

# Heber Public Utility District

## REPORT TO BOARD OF DIRECTORS

**MEETING DATE:** September 16, 2021

**FROM:** Laura Fischer, General Manager

**SUBJECT:** Authorize the General Manager to Execute the Notice of Completion for the Heber Recreation Center

**ISSUE:**

Shall the Board of Directors authorize the General Manager to execute the Notice of Completion for the Heber Recreation Center?

**GENERAL MANAGER'S RECOMMENDATION:**

It is recommended that the Board of Directors authorize the General Manager to execute the Notice of Completion for the Heber Recreation Center.

**FISCAL IMPACT:**

None. There is no cost to submit the Notice of Completion.

**DISCUSSION:**

The Heber Recreation Center was completed in July 2021. It is customary to wait 30 days after completion of construction, to determine if there are any minor modifications or repairs to be made, before signing the Notice of Completion. The 30 day time period has passed and the HPUD staff has found no issues with the Recreation Center construction.

As you recall, the Recreation Center was constructed by A&N Quality Builders. The construction management, design and bidding was completed by our engineers, The Holt Group. Specifically, we worked closely with Mr. Juny Marmelajo at The Holt Group.

Funding for the project was provided by HPUD's parks funds, which represent a portion of property taxes received, and the Imperial Irrigation District Local Entity. The IID Local Entity contributed \$155,000 toward the project and HPUD contributed \$437,012 for a total project cost of \$592,012.

**CONCLUSION:**

As the Heber Recreation Center construction project is completed, the contractor has been paid and any liens have been cleared, staff recommends authorizing the General Manager to execute the Notice of Completion for the Heber Recreation Center Project.

Respectfully Submitted,

Laura Fischer,  
General Manager  
Attachment: NOC Heber Recreation Project

<p style="text-align: center;">RECORDING REQUESTED BY: Heber Public Utility District</p> <hr/> <p style="text-align: center;">AND WHEN RECORDED MAIL TO: Attn: Ms. Raquel R. Carrillo, Clerk of Board, Heber Public Utility District</p> <hr/> <p style="text-align: center;">(Name) 1078 Dogwood Road, Suite 103</p> <hr/> <p style="text-align: center;">(Street Address) Heber, CA 92249</p> <hr/> <p style="text-align: center;">(City, State, Zip)</p>	
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

*(Notice pursuant to Civil Code Section 3093, must be recorded within 10 days after completion)*

**NOTICE IS HEREBY GIVEN THAT:**

1. The undersigned is an owner or agent of an owner of the interest or estate stated below.
2. The full name of the owner is Heber Public Utility District
3. The full address of the owner is 1078 Dogwood Road, Suite 103, Heber, California 92249
4. The nature of the interest or estate is: IN FEE.

(If Other Than Fee, Strike "In Fee" And Insert, For Example, "Purchaser Under Contract Of Purchase" Or Lessee")

5. The full names and full addresses of all co-owners, if any, who hold any title or interest with the above-named owner in the property are:

<b>NAMES</b>	<b>ADDRESSES</b>
N/A	N/A

6. A work of improvement on the property hereinafter described was completed on 05/19/2021

(Date)

The work done was: HPUD – Recreational Center Building

7. The name of the contractor, if any, for such work of improvement is: A&N Quality Builders, Inc., 998 Industry Way, El Centro, CA 92243

04/17/2020

(If no Contractor for work of improvement, insert "none")

(Date of Contract)

8. The street address of said property is 156 Littlefield Way, Heber, CA 92249

(If no street address has been assigned, insert "none")

9. The property on which said work of improvement was completed is in the Heber Public Utility District County of Imperial, State of California, and is described as follows:  
at the Imperial County Recorder's Office, Assessor's Parcel No. 054-601-001.

Date: 08/24/2021  
(Verification for Individual Owner)

(Signature of Owner or Agent of Owner Named in Paragraph 2)

Laura Fischer, General Manager, Heber Public Utility District

## VERIFICATION

I, the undersigned, say:

I am General Manager  
("President," "Owner," "Partner," "Manager," etc.)

of the declarant of the foregoing completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

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

Executed on August 24, 2021, at Heber, California.  
(Date Of Signature) (City Where Signed)

\_\_\_\_\_  
Laura Fischer, General Manager, Heber Public Utility District  
(Personal Signature of the individual who is swearing that the contents of the notice of completion are true)

## **ADDITIONAL INFORMATION ABOUT NOTICE OF COMPLETION**

The Notice of Completion shall be recorded in the office of the county recorder of the county in which the site is located, within 10 days after such completion, in accordance with California Civil Code Section 3093.

If the Notice of Completion is timely recorded, then the time within which a mechanic's lien may be recorded against the property is sixty days by prime contractors and thirty days by subcontractors. If this notice is not recorded in a timely manner, prime contractors and subcontractors have a ninety-day period from the completion of the work of improvement within which to record their mechanic's lien.

If there is more than one owner, any notice of completion signed by less than all of such co-owners shall recite the names and addresses of all of such co-owners; and provided further, that any notice of completion signed by a successor in interest shall recite the names and addresses of his transferor or transferors.

For purposes of this document, "owner" means the owner who causes the building, improvement, or structure, to be constructed, altered or repaired (or his successor in interest at the date when a notice of cessation from labor is filed for record) whether the interest or estate of such owner be in fee, as vendee under a contract of purchase, as lessee, or other interest or estate less than the fee.