



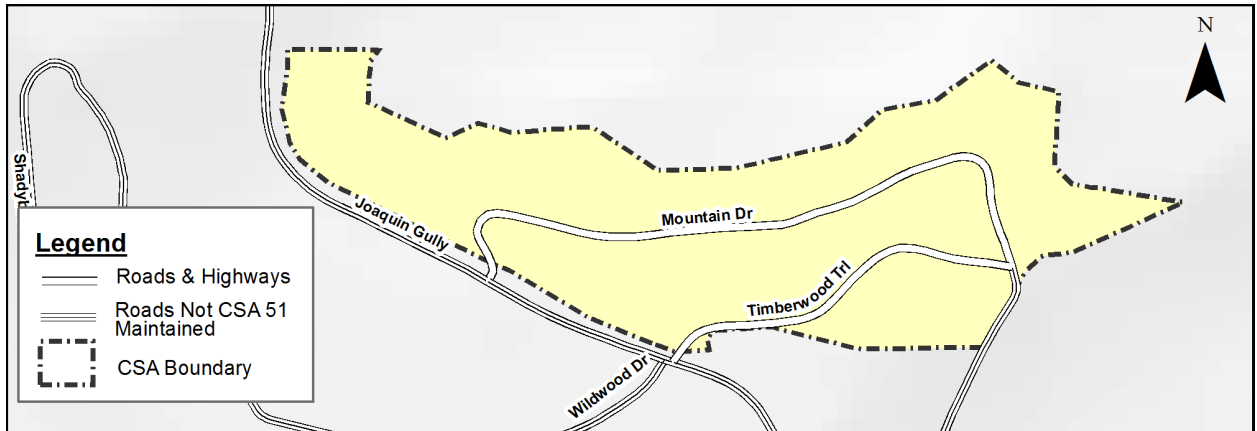
COMMUNITY RESOURCES AGENCY

DAVID GONZALVES, C.B.O.
Director

Administration - Building - County Surveyor - Engineering - Environmental Health - Fleet Services - GIS - Housing - Planning - Roads - Solid Waste

48 W. Yaney Avenue, Sonora
Mailing: 2 S. Green Street
Sonora, CA 95370
(209) 533-5633
(209) 536-1622 (Fleet)
(209) 533-5616 (fax)
(209) 533-5909 (fax - EHD)
(209) 588-9064 (fax - Fleet)
(209) 533-5698 (fax - Roads)
www.tuolumnecounty.ca.gov

COUNTY SERVICE AREA 51, TWAIN HARTE HEIGHTS 2018-19 ANNUAL REPORT



Enclosed is the 2018 Annual Report for County Service Area 51, Twain Harte Heights (CSA 51). The report contains information concerning the planned road maintenance, budget, and funding requirements for fiscal year 2018-19.

To identify your assessment charge locate the parcel number on this mailing's envelope and find that number on *Exhibit A, 2018-19 Benefit Apportionment Schedule*. The bottom of this letter provides contact information if you need assistance in locating your parcel number. This assessment is levied against your parcel as an additional line item on your Tuolumne County property tax bill. **THIS REPORT IS NOT A BILL.**

CSA 51 was established in 1996 by the Local Agency Formation Commission to maintain roads within its boundaries. In 2009, CSA 51 property owners voted to approve the assessment with an annual increase equivalent to the construction cost index inflation factor. For fiscal year 2018-19 the inflation factor is 3.3%.

All roads within CSA 51 are programmed to receive routine vegetation and drainage maintenance in 2018-19. Drainage maintenance is important in preventing roadbed saturation and pavement damage. Residents can expect vegetation removal to occur within 2 feet of the edge of pavement. Please note that culverts located beneath driveways are the property of the resident and your responsibility to keep clear of debris.

The purpose of this annual report is to provide information about the administration of CSA 51. If you have any questions regarding your County Service Area please contact Denise Zitnik, Special Districts Coordinator at DZitnik@co.tuolumne.ca.us or at the Community Resources Agency mailing address listed in the letterhead.

Denise Zitnik,
Engineering Technician, Special Districts Coordinator

Services

Snow removal, road and
drainage maintenance,
vegetation removal

0.38 Lane Miles

Mountain Drive,
Timberwood Trail

Anticipated Maintenance

Vegetation and
drainage maintenance

County Service Area No. 51, Twain Harte Heights Annual Report

I. Background

County Service Area No. 51, Twain Harte Heights (CSA 51) is located in Supervisorial District No. 3 near Twain Harte. The service area was established on June 24, 1996 by LAFCO Resolution No. 187 to maintain roads within its boundaries. A perpetual assessment program was approved by vote of property owners in 2009 (Board Resolution 62-09).

II. Administration

The Tuolumne County Board of Supervisors serves as the Conducting Authority and Board of Directors for the service area. The Board of Supervisors has directed the Community Resources Agency to administer road maintenance activities within the service area. The Long-Term Maintenance Plan provides guidelines for administration of the service area road maintenance and improvement program.


III. Road Inventory


Road Name	Length (ft)	Width (ft)	Length (mi)	Surface	Condition
Mountain Drive	1,210	16	0.23	Paved	Fair
Timberwood Trail	780	16	0.15	Paved	Good
TOTAL CSA Road Length (miles):			0.38		

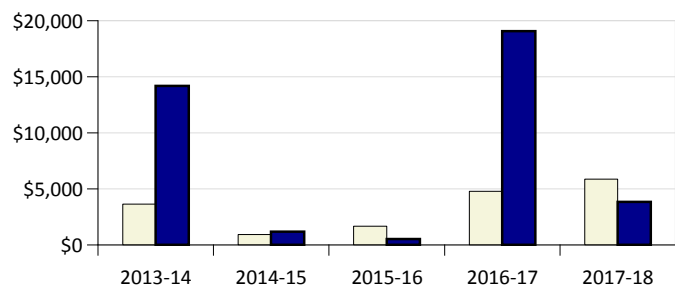
IV. Maintenance Record

Fiscal Yr	Operational Routine Maintenance	Preventative Road Maintenance
2013-14	\$ 3,600.00 Vegetation removal, street sweeping, snowplow, admin.	\$14,200.00 Preventative maintenance (all roads)
2014-15	\$ 900.00 Admin.	\$1,200.00 Resurfacing preparatory work (all Roads)
2015-16	\$ 1,700.00 Snowplow, admin.	\$500.00 Preventative maintenance preparatory work (all roads)
2016-17	\$ 4,800.00 Snowplow, admin.	\$19,000.00 Preventative maint., resurfacing (all roads)
2017-18	\$ 5,900.00 Dike maintenance, snowplow, admin.	\$3,800.00 Resurfacing project completion work

The maintenance record is categorized into two types of expenses: operational costs and road maintenance costs.

 Operational & routine maintenance costs are routine expenses. Typically, these costs are smaller value items and funded using a current

 Preventative road maintenance costs are infrequent maintenance items, scheduled based on pavement condition. Typically, these costs are larger expenses that require multiple years of reserve fund savings (see item X).



V. Revenue

The primary source of revenue in CSA 51 is the collection of assessments on each parcel. These charges for benefit received are determined for each parcel in accordance with the Benefit Assessment Methodology approved by the Board of Supervisors and California Court ruling DJDAR 10675 on July 14, 2008. The accrual of interest on accumulated funds supplements the account.

IV. Assessments

Assessment charges have been apportioned according to CSA Administrative Policies, Section IV, Benefit Assessment Methodology and California Court decision DJDAR 10675 July 14, 2008. For a tabulation of service charges see Exhibit A, Benefit Apportionment Schedule.

VII. Field Review

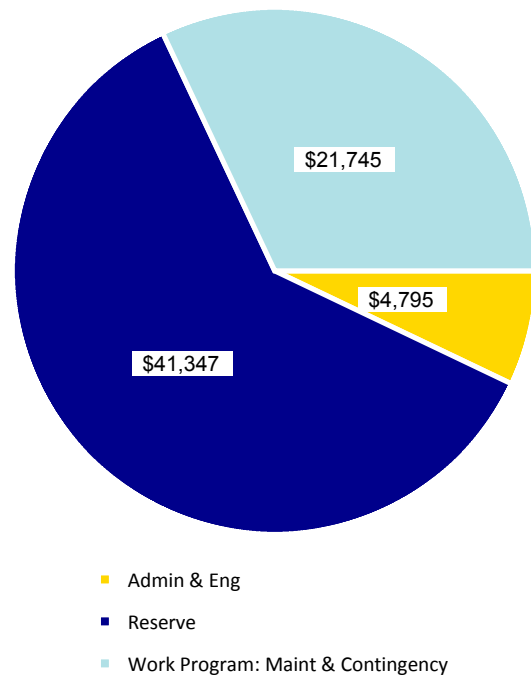
Community Resource Agency staff conducted a field review of CSA 51 on April 9, 2018. Vegetation and drainage maintenance will be performed in the CSA as part of a routine maintenance contract.

VIII. Proposed Work Program, FY 2018-2019

	Estimated Expenditures
Snow Removal	\$1,900
Snow Removal Contingency*	\$14,900
Road Maintenance: No significant maintenance	\$0
Routine Maintenance	\$4,300
Maintenance Contingency	\$645
Work Funds Total:	\$21,745

*Snow Removal Contingency is calculated using largest total winter costs (Winter 2011-12)

Proposed Budget Fiscal Year 2018-19



IX. Administration and Engineering

The County of Tuolumne shall be reimbursed for administrative costs as follows:

	Estimated Expenditures
Administration & Engineering Costs	
Annual Fees*	\$745
Engineering & Administration**	\$3,262
Administrative Support	\$50
Long-Term Maint Plan Update	\$738
Admin & Eng TOTAL	\$4,795

*Annual admin charges are \$400 per CSA or PRD plus \$23 per parcel.

**Contract administration is 15% of projected expenditures.

X. Proposed Budget FY 2018-2019

(Fiscal year begins July 1)

	Estimated Expenditures	Total
Beginning Fund Balance (estimated)		\$54,300
Revenues (estimated)		
Assessment		\$13,087
Interest		\$500
Available Funds (estimated)		\$67,887
Expenses (estimated)		
Work Program & Contingency Fees	\$21,745	
Administration & Engineering	\$4,795	
		-\$26,540
Reserve		\$41,347

County Service Area No. 51, Twain Harte Heights
Benefit Apportionment Methodology

Benefit Assessment Methodology

This paper presents the apportionment of costs for road maintenance services for individual parcels in County Service Area No. 51 (CSA 51) based on benefit the parcel receives. The apportionment has been calculated in accordance with the Benefit Assessment Methodology approved by the Tuolumne Board of Supervisors and California Supreme Court rulings.

Annual Revenue

The annual revenue required to fund road maintenance in CSA 51 is based on the Long-term Maintenance Plan as developed for this service area by a Professional Engineer.

Annual Revenue Requirement	=	\$13,087
Number of Assessable Parcels	=	15

Benefit Components

The revenue requirement is apportioned between three benefit components as shown below:

<u>Benefit Component</u>	<u>Type of Benefit</u>
1) Zone	Road type and location
2) Road Usage	Distance and traffic

Community Component

The community component is no longer a factor in CSA 51 apportionment calculations per DJDAR 10675 ruling.

Zone Component

One road system currently exists in this service area. The zone component is the same for all parcels within the service area. Maintenance cost for the zone can be estimated according to the total length of road in the zone as shown below:

<u>Zone of Benefit</u>	<u>CSA Road Length</u>	<u>Percentage of CSA Total</u>	<u>Allocation to Zone</u>
Zone A	1,990 LF	100%	\$13,087
Total	1,990 L.F.	100%	\$13,087

Road Usage Component

Estimated road usage for each parcel is determined according to traffic and distance factors calculated for that parcel. These factors may change from year to year as the property is developed. Twain Harte Heights consists of one way roads. All residents must regularly travel the entire length of the CSA.

Apportionment Schedule

The attached Apportionment Schedule shows how the individual parcel assessments are calculated.

**County Service Area No. 51, Twain Harte Heights
2018-19 Benefit Apportionment Schedule**

To identify your parcel's assessment charge locate the parcel number on the envelope label of this mailing then find the the number in the table below. This report is not a bill. Parcel charge will be added as line item on yearly property tax billing.

Assessors Parcel Number	Distance Factor*	Traffic Factor**	Road Use Factor	Parcel Allocation	Zone Cost	Parcel Apportionment
040-310-001-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-002-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-003-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-004-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-006-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-007-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-008-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-009-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-010-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-011-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-012-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-013-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-014-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-015-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
040-310-016-000	0.160	x 10 =	1.60	1.60 / 24.00 x	\$13,087 =	\$872.40
Parcels: 15	Total road use: 24.00 trip-miles				Zone Total:	\$13,086

*Distance factor (miles) is equal for all parcels on the one-way road loop.

TRA-76-000

**Traffic factor (average daily trips) is based on zoning and parcel use.