

**P S O M A S**

Balancing the Natural and Built Environment

August 19, 2021

Mr. David J Stoldt, General Manager  
**MONTEREY PENINSULA WATER  
MANAGEMENT DISTRICT**  
5 Harris Court – Bldg. G  
Monterey, CA 93940  
Phone: 831.658.5651

Re: Proposal to prepare land descriptions and exhibits for the Yankee Point Annexation and Hidden Hills Annexation to District's service area.

*(submitted via email by Brian Bullock on August 19, 2021)*

Dear Mr. Stoldt:

Per your request, Psomas is submitting this proposal to prepare a land description and exhibit for the annexation of a portion of Yankee Point Acres. This annexation includes Lots 1-37 of Yankee Point Acres, shown on the attached Exhibits "A1" and "A2" and the area known as Hidden Hills depicted on the attached Exhibit "A3".

The exhibits and descriptions for both annexations will be prepared in conformance with the State Board Mapping Requirements dated August 1, 2005 and shown on Exhibit "B".

It is understood that the District will provide a copy of the current land description of the District boundaries. This would include the initial description and the description (and exhibit) of any annexations that have been added to the District prior to these proposed annexations.

Attached is our proposed scope of services, fee and schedule for this project (Attachment 1). If you have any questions, please contact me by email at [bullock@psomas.com](mailto:bullock@psomas.com) or phone 916.788.4834. Thank you for contacting Psomas for this project opportunity!

Sincerely,

**P S O M A S**



Brian E. Bullock, PLS  
Senior Project Manager

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Tel 916.788.8122  
[www.Psomas.com](http://www.Psomas.com)

## ATTACHMENT 1 SCOPE OF SERVICES

Prepare a Land Descriptions and Exhibits  
for the Yankee Point Annexation and the Hidden Hills Annexation  
to the Monterey Peninsula Water Management District,  
Monterey, CA

August 19, 2021

Psomas proposes to perform the following services:

1. **Research and review** existing documents of client-supplied descriptions and exhibits for the District as well as existing record documents to be utilized in the preparation of the annexation exhibits and descriptions.
2. **Perform record calculations** of the exterior boundary of the lands to be annexed to the District as well as those portions of the existing District boundary to which the annexations will adjoin. The Yankee Point annexation consist of Lots 1-37 of Yankee Point Acres as the lots are shown on attached Exhibits "A1" and "A2". The lands to be included in the Hidden Hills annexation are shown on Exhibit "A3". Field surveys are excluded from this scope.
3. **Preparation of the annexation exhibits and land descriptions** in conformance to the State Board of Equalization Requirements. (attached hereto as Exhibit "B")
4. Psomas will submit the descriptions and exhibits to the District for the initial review and comment. Once any edits or changes have been made, the annexation package will be ready to be submitted to Monterey County LAFCO and the State Board of Equalization for review and processing.

**SCHEDULE & FEES:** To begin our tasks on this project, Psomas will need a signed contract, record descriptions of the District, previous annexation documents in the area of this proposed annexation, electronic files (AutoCAD and/or GIS files) of the District's boundaries, and a written notice to proceed.

Total lump sum fee for the described services is \$25,900, *excluding application and review fees*. Excepting events beyond Psomas' control, we will submit the descriptions and exhibits to the District four (4) weeks from receipt of the above materials and written notice to proceed from the District.

### **DELIVERABLES:**

This proposal includes the following deliverables:

1. One hard copy of the description and exhibit stamped and signed by the licensed land surveyor in charge.
2. Digital package of the materials required for submittal to the State Board.

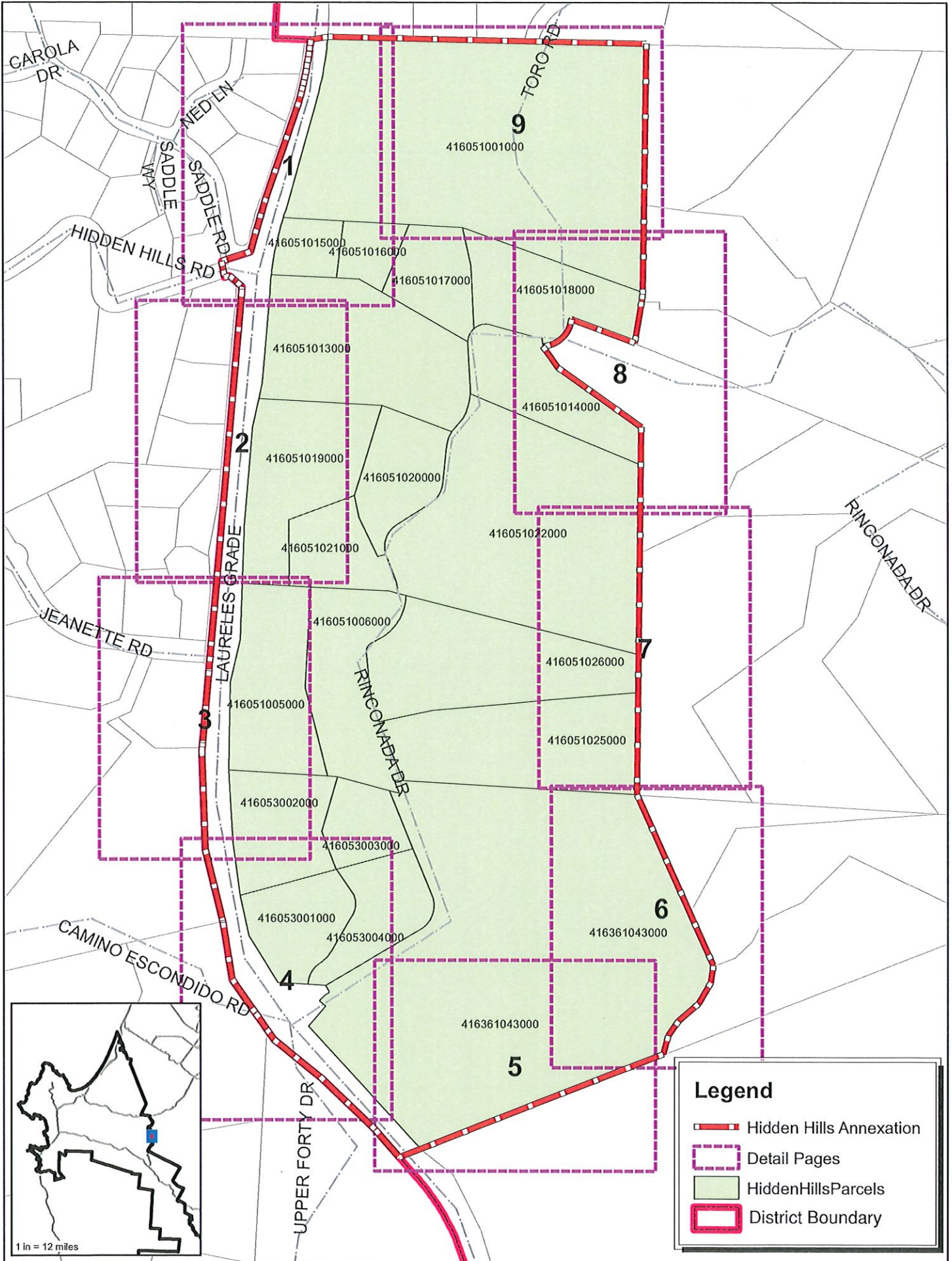






**EXHIBIT "A3"**

Hidden Hills Annexation



**Legend**

- Hidden Hills Annexation
- Detail Pages
- HiddenHillsParcels
- District Boundary

1 in = 12 miles

0 50 100 200 300 Feet



## EXHIBIT "B"

### State Board Mapping Requirements

#### Map(s)

**It is strongly recommended that all maps submitted to the Board be filed in electronic/digital form. Digital information will not be shared without the permission of the applicant.**

Maps submitted as part of the jurisdictional boundary change filing shall conform to the following specifications:

#### **Map Documents:**

1. All maps shall be professionally and accurately drawn or copied. Rough sketches or pictorial drawings will not be accepted. Assessor's parcel maps will not be accepted as a substitute for the project map.
2. Original or copies of the same size project map must be submitted. Reduced maps are not acceptable and will be rejected.
3. A vicinity map shall be included. The vicinity map shall show the location of the project area in relationship to a larger geographic area that includes major streets and highways or other physical features.
4. Any portion of an existing district boundary in close proximity to the project area shall be shown and identified.
5. Every map must clearly show all existing streets, roads and highways with their current names that are within and adjacent to the project area. Additionally, every map shall indicate each township and range, section lines and numbers, or ranchos that are in proximity of the project area.
6. Every map shall bear a scale and a north arrow. The **point of beginning** shall be clearly shown and match the written geographic description.
7. The boundaries of the project area shall be distinctively delineated on each map without masking any essential geographic or political features. The boundaries of the project area must be the most predominant line on the map. Boundary lines that are delineated by a line that exceeds 1.5 millimeter in width shall be rejected. The use of graphic tape or broad tip marking pens to delineate the boundary is not acceptable.
8. All dimensions needed to plot the boundaries must be given on the map of the project area. Each map shall have **numbered courses matching the written geographic description**. Index tables may be utilized.
9. All parcels within the project area that touch the new boundary shall be clearly labeled with the assessor's parcel number. Interior parcels that do not touch the boundary need not be identified on the map.

10. If the project area has an interior island(s) of exclusion or the boundary has a peninsula of exclusion (or inclusion), that area(s) should be shown in an enlarged drawing. This drawing should be of sufficient size and scale to allow TASS to plot the boundary without difficulty.
11. When it is necessary to use more than one map sheet to show the boundaries of the project area, the sheet size should be uniform. A small key map giving the relationship of the several sheets shall be furnished. Match lines between adjoining sheets must be used. While the geography on adjoining sheets may overlap, the project boundaries must stop at the match lines. TASS has standardized the D size (24" x 36") map sheet, but will accept larger or smaller map sizes depending on the size and complexity of the individual single area(s).

### **Digital Maps:**

*Maps that are filed electronically shall conform to the same requirements as described in this section under map documents (Items 1 through 11 above). Additional items for digital maps are as follows:*

Required files -- The disk or CD shall contain only the following files:

- a. Map/drawing file(s) using AutoCAD.dwg format in vector format:
  - Plotting: The map drawing file shall have the same appropriate borders, legends, title blocks, signature block and any necessary information that is required for a manually drawn map.
  - Scale: The drawing shall be at real-world scale.
  - Layers: A listing of the layers and their definitions shall be included in the "read\_me" file.
  - File Format: File shall be in vector format only. Raster files, raster-vector hybrid, .pdf, tiff, .pcx, .eps, .gif, .jpeg or any other image formats will not be accepted.
  - Compressed Files: Files shall be uncompressed; compressed files will not be accepted.
- a. A text file labeled "read\_me" listing:
  - The name, address, and phone number of the agency/special district
  - County name and city or district name
  - Project/short title of the action
  - Name, address and phone number of office that prepared the map file
  - List of files on the disk or CD
  - Map projection and datum
  - Layer definitions
  - Sheet size
  - Plotting scale
  - Date of creation
- a. Labels: The disk or CD must have a label that identifies:
  - The agency and/or special district submitting the map
  - Name of the project/short title
  - County name(s)
  - Date of creation