



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 64, EAGLE RIDGE 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 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

GEOGRAPHIC INFORMATION SYSTEMS

GIS Coordinator
Madeline Amlin
209.533.6592

ROAD OPERATIONS

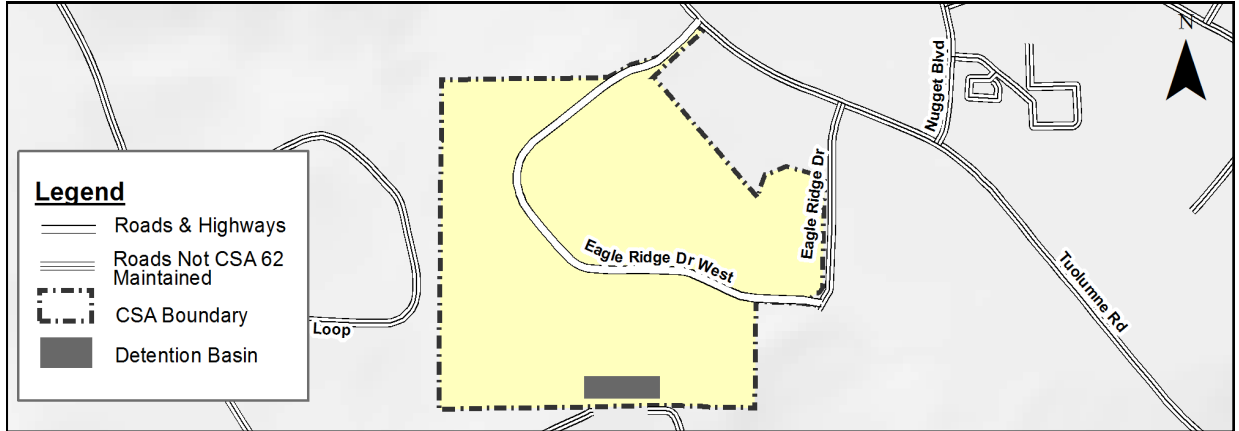
Superintendent of
Roads and Fleet
Mike Cagnetti
209.533.5609

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 64, Eagle Ridge (CSA 64). The report contains information regarding 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 64 was established in 2007 by the Local Agency Formation Commission to maintain roads within its boundaries. In 2009, CSA 64 property owners voted to approve the assessment with an annual increase equivalent to the construction costs index inflation factor. For fiscal year 2023-24 the inflation factor is 4.9%.

Staff is continuing to work with the Tuolumne County Community Development Department and Tuolumne County Local Agency Formation Commission to make any necessary updates to the County Service Area.

The purpose of this annual report is to provide information about the administration of CSA 64. If you have any questions regarding your County Service Area please contact the Public Works Department.

Services

Road and drainage
maintenance

0.9 Lane Miles

West Eagle Ridge Drive

Anticipated Maintenance

None

County Service Area No. 64, Eagle Ridge Annual Report

I. Background

County Service Area No. 64, Eagle Ridge (CSA 64) is located in Supervisorial District No. 4 off Tuolumne Road. The service area was established on November 27, 2006 by Local Agency Formation Commission (LAFCO) Resolution No. 212 to maintain roads within its boundaries. LAFCO Resolution 244 annexed an additional parcel into the CSA on October 27, 2008. A perpetual assessment program was approved by vote of property owners in 2009 (Board Resolution 54-09).

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.

III. Road Inventory

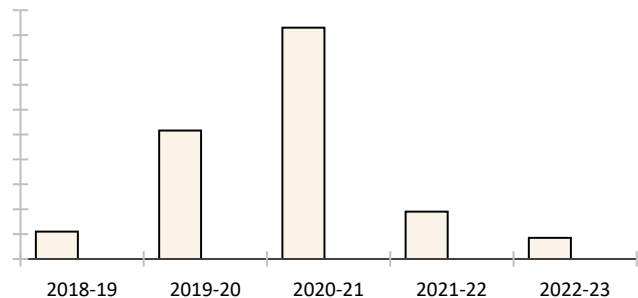
Road Name	Length (ft)	Width (ft)	Length (mi)	Surface	Condition
Eagle Ridge Drive West	2,402	25	0.45	Paved	Poor
TOTAL CSA Road Length (miles):			0.455		

IV. Maintenance Record

Fiscal Yr	Operational Routine Maintenance	Preventative Road Maintenance
2018-19	\$ 1,100.00 Admin.	
2019-20	\$ 5,160.00 Drainage maint., Snow Removal, Admin.	
2020-21	\$ 9,300.00 Snowplow, Admin./Redevelopment Admin.	
2021-22	\$ 1,900.00 Signs, Admin.	
2022-23	\$ 850.00 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. Perpetual assessments were approved by a vote of the property owners in 2009. The certificate of completion for the CSA and the annexation occurred during fiscal year 2008-09. The County has received multiple applications requesting changes to the parcel usages. The outcome of these use changes as well as any parcel adjustments may affect future special assessments.

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

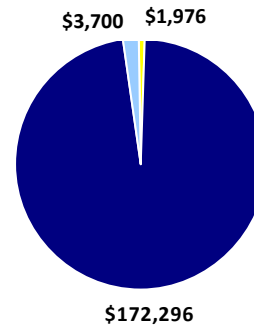
Department of Public Works staff conducted a field review of CSA 64 in March 2023. Application to add retention-detention basin into CSA services is pending with the Local Agency Formation Commission.

VIII. Proposed Work Program, FY 2023-24

	Estimated Expenditures
Snow Removal	\$100
Snow Removal Contingency*	\$3,600
Road Maintenance: No significant maintenance	\$0
Maintenance Contingency	\$0
Work Funds Total:	\$3,700

*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*	\$1,281
Admin & Eng TOTAL	\$1,976

*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

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

X. Proposed Budget FY 2023-24

(Fiscal year begins July 1)

	Estimated Expenditures	Total
Beginning Fund Balance (estimated)		\$160,300
Revenues (estimated)		
Assessment		\$16,072
Interest		\$1,600
Available Funds (estimated)		\$177,972
Expenses (estimated)		
Work Program & Contingency Fees	\$3,700	
Administration & Engineering	\$1,976	
		-\$5,676
Reserve		\$172,296

County Service Area No. 64, Eagle Ridge 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. 64, Eagle Ridge (CSA 64) based on benefit the parcel receives. The apportionment has been calculated in accordance with the Benefit Assessment Methodology approved by the Tuolumne County Board of Supervisors, LAFCO resolutions and California Court Rulings.

Annual Revenue

The annual revenue required to fund road maintenance in CSA 64 is based on the Long-term Maintenance Plan as developed for this service area by a Professional Engineer.

Annual Revenue Requirement	=	\$16,072
Number of Parcels	=	9

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. These common benefits are estimated as a fixed percentage of total benefit as shown below:

$$\text{Community Component} = 21\% \times \$16,072 = \$3,375$$

In this particular service area, the Community Component is maintenance of the south side Eagle Ridge Drive West from Eagle Ridge Drive for 220 LF and 275 LF on each side of Eagle Ridge Drive West from the intersection of Tuolumne Road. The property owners along these sections of road are not part of CSA No. 64 per LAFCO resolutions 212 & 244. Eagle Ridge Drive and Eagle Ridge Drive West provide alternative routes and utility easements that benefit all parcels of CSA 64.

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

$$\text{Community Component Per Parcel} = \frac{\text{Uniform Base Charge } \$3,375}{\text{Number of Parcels } 9} = \$375$$

Zone Component

The Zone component is determined as follows:

Annual Revenue Requirement	\$16,072
- Community Component	\$3,375
Zone Component	\$12,697

One road system currently exists in this service area. The zone component is the same for all parcels within the service area. Maintenance costs for the zone can be estimated according to the total length of CSA 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	2402 L.F.	100.00%	\$12,697
Total	2402 L.F.	100.00%	\$12,697

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 and/or the road system changes. Traffic and distance factors are shown for each parcel. As mentioned above, the point of entry for CSA 64 is Tuolumne Road.

Apportionment Schedule

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

**County Service Area No. 64, Eagle Ridge
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.

Assessor Parcel Number	Distance Factor*	Traffic Factor*	Road Use Factor	Parcel Allocation	Zone Cost	Zone Component	Community Component	Parcel Apportionment
097-340-030-000	0.403	x 90 =	36.27	36.27 / 52.96	x \$12,697 =	\$8,696	+ \$375 =	\$9,071
097-340-029-000	0.247	x 10 =	2.47	2.47 / 52.96	x \$12,697 =	\$592	+ \$375 =	\$967
097-340-021-000	0.090	x 10 =	0.90	0.90 / 52.96	x \$12,697 =	\$216	+ \$375 =	\$591
097-340-024-000	0.090	x 10 =	0.90	0.90 / 52.96	x \$12,697 =	\$216	+ \$375 =	\$591
097-340-025-000	0.090	x 10 =	0.90	0.90 / 52.96	x \$12,697 =	\$216	+ \$375 =	\$591
097-340-026-000	0.090	x 10 =	0.90	0.90 / 52.96	x \$12,697 =	\$216	+ \$375 =	\$591
097-340-027-000	0.090	x 10 =	0.90	0.90 / 52.96	x \$12,697 =	\$216	+ \$375 =	\$591
097-340-028-000	0.110	x 10 =	1.10	1.10 / 52.96	x \$12,697 =	\$264	+ \$375 =	\$639
097-330-004-000 †	0.039	x 221 =	8.62	8.62 / 52.96	x \$12,697 =	\$2,066	+ \$375 =	\$2,441
Parcels: 9	Total road use: 52.96 trip-miles			CSA Total:			\$16,073	

*Distance factor (miles) is determined using the distance between County road and farthest point of parcel. TRA 59-001

**Traffic factor (average daily trips) is based on zoning and use. Traffic factors for parcels with unknown use ("Future development") is based on the prior CSA apportionment schedule.

† Distance Factor altered show primary entry point from Eagle Ridge Drive