



COMMUNITY RESOURCES AGENCY

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COUNTY SERVICE AREA 62, SIERRA MEADOWS 2018-19 ANNUAL REPORT



Enclosed is the 2018 Annual Report for County Service Area 62, Sierra Meadows (CSA 62). The report contains information regarding 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 62 was established in 2007 by the Local Agency Formation Commission to maintain roads within its boundaries. In 2009, CSA 62 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%.

The purpose of this annual report is to provide information about the administration of CSA 62. 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

Road and drainage maintenance,
streetlight operations

0.73 Lane Miles

Sierra Meadows Dr,
Stanislaus Ct, Stanislaus Dr

Anticipated Maintenance

None scheduled

County Service Area No. 62, Sierra Meadows Annual Report

I. Background

County Service Area No. 62, Sierra Meadows (CSA 62) is located in Supervisorial District No. 5 between Jamestown and Columbia. The Service Area was established on April 24, 2006 by Local Agency Formation Commission (LAFCO) Resolution No. 210 to maintain roads within its boundaries. A perpetual assessment program was approved by vote of property owners in 2009 (Board Resolution 45-09).

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.

III. Road Inventory

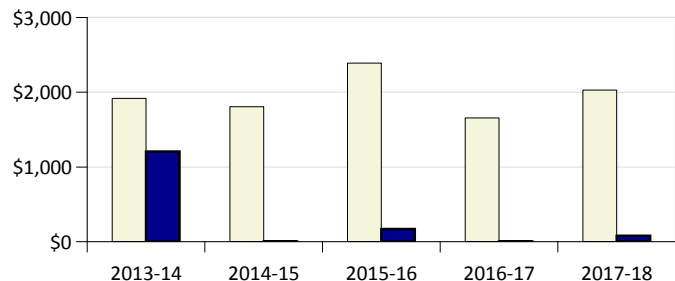
Road Name	Length (ft)	Width (ft)	Length (mi)	Surface	Condition
Clavey Court	230	20	0.04	Paved	Good
Sierra Meadows Dr.	1,069	22	0.20	Paved	Good
Stanislaus Court	231	20	0.04	Paved	Good
Stanislaus Drive	347	20	0.07	Paved	Good
TOTAL CSA Road Length (miles):			0.36		

IV. Maintenance Record

Fiscal Yr	Operational Routine Maintenance	Preventative Road Maintenance
2013-14	\$ 1,900.00 Street sweeping, admin.	\$1,200.00 Preventative maintenance (all roads)
2014-15	\$ 1,800.00 Admin.	
2015-16	\$ 2,400.00 Streetlight operations, admin.	\$200.00 Preventative maintenance prep work (all roads)
2016-17	\$ 1,700.00 Admin.	
2017-18	\$ 2,000.00 Streetlight operations, admin.	\$100.00 Preventative maintenance prep 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 this service area is designed to be the collection of annual 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. No assessments were collected during 2009/10. However, since perpetual assessments have been approved by the property owners, the road maintenance schedule is adjusted by judicious use of the contingency funds to meet the guidelines established by the Long-Term Maintenance Plan for annual accumulation of funds towards future road maintenance expenditures.

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.

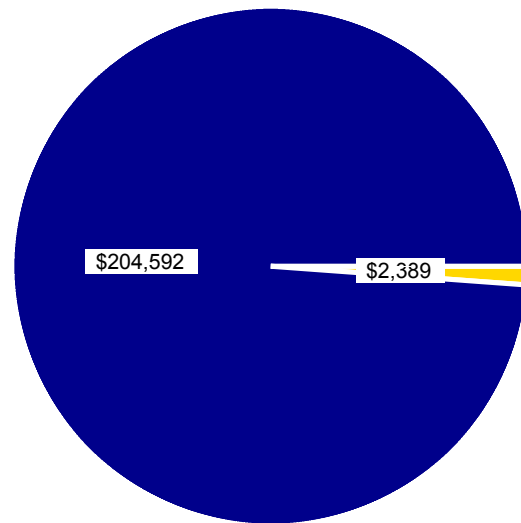
VII. Field Review

Community Resource Agency staff conducted a field review of CSA 62 on March 5, 2018.

VIII. Proposed Work Program, FY 2018-2019

	Estimated Expenditures
Road Maintenance: No significant maintenance	\$0
Maintenance Contingency	\$0
Work Funds Total:	\$0

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*	\$1,504
Engineering & Administration**	\$0
Administrative Support	\$50
Long-Term Maint Plan Update	\$835
Admin & Eng TOTAL	\$2,389

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

**Contract administration is 15% of projected expenditures.

- Admin & Eng
- Reserve
- Work Program: Maint & Contingency

X. Proposed Budget FY 2018-2019

(Fiscal year begins July 1)

	Estimated Expenditures	Total
Beginning Fund Balance (estimated)		\$181,500
Revenues (estimated)		
Assessment		\$23,881
Interest		\$1,600
Available Funds (estimated)		\$206,981
Expenses (estimated)		
Work Program & Contingency Fees	\$0	
Administration & Engineering	\$2,389	
		-\$2,389
Reserve		\$204,592

**County Service Area No. 62, Sierra Meadows
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. 62 (CSA 62) based on benefit the parcel receives. The apportionment has been calculated in accordance with the Benefit Assessment Methodology.

Annual Revenue

The annual revenue required to fund road maintenance in CSA 62 is based on the Long-term Maintenance Plan as revised for this service area by a Professional Engineer.

Annual Revenue Requirement	=	\$23,881
Number of Assessable Parcels	=	48

Benefit Components

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

<u>Benefit Component</u>	<u>Type of Benefit</u>
1) Community	Common benefit
2) Zone	Road type and location
3) Road Usage	Traffic

Community Component

The community component reflects the common benefits shared by the service area community as a whole. These can include common destination points such as a park or mailbox banks as well as features such as street lights that are funded by the CSA. These common benefits are estimated as a fixed percentage of total benefit as shown below:

Community Component	=	25%	x	\$23,881	=	\$5,970
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The community component is apportioned uniformly and results in a uniform base charge as shown below:

Community Component Per Parcel	=	$\frac{\text{Uniform Base Charge}}{\text{Number of Parcels}}$	=	$\frac{\$5,970}{48}$	=	\$124
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Only CSAs with common benefits may utilize this component of assessment calculation per DJDAR 10675 ruling.

Zone Component

The Zone component is determined as follows:

Annual Revenue Requirement		\$23,881
- Community Component		\$5,970
Zone Component		\$17,911

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	1,976 L.F.	100%	\$17,911
Total	1,976 L.F.	100%	\$17,911

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. Traffic and distance factors are shown on the

Apportionment Schedule

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

**County Service Area No. 62, Sierra Meadows
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	Zone Component	Community Component	Parcel Apportionment
034-380-001-000	0.0080	x 10 =	0.080	0.080 / 28.65	x \$17,911 =	\$50	+ \$124 =	\$174
034-380-002-000	0.0169	x 10 =	0.169	0.169 / 28.65	x \$17,911 =	\$105	+ \$124 =	\$230
034-380-003-000	0.0258	x 10 =	0.258	0.258 / 28.65	x \$17,911 =	\$161	+ \$124 =	\$286
034-380-004-000	0.0354	x 10 =	0.354	0.354 / 28.65	x \$17,911 =	\$221	+ \$124 =	\$346
034-380-005-000	0.0449	x 10 =	0.449	0.449 / 28.65	x \$17,911 =	\$281	+ \$124 =	\$405
034-380-006-000	0.0547	x 10 =	0.547	0.547 / 28.65	x \$17,911 =	\$342	+ \$124 =	\$467
034-380-007-000	0.0583	x 10 =	0.583	0.583 / 28.65	x \$17,911 =	\$365	+ \$124 =	\$489
034-380-008-000	0.0695	x 10 =	0.695	0.695 / 28.65	x \$17,911 =	\$435	+ \$124 =	\$559
034-380-009-000	0.0784	x 10 =	0.784	0.784 / 28.65	x \$17,911 =	\$490	+ \$124 =	\$615
034-380-010-000	0.0822	x 10 =	0.822	0.822 / 28.65	x \$17,911 =	\$514	+ \$124 =	\$638
034-380-011-000	0.0892	x 10 =	0.892	0.892 / 28.65	x \$17,911 =	\$558	+ \$124 =	\$682
034-380-012-000	0.0996	x 10 =	0.996	0.996 / 28.65	x \$17,911 =	\$623	+ \$124 =	\$747
034-380-013-000	0.0968	x 10 =	0.968	0.968 / 28.65	x \$17,911 =	\$605	+ \$124 =	\$729
034-380-014-000	0.0862	x 10 =	0.862	0.862 / 28.65	x \$17,911 =	\$539	+ \$124 =	\$663
034-380-015-000	0.0475	x 10 =	0.475	0.475 / 28.65	x \$17,911 =	\$297	+ \$124 =	\$422
034-380-016-000	0.0381	x 10 =	0.381	0.381 / 28.65	x \$17,911 =	\$238	+ \$124 =	\$363
034-380-017-000	0.0286	x 10 =	0.286	0.286 / 28.65	x \$17,911 =	\$179	+ \$124 =	\$303
034-380-018-000	0.0117	x 10 =	0.117	0.117 / 28.65	x \$17,911 =	\$73	+ \$124 =	\$198
034-380-019-000	0.0517	x 10 =	0.517	0.517 / 28.65	x \$17,911 =	\$323	+ \$124 =	\$448
034-380-020-000	0.0515	x 10 =	0.515	0.515 / 28.65	x \$17,911 =	\$322	+ \$124 =	\$447
034-380-021-000	0.0725	x 10 =	0.725	0.725 / 28.65	x \$17,911 =	\$454	+ \$124 =	\$578
034-380-022-000	0.0835	x 10 =	0.835	0.835 / 28.65	x \$17,911 =	\$522	+ \$124 =	\$646
034-380-023-000	0.0788	x 10 =	0.788	0.788 / 28.65	x \$17,911 =	\$493	+ \$124 =	\$617
034-380-024-000	0.0449	x 48 =	2.155	2.155 / 28.65	x \$17,911 =	\$1,347	+ \$124 =	\$1,471
034-390-001-000	0.0756	x 10 =	0.756	0.756 / 28.65	x \$17,911 =	\$473	+ \$124 =	\$597
034-390-002-000	0.0661	x 10 =	0.661	0.661 / 28.65	x \$17,911 =	\$413	+ \$124 =	\$537
034-390-003-000	0.0536	x 10 =	0.536	0.536 / 28.65	x \$17,911 =	\$335	+ \$124 =	\$460
034-390-004-000	0.0731	x 10 =	0.731	0.731 / 28.65	x \$17,911 =	\$457	+ \$124 =	\$582
034-390-005-000	0.0835	x 10 =	0.835	0.835 / 28.65	x \$17,911 =	\$522	+ \$124 =	\$646
034-390-006-000	0.0945	x 10 =	0.945	0.945 / 28.65	x \$17,911 =	\$591	+ \$124 =	\$715
034-390-007-000	0.0860	x 10 =	0.860	0.860 / 28.65	x \$17,911 =	\$538	+ \$124 =	\$662
034-390-008-000	0.0761	x 10 =	0.761	0.761 / 28.65	x \$17,911 =	\$476	+ \$124 =	\$600
034-390-009-000	0.0661	x 10 =	0.661	0.661 / 28.65	x \$17,911 =	\$413	+ \$124 =	\$538
034-390-010-000	0.0481	x 10 =	0.481	0.481 / 28.65	x \$17,911 =	\$301	+ \$124 =	\$425
034-390-011-000	0.0627	x 10 =	0.627	0.627 / 28.65	x \$17,911 =	\$392	+ \$124 =	\$516
034-390-012-000	0.0509	x 10 =	0.509	0.509 / 28.65	x \$17,911 =	\$319	+ \$124 =	\$443
034-390-013-000	0.0415	x 10 =	0.415	0.415 / 28.65	x \$17,911 =	\$259	+ \$124 =	\$384
034-390-014-000	0.0337	x 10 =	0.337	0.337 / 28.65	x \$17,911 =	\$211	+ \$124 =	\$335
034-390-015-000	0.0591	x 10 =	0.591	0.591 / 28.65	x \$17,911 =	\$369	+ \$124 =	\$494
034-390-016-000	0.0473	x 10 =	0.473	0.473 / 28.65	x \$17,911 =	\$296	+ \$124 =	\$421
034-390-017-000	0.0379	x 10 =	0.379	0.379 / 28.65	x \$17,911 =	\$237	+ \$124 =	\$361
034-390-018-000	0.0277	x 10 =	0.277	0.277 / 28.65	x \$17,911 =	\$173	+ \$124 =	\$297
034-390-019-000	0.0280	x 10 =	0.280	0.280 / 28.65	x \$17,911 =	\$175	+ \$124 =	\$300
034-390-020-000	0.0377	x 10 =	0.377	0.377 / 28.65	x \$17,911 =	\$236	+ \$124 =	\$360
034-390-021-000	0.0472	x 10 =	0.472	0.472 / 28.65	x \$17,911 =	\$295	+ \$124 =	\$419
034-390-022-000	0.0422	x 10 =	0.422	0.422 / 28.65	x \$17,911 =	\$264	+ \$124 =	\$389
034-390-023-000	0.0386	x 10 =	0.386	0.386 / 28.65	x \$17,911 =	\$242	+ \$124 =	\$366
034-390-024-000	0.0619	x 10 =	0.619	0.619 / 28.65	x \$17,911 =	\$387	+ \$124 =	\$511
Parcels: 48	Total road use: 28.65 trip-miles				CSA Total			\$23,881

*Distance factor (miles) is determined using the distance between County road and farthest point of parcel.

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