

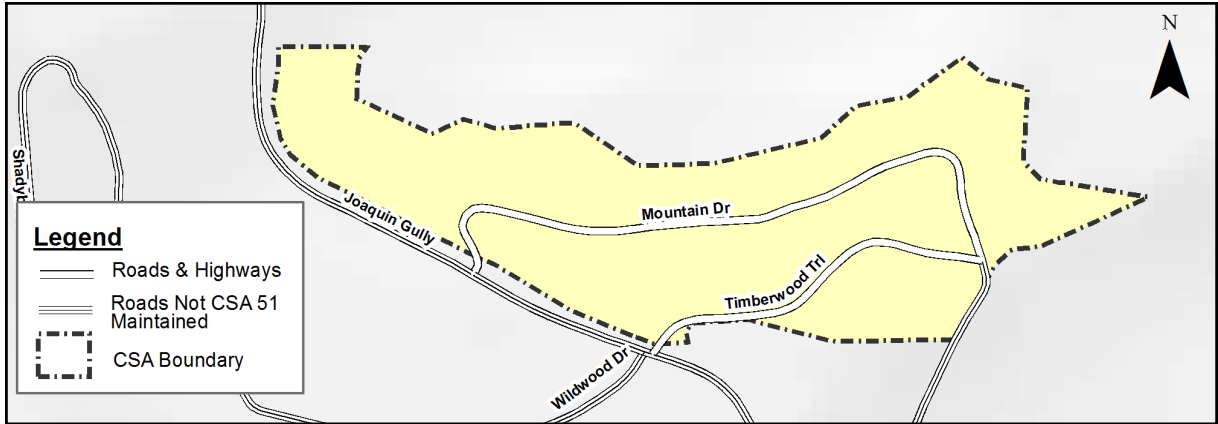


Department of Public Works

Kim MacFarlane, P.E.
Director

48 W. Yancy Avenue, Sonora
Mailing: 2 S. Green Street
Sonora, CA 95370
209.533.5601
www.tuolumnecounty.ca.gov

COUNTY SERVICE AREA 51, TWAIN HARTE HEIGHTS 2023-24 ANNUAL REPORT



ADMINISTRATION

Assistant to the
Department Head
Emma Hawks
209.694.2718

AIRPORTS

Airport Manager
Drew Njirich
209.533.5685

BUSINESS

Business Manager
Janelle Kostlivi
209.533.5972

ENGINEERING

Supervising Engineer
Blossom Scott-Heim, P.E.
209.533.5904

FLEET SERVICES

Fleet Services Manager
Mike Young
209.536.1622

GEOGRAPHIC INFORMATION SYSTEMS

GIS Coordinator
Madeline Amlin
209.533.6592

ROAD OPERATIONS

Superintendent of
Roads and Fleet
Mike Cognetti
209.533.5609

SOLID WASTE

209.533.5588

SURVEYING

County Surveyor
Warren Smith, L.S.
209.533.5626

Enclosed is the 2023 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 2023-24.

To identify your assessment charge locate the parcel number on *Exhibit A, 2023-24 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 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 2023-24 the inflation factor is 4.9%.

In the upcoming fiscal year minor maintenance to one-way road signage and markings currently planned. Snow removal will continue to be provided through a contract administered by Tuolumne County. Snow poles will be added to alert snow plow operators to obstructions.

Repairs to damaged portions of the asphalt drainage dike are proposed at the start of Mountain Drive.

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 the Public Works Department.

Services

Snow removal, road and drainage maintenance, vegetation removal

0.38 Lane Miles

Mountain Drive,
Timberwood Trail

Anticipated Maintenance

Signage and snow plow related roadway 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 Department of Public Works to administer road maintenance activities within the service area. The 2008 CSA 51 Long-Term Maintenance Plan provides guidelines for administration of the CSA maintenance program. Update to the Long-Term Maintenance Plan is budgeted in 22-23. This funding will remain in CSA account if update is not completed in this fiscal year.

III. Road Inventory

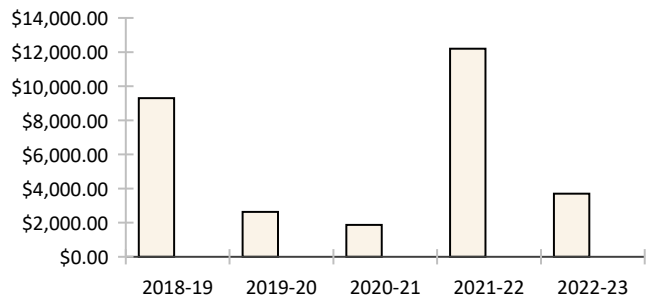
Road Name	Length (ft)	Width (ft)	Length (mi)	Surface	Condition
Mountain Drive	1,210	16	0.23	Paved	Poor
Timberwood Trail	780	16	0.15	Paved	Fair
TOTAL CSA Road Length (miles):			0.377		

IV. Maintenance Record

Fiscal Yr	Operational Routine Maintenance	Preventative Road Maintenance
2018-19	\$ 9,300.00 Snowplow, Admin.	
2019-20	\$ 2,630.00 Snowplow, Admin.	
2020-21	\$ 1,870.00 Snowplow, Admin.	
2021-22	\$ 12,200.00 Vegetation removal, Snowplow, Admin.	
2022-23	\$ 3,700.00 Snowplow, 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 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.

VI. 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

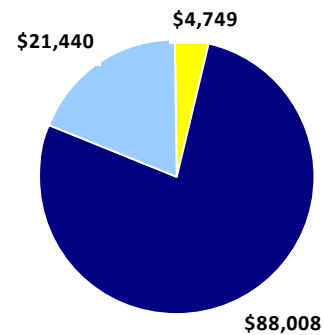
Department of Public Works staff conducted a field review of CSA 51 in April 2023. Street signage and markings indicating the one way roads is proposed in 2023. Additionally, snow pole installation is planned to warn plow operators of fixed objects.

VIII. Proposed Work Program, FY 2023-24

	Estimated Expenditures
Snow Removal	\$3,000
Snow Removal Contingency*	\$12,000
Road Maintenance: No significant maintenance	\$0
Routine Maintenance	\$5,600
Maintenance Contingency	\$840
Work Funds Total:	\$21,440

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

Proposed Budget

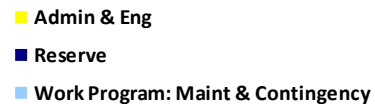


IX. Administration and Engineering

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

	Estimated Expenditures
Administration & Engineering Costs	
Engineering & Administration*	\$4,011
Long-Term Maint Plan Update	\$738
Admin & Eng TOTAL	\$4,749

*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 2023-24

(Fiscal year begins July 1)

	Estimated Expenditures	Total
Beginning Fund Balance (estimated)		\$97,200
Revenues (estimated)		
Assessment		\$15,997
Interest		\$1,000
Available Funds (estimated)		\$114,197
Expenses (estimated)		
Work Program & Contingency Fees	\$21,440	
Administration & Engineering	\$4,749	
		-\$26,189
Reserve		\$88,008

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, Twain Harte Heights (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	=	\$15,997
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%	\$15,997
Total	1,990 L.F.	100%	\$15,997

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
2023-24 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		Road			Parcel		Zone	Parcel
Parcel Number	Distance Factor*	Traffic Factor**	Use Factor	Parcel Allocation		Cost	Apportionment	
040-310-001-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-002-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-003-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-004-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-006-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-007-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-008-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-009-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-010-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-011-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-012-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-013-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-014-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-015-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
040-310-016-000	0.160	x 10 =	1.60	1.60 /	24.00 x	\$15,997 =	\$1,066	
Parcels: 15	Total road use: 24.00 trip-miles			Zone Totals		\$15,990		

*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.