)
- Attorney-in-Fact
- Trustee(s)
- Other _____