

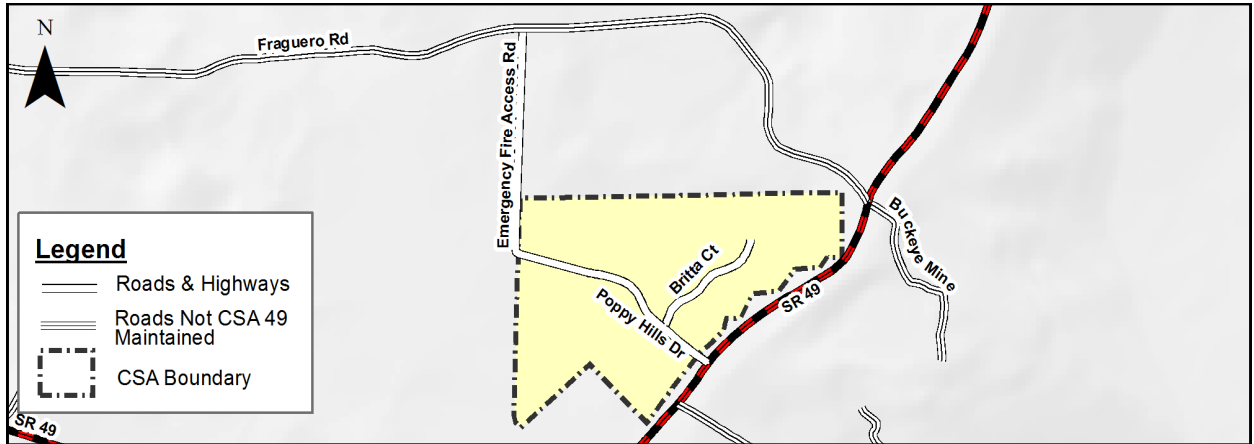


# Department of Public Works

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## COUNTY SERVICE AREA 49, POPPY HILLS 2021-22 ANNUAL REPORT



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Enclosed is the 2021 Annual Report for County Service Area 49, Poppy Hills (CSA 49). The report contains information concerning the planned road maintenance, budget, and funding requirements for the fiscal year 2021-22.

To identify your assessment charge locate the parcel number on *Exhibit A, 2021-22 Benefit Apportionment Schedule*. 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 49 was established in 1994 by the Tuolumne County Board of Supervisors to provide road maintenance within its boundaries. In 2009, CSA 49 property owners voted to approve the assessment with an annual increase equivalent to the construction cost index inflation factor. For fiscal year 2021-22 the inflation factor is 2.1%.

All roads within the CSA are proposed to receive a microsurfacing overlay to extend pavement life. Due to the distressed pavement on the turnaround at Britta Court a chip seal treatment will be considered in addition to the microsurfacing treatment.

The purpose of this annual report is to provide information about the administration of CSA 49. If you have any questions regarding your County Service Area please contact the Public Works Department.

### Services

Road and drainage  
maintenance

### 0.72 Lane Miles

Poppy Hills Drive, Britta Ct  
Additional 0.43 miles of gravel road  
(Emergency Access Road) is main-  
tained by CSA 49

### Anticipated Maintenance

Pavement surface  
treatment

### County Service Area No. 49, Poppy Hills Subdivision Annual Report

#### I. Background

County Service Area No. 49, Poppy Hills Subdivision (CSA 49) is located in Supervisorial District No. 5 near the Tuttletown area. The service area was established on April 5, 1994 by Board Resolution No. 49-94 to maintain roads within its boundaries. A perpetual assessment program was approved by vote of property owners in 2009 (Board Resolution 41-09).

#### II. Administration

The Tuolumne County Board of Supervisors serves as the Conducting Authority and Board of Directors road maintenance activities within the service area. The 2005 CSA 49 Long-Term Maintenance Plan provides guidelines for administration of the CSA maintenance program. Update to the Long-Term Maintenance Plan is budgeted in 21-22. This funding will remain in CSA account if update is not completed in this fiscal year.

#### III. Road Inventory

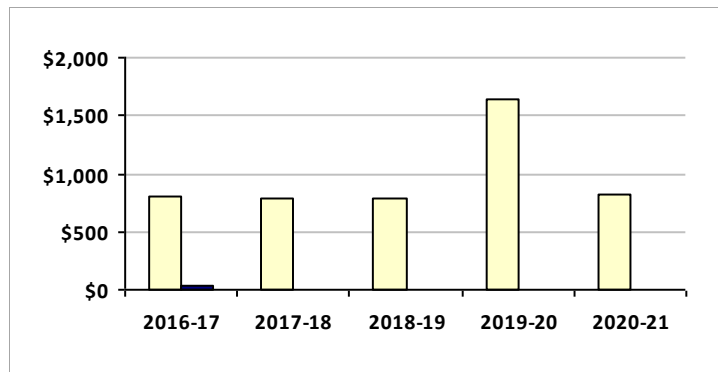
Road Name	Length (ft)	Width (ft)	Length (mi)	Surface	Condition
Emergency Road	2,280	12	0.43	Gravel	Not Rated
Britta Court	823	20	0.16	Paved	Fair
Poppy Hills Drive	1,054	20	0.2	Paved	Fair
<b>TOTAL CSA Road Length (miles):</b>			<b>0.787</b>		

#### IV. Maintenance Record

Fiscal Yr	Operational Routine Maintenance	Preventative Road Maintenance
2016-17	\$ 800.00 Admin.	
2017-18	\$ 775.00 Admin.	
2018-19	\$ 780.00 Admin.	
2019-20	\$ 1,650.00 Admin.	
2020-21	\$ 820.00 Admin.	

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 year's budget.
- 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 49 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.

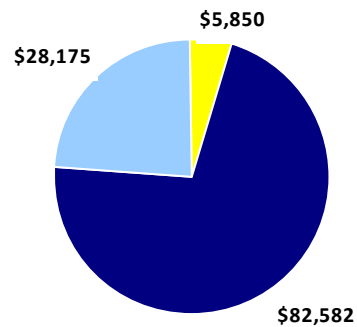
### VII. Field Review

Department of Public Works staff conducted a field review of CSA 49 on June 3, 2021. CSA roads are proposed to be included in upcoming surface treatment project.

### VIII. Proposed Work Program, FY 2021-22

	Estimated Expenditures
Road Maintenance: Chip seal (Britta Ct bulb), Microsurfacing (all roads)	\$24,500
Maintenance Contingency	\$3,675
<b>Work Funds Total:</b>	<b>\$28,175</b>

**Proposed Budget**

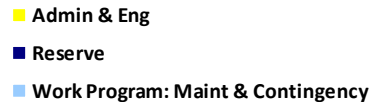


### IX. Administration and Engineering

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

	Estimated Expenditures
Administration & Engineering Costs	
Engineering & Administration*	\$5,021
Long-Term Maint Plan Update	\$829
<b>Admin &amp; Eng TOTAL</b>	<b>\$5,850</b>

\*Engineering and Administration is estimated as follows:  
 \$400 per CSA or PRD plus \$23 per parcel for annual report admin.  
 15% of projected expenditures for contract administration  
 \$50 for mailing and printing costs



### X. Proposed Budget FY 2021-22

(Fiscal year begins July 1)

	Estimated Expenditures	Total
Beginning Fund Balance (estimated)		\$103,900
Revenues (estimated)		
Assessment		\$10,907
Interest		\$1,800
Available Funds (estimated)		\$116,607
Expenses (estimated)		
Work Program & Contingency Fees	\$28,175	
Administration & Engineering	\$5,850	
		-\$34,025
<b>Reserve</b>		<b>\$82,582</b>

### County Service Area No. 49, Poppy Hills 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. 49, Poppy Hills (CSA 49) 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 CA Supreme Court rulings.

#### Annual Revenue

The annual revenue required to fund road maintenance in CSA No. 49 is based on the Long-term Maintenance plan as developed for this service area by a Professional Engineer.

Annual Revenue Requirement	=	\$10,907
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) Community	Common benefit
2) Zone	Road type and location
3) Road Usage	Distance and traffic

#### Community Component

The community component reflects the common benefits shared by the service area community as a whole. Not all CSAs are able to utilize a community component. However, CSA No. 49 qualifies due to the fire access road. All parcels in the CSA can utilize this alternate route in the event of an emergency.

$$\text{Community Component} = 50\% \times \$10,907.00 = \$5,453.50$$

The community component is apportioned uniformly and results in a uniform base charge as shown below:

$$\text{Community Component Per Parcel} = \frac{\text{Uniform Base Charge } \$5,453.50}{\text{Number of Parcels } 15} = \$364$$

#### Zone Component

The Zone component is determined as follows:

Annual Revenue Requirement	\$10,907
- Community Component	-\$5,454
<b>Zone Component</b>	<b>\$5,454</b>

One road system currently exists in this service area. The zone component is the same for all parcels within the service area. The maintenance cost for the zone can be estimated according to the total length of the road 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	8796 L.F.	100%	\$5,454
<b>Total</b>	<b>8796 L.F.</b>	<b>100%</b>	<b>\$5,454</b>

#### 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.

#### Apportionment Schedule

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

**County Service Area No. 49, Poppy Hills  
2021-22 Benefit Apportionment Schedule**

To identify your parcel's assessment charge locate the parcel 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
039-430-003-000	0.114	x 10	= 1.14	1.14 / 24.62	x \$5,454	= \$252	+ \$364	= \$615
039-430-004-000	0.170	x 10	= 1.70	1.70 / 24.62	x \$5,454	= \$378	+ \$364	= \$741
039-430-005-000	0.180	x 10	= 1.80	1.80 / 24.62	x \$5,454	= \$399	+ \$364	= \$762
039-430-006-000	0.180	x 10	= 1.80	1.80 / 24.62	x \$5,454	= \$399	+ \$364	= \$762
039-430-007-000	0.180	x 10	= 1.80	1.80 / 24.62	x \$5,454	= \$399	+ \$364	= \$762
039-430-008-000	0.180	x 10	= 1.80	1.80 / 24.62	x \$5,454	= \$399	+ \$364	= \$762
039-430-009-000	0.161	x 10	= 1.61	1.61 / 24.62	x \$5,454	= \$357	+ \$364	= \$720
039-430-010-000	0.142	x 10	= 1.42	1.42 / 24.62	x \$5,454	= \$315	+ \$364	= \$678
039-430-011-000	0.199	x 10	= 1.99	1.99 / 24.62	x \$5,454	= \$440	+ \$364	= \$804
039-430-012-000	0.208	x 10	= 2.08	2.08 / 24.62	x \$5,454	= \$461	+ \$364	= \$825
039-430-013-000	0.208	x 10	= 2.08	2.08 / 24.62	x \$5,454	= \$461	+ \$364	= \$825
039-430-014-000	0.208	x 10	= 2.08	2.08 / 24.62	x \$5,454	= \$461	+ \$364	= \$825
039-430-022-000	0.095	x 10	= 0.95	0.95 / 24.62	x \$5,454	= \$210	+ \$364	= \$573
039-430-018-000	0.133	x 10	= 1.33	1.33 / 24.62	x \$5,454	= \$294	+ \$364	= \$657
039-430-020-000	0.104	x 10	= 1.04	1.04 / 24.62	x \$5,454	= \$231	+ \$364	= \$595
Parcels : 15	Total Road Use:		24.62	trip-miles		CSA Total		\$10,906

\*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 parcel use.

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