



Department of Public Works

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COUNTY SERVICE AREA 62, SIERRA MEADOWS 2021-22 ANNUAL REPORT



Enclosed is the 2021 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 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 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 2021-22 the inflation factor is 2.1%.

All roads in the CSA are proposed to receive pavement surface treatment in the upcoming fiscal year.

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 the Public Works Department.

Services

Road and drainage maintenance,
streetlight operations

0.73 Lane Miles

Sierra Meadows Dr,
Stanislaus Ct, Stanislaus Dr

Anticipated Maintenance

Pavement surface treatment

AIRPORTS
Airports Manager
Benedict Stuth
209.533.5685

BUSINESS
Senior Accountant
Janelle Kostlivy
209.533.5972

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

FLEET SERVICES
Fleet Services Manager
Mike Young
209.536.1622

ROAD OPERATIONS
Road Superintendent
Mike Cagnetti
209.533.5609

SOLID WASTE
Solid Waste Director
Jim McHargue, REHS
209.533.5588

SURVEYING / GIS
County Surveyor
Warren Smith, L.S.
209.533.5626

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 Department of Public Works to administer road maintenance activities within the service area. The 2007 CSA 62 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

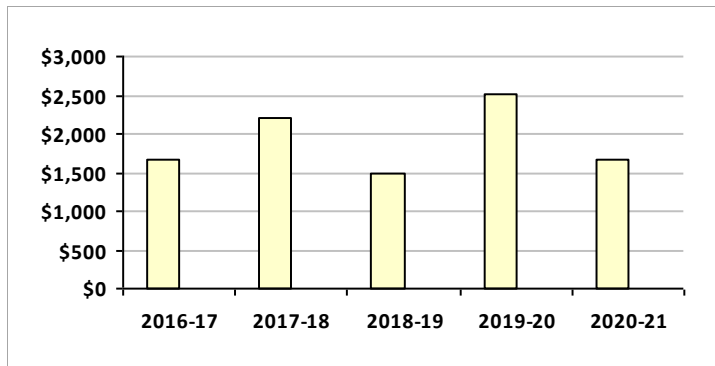
Road Name	Length (ft)	Width (ft)	Length (mi)	Surface	Condition
Clavey Court	230	20	0.04	Paved	Good
Sierra Meadows Dr.	1,069	22	0.20	Paved	Good
Stanislaus Court	231	20	0.04	Paved	Good
Stanislaus Drive	347	20	0.07	Paved	Good
TOTAL CSA Road Length (miles):			0.355		

IV. Maintenance Record

Fiscal Yr	Operational Routine Maintenance	Preventative Road Maintenance
2016-17	\$ 1,700.00 Admin.	
2017-18	\$ 2,200.00 Streetlight operations, Admin.	
2018-19	\$ 1,500.00 Admin.	
2019-20	\$ 2,500.00 Admin.	
2020-21	\$ 1,700.00 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 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.

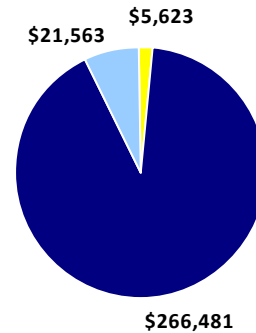
VII. Field Review

Department of Public Works staff conducted a field review of CSA 62 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: Microsurfacing (all roads)	\$18,750
Maintenance Contingency	\$2,813
Work Funds Total:	\$21,563

Proposed Budget

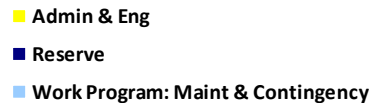


IX. Administration and Engineering

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

	Estimated Expenditures
Administration & Engineering Costs	
Engineering & Administration*	\$4,788
Long-Term Maint Plan Update	\$835
Admin & Eng TOTAL	\$5,623

*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)		\$263,300
Revenues (estimated)		
Assessment		\$25,767
Interest		\$4,600
Available Funds (estimated)		\$293,667
Expenses (estimated)		
Work Program & Contingency Fees	\$21,563	
Administration & Engineering	\$5,623	
		-\$27,186
Reserve		\$266,481

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, Sierra Meadows (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	=	\$25,767
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	\$25,767	=	\$6,442
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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{\$6,442}{48} = \134
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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		\$25,767
- Community Component		\$6,442
Zone Component		\$19,325

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%	\$19,325
Total	1,976 L.F.	100%	\$19,325

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
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
034-380-001-000	0.0080	x 10 =	0.080	0.080 / 28.65	x \$19,325 =	\$54	+ \$134 =	\$188
034-380-002-000	0.0169	x 10 =	0.169	0.169 / 28.65	x \$19,325 =	\$114	+ \$134 =	\$248
034-380-003-000	0.0258	x 10 =	0.258	0.258 / 28.65	x \$19,325 =	\$174	+ \$134 =	\$308
034-380-004-000	0.0354	x 10 =	0.354	0.354 / 28.65	x \$19,325 =	\$239	+ \$134 =	\$373
034-380-005-000	0.0449	x 10 =	0.449	0.449 / 28.65	x \$19,325 =	\$303	+ \$134 =	\$437
034-380-006-000	0.0547	x 10 =	0.547	0.547 / 28.65	x \$19,325 =	\$369	+ \$134 =	\$503
034-380-007-000	0.0583	x 10 =	0.583	0.583 / 28.65	x \$19,325 =	\$394	+ \$134 =	\$528
034-380-008-000	0.0695	x 10 =	0.695	0.695 / 28.65	x \$19,325 =	\$469	+ \$134 =	\$603
034-380-009-000	0.0784	x 10 =	0.784	0.784 / 28.65	x \$19,325 =	\$529	+ \$134 =	\$663
034-380-010-000	0.0822	x 10 =	0.822	0.822 / 28.65	x \$19,325 =	\$555	+ \$134 =	\$689
034-380-011-000	0.0892	x 10 =	0.892	0.892 / 28.65	x \$19,325 =	\$602	+ \$134 =	\$736
034-380-012-000	0.0996	x 10 =	0.996	0.996 / 28.65	x \$19,325 =	\$672	+ \$134 =	\$806
034-380-013-000	0.0968	x 10 =	0.968	0.968 / 28.65	x \$19,325 =	\$653	+ \$134 =	\$787
034-380-014-000	0.0862	x 10 =	0.862	0.862 / 28.65	x \$19,325 =	\$581	+ \$134 =	\$715
034-380-015-000	0.0475	x 10 =	0.475	0.475 / 28.65	x \$19,325 =	\$321	+ \$134 =	\$455
034-380-016-000	0.0381	x 10 =	0.381	0.381 / 28.65	x \$19,325 =	\$257	+ \$134 =	\$391
034-380-017-000	0.0286	x 10 =	0.286	0.286 / 28.65	x \$19,325 =	\$193	+ \$134 =	\$327
034-380-018-000	0.0117	x 10 =	0.117	0.117 / 28.65	x \$19,325 =	\$79	+ \$134 =	\$213
034-380-019-000	0.0517	x 10 =	0.517	0.517 / 28.65	x \$19,325 =	\$349	+ \$134 =	\$483
034-380-020-000	0.0515	x 10 =	0.515	0.515 / 28.65	x \$19,325 =	\$348	+ \$134 =	\$482
034-380-021-000	0.0725	x 10 =	0.725	0.725 / 28.65	x \$19,325 =	\$489	+ \$134 =	\$623
034-380-022-000	0.0835	x 10 =	0.835	0.835 / 28.65	x \$19,325 =	\$563	+ \$134 =	\$697
034-380-023-000	0.0788	x 10 =	0.788	0.788 / 28.65	x \$19,325 =	\$532	+ \$134 =	\$666
034-380-024-000	0.0449	x 48 =	2.155	2.155 / 28.65	x \$19,325 =	\$1,454	+ \$134 =	\$1,588
034-390-001-000	0.0756	x 10 =	0.756	0.756 / 28.65	x \$19,325 =	\$510	+ \$134 =	\$644
034-390-002-000	0.0661	x 10 =	0.661	0.661 / 28.65	x \$19,325 =	\$446	+ \$134 =	\$580
034-390-003-000	0.0536	x 10 =	0.536	0.536 / 28.65	x \$19,325 =	\$362	+ \$134 =	\$496
034-390-004-000	0.0731	x 10 =	0.731	0.731 / 28.65	x \$19,325 =	\$493	+ \$134 =	\$627
034-390-005-000	0.0835	x 10 =	0.835	0.835 / 28.65	x \$19,325 =	\$563	+ \$134 =	\$697
034-390-006-000	0.0945	x 10 =	0.945	0.945 / 28.65	x \$19,325 =	\$638	+ \$134 =	\$772
034-390-007-000	0.0860	x 10 =	0.860	0.860 / 28.65	x \$19,325 =	\$580	+ \$134 =	\$714
034-390-008-000	0.0761	x 10 =	0.761	0.761 / 28.65	x \$19,325 =	\$514	+ \$134 =	\$648
034-390-009-000	0.0661	x 10 =	0.661	0.661 / 28.65	x \$19,325 =	\$446	+ \$134 =	\$580
034-390-010-000	0.0481	x 10 =	0.481	0.481 / 28.65	x \$19,325 =	\$325	+ \$134 =	\$459
034-390-011-000	0.0627	x 10 =	0.627	0.627 / 28.65	x \$19,325 =	\$423	+ \$134 =	\$557
034-390-012-000	0.0509	x 10 =	0.509	0.509 / 28.65	x \$19,325 =	\$344	+ \$134 =	\$478
034-390-013-000	0.0415	x 10 =	0.415	0.415 / 28.65	x \$19,325 =	\$280	+ \$134 =	\$414
034-390-014-000	0.0337	x 10 =	0.337	0.337 / 28.65	x \$19,325 =	\$227	+ \$134 =	\$361
034-390-015-000	0.0591	x 10 =	0.591	0.591 / 28.65	x \$19,325 =	\$399	+ \$134 =	\$533
034-390-016-000	0.0473	x 10 =	0.473	0.473 / 28.65	x \$19,325 =	\$319	+ \$134 =	\$453
034-390-017-000	0.0379	x 10 =	0.379	0.379 / 28.65	x \$19,325 =	\$256	+ \$134 =	\$390
034-390-018-000	0.0277	x 10 =	0.277	0.277 / 28.65	x \$19,325 =	\$187	+ \$134 =	\$321
034-390-019-000	0.0280	x 10 =	0.280	0.280 / 28.65	x \$19,325 =	\$189	+ \$134 =	\$323
034-390-020-000	0.0377	x 10 =	0.377	0.377 / 28.65	x \$19,325 =	\$254	+ \$134 =	\$388
034-390-021-000	0.0472	x 10 =	0.472	0.472 / 28.65	x \$19,325 =	\$318	+ \$134 =	\$452
034-390-022-000	0.0422	x 10 =	0.422	0.422 / 28.65	x \$19,325 =	\$285	+ \$134 =	\$419
034-390-023-000	0.0386	x 10 =	0.386	0.386 / 28.65	x \$19,325 =	\$261	+ \$134 =	\$395
034-390-024-000	0.0619	x 10 =	0.619	0.619 / 28.65	x \$19,325 =	\$418	+ \$134 =	\$552
Parcels: 48	Total road use: 28.65 trip-miles				CSA Total			\$25,762

*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.