



CSA-17 RANCHO TIERRA GRANDE

COMMUNITY OUTREACH MEETING

09/25/25



AGENDA

- Harris & Associates Team
- Harris & Associates Background
- CSA-17 Scope of Work
- Framework of the Report
- Proposition 218 Compliance





PROJECT TEAM



Adam Marston
Project Manager, Municipal + District Finance



HARRIS EXPERTISE

DISTRICT FORMATION AND ADMINISTRATION

- Over 25 years of experience in forming and administering special districts.
- Serving as District Administrators for over 50 agencies in the last 5 years.

BREADTH OF EXPERIENCE

In 2025, Harris:

- Prepared 92 Engineer's Reports
- Conducted 7 Annexations
- Submitted tax levies for 589 Districts totaling approximately \$192 million

DEPTH OF EXPERIENCE

- Most staff have at least ten years of experience working with assessment districts with some having upwards of 25 – 30 years of experience.

REGIONAL FAMILIARITY

- Completed the Engineer's Report preparation and Proposition 218 procedures for CSA-25 in 2023.
- Successfully conducted Engineer's Report preparation and Proposition 218 procedures in Salinas and Soledad.



CSA – 17 SCOPE OF WORK

1 Existing Conditions Assessment

- Inventory and visual assessment of enabled services
- Identify deficiencies as a result of deferred maintenance or expiration of useful life

2 Annual Maintenance & CIP Program Analysis

- Develop cost estimates and project prioritization
- Develop a multi-year funding strategy to align CSA needs with available funding
- Forecast capital reserve fund requirements to ensure CSA solvency in perpetuity

3 Engineer’s Report Preparation

- Prepare a report in compliance with County Service Area Law and Proposition 218
- Define the Method of Apportionment of Benefits
- Summarizes the findings from Task 1 and 2
- Establish the maximum and required assessment rates

4 Proposition 218 Process

- Prepare and mail required notices and ballots
- Participate in community outreach meetings
- Answer property owner questions
- Attend Public hearing and tabulate ballots



FRAMEWORK OF THE REPORT: BENEFIT FACTORS

- CSA benefits divided into three factors:
 - Roadway Improvements
 - Storm Drainage Improvements
 - Storm Drainage Access
 - Storm Drainage Impervious
 - Administration Costs
- All parcels are responsible for their fair share of the applicable storm drainage infrastructure, roadway costs, and street lights that directly benefits their parcel.
- Parcels outside the boundaries of CSA-17 that benefit from CSA-17 infrastructure have been assigned their fair share of the applicable storm drainage infrastructure, roadway costs, and street lights and costs are not allocated to CSA-17 parcels.



FRAMEWORK OF THE REPORT: ROADWAY BENEFIT APPORTIONMENT

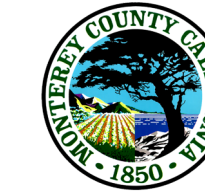
- Benefits to each property are apportioned on an Equivalent Dwelling Unit Basis (EDU). A single-family home is equivalent to 1 EDU and all other land uses are converted to EDU's based on the trip generation rates of each land use.

Land Use Category	Basic Unit X EDU Factor	Roadway EDU Rates
<i>Single Family Residential (SFR)</i>	1 Dwelling Unit X 1.00	1.00 EDU per Dwelling Unit
<i>Vacant Property (VAC)</i>	1 Acre X 0.004	0.004 EDU per Parcel
<i>Vacant Property (VAC) (With residential Unit)</i>	1 Dwelling Unit x 1.00	1.00 EDU per Dwelling Unit
<i>Utility Property (UTL)</i>	1 Acre X 0.007	0.007 EDU per Parcel
<i>Exempt Property (EXE)</i>	1 Acre X 0.00	0.00 EDU per Parcel



FRAMEWORK OF THE REPORT:

STORM DRAINAGE APPORTIONMENT



- Storm Drainage Benefit is split between access and the anticipated runoff from each parcel.
- Benefits to each property are apportioned on an Equivalent Dwelling Unit Basis (EDU). A single-family home is equivalent to 1 EDU and all other land uses are converted to EDU's based on the typical impervious surface for each land use.
- Impervious EDUs are standardized by dividing the assumed parcels impervious surfaces (Parcel Size x 25% Impervious) by the average parcel size's impervious factor (Average Parcel Size of 0.91 acres x 25% Impervious).

Land Use Category	Storm Drainage Access EDUs		Storm Drainage Impervious EDUs	
	Basic Unit X EDU Factor	Storm Drainage Access EDU Rates	Basic Unit X EDU Factor	Storm Drainage Impervious EDU Rates
<i>Single Family Residential (SFR)</i>	1 Parcel X 1.00	1.00 EDU per Parcel	Parcel Size (Capped at 1 Acre) X 0.25/(0.91 x 0.25)	0.879 EDU per Acre
<i>Vacant Property (VAC)</i>	1 Parcel X 1.00	1.00 EDU per Parcel	1 Acre X 0.00	0.00 EDU per Acre
<i>Vacant Property (VAC) (With residential Unit)</i>	1 Parcel X 1.00	1.00 EDU per Parcel	Parcel Size (Capped at 1 Acre) X 0.25/(0.91 x 0.25)	0.879 EDU per Acre
<i>Utility Property (UTL)</i>	1 Parcel X 1.00	1.00 EDU per Parcel	1 Acre X 0.085/(0.91 x 0.25)	0.374 EDU per Acre
<i>Exempt Property (EXE)</i>	1 Parcel X 0.00	1.00 EDU per Parcel	1 Acre X 0.00	0.00 EDU per Acre

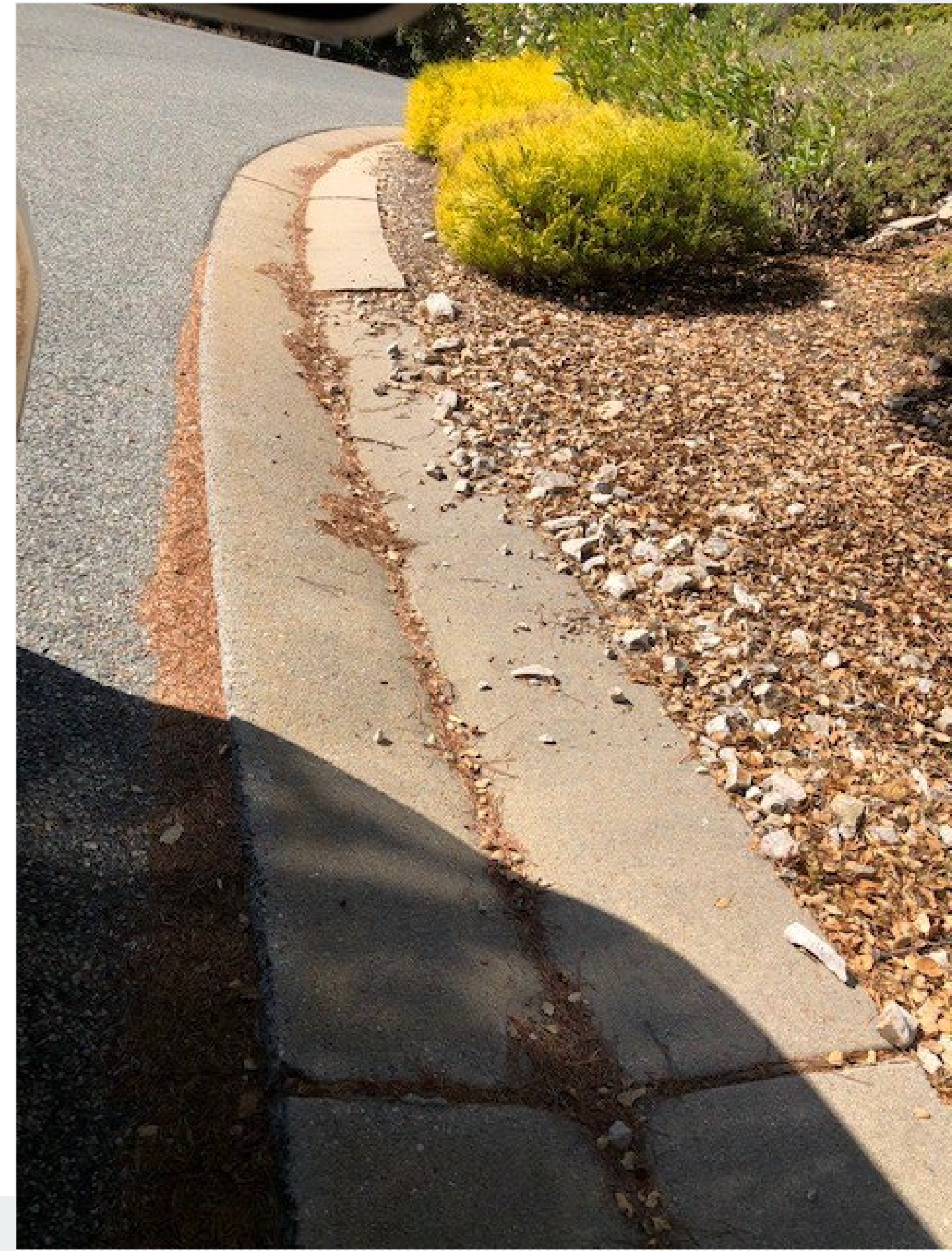




FRAMEWORK OF THE REPORT: ADMINISTRATION BENEFIT APPORTIONMENT

- Benefits to each property are apportioned on an Equivalent Dwelling Unit Basis (EDU). Each parcel within the CSA boundaries are assigned 1.00 EDU as each parcel generates the same annual administrative requirements.

Land Use Category	Basic Unit X EDU Factor	Administration EDU Rates
<i>Single Family Residential (SFR)</i>	1 Parcel X 1.00	1.00 EDU per Parcel
<i>Vacant Property (VAC)</i>	1 Parcel X 1.00	1.00 EDU per Parcel
<i>Utility Property (UTL)</i>	1 Parcel X 1.00	1.00 EDU per Parcel
<i>Exempt Property (EXE)</i>	1 Parcel X 0.00	0.00 EDU per Parcel





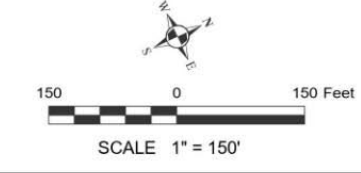
FRAMEWORK OF THE REPORT: EQUIVALENT DWELLING UNIT SUMMARY

Land Use Category	No. of Parcels	Units	Acres	Transportation EDUs	Storm Drainage Access EDUs	Storm Drainage Impervious EDUs	Administration EDUs
<i>Single Family Residential (SFR)</i>	224.00	224	N/A	224.000	224.00	193.86	224.00
<i>Vacant Property (VAC)</i>	4.00	N/A	6.41	0.016	4.00	0.00	4.00
<i>Vacant Property (VAC) (With residential Unit)</i>	1.00	1	N/A	1.000	1.00	1.10	1.00
<i>Utility Property (UTL)</i>	4.00	N/A	1.59	0.028	4	0.60	4.00
<i>Exempt Property (EXE)</i>	11.00	N/A	N/A	0.000	0.00	0.00	0.00
CSA 17 Totals:	244	225	8.01	225.044	233.00	195.56	233.00



Note: Capital Improvement Projects (CIP) are labelled with: 1

DATE	BY	Symbol	Description
3-12-2025	J.S.E		Storm Drain
4-10-2025	J.S.E		Ditch/Swale
5-8-2025	J.S.E		Fence
			Type II Catch Basin
			Concrete Spillway
			Intake Structure
			Outfall
			Manhole (SD)
			Ditch Bridge
			County Service Area #17
			Headwall (SD)



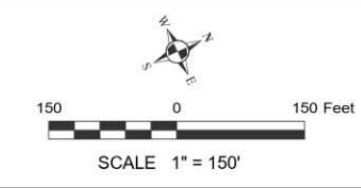
County of Monterey
 PUBLIC WORKS, FACILITIES AND PARKS
 SPECIAL DISTRICTS

NOTE: THE DATA USED IN THIS MAP IS REPRESENTATIONAL ONLY, AND IS NOT INTENDED FOR SURVEY OR PROJECT PLANNING WORK. THE COUNTY ACCEPTS NO LIABILITY FOR THE MISTAKE OF THIS MAP.



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County of Monterey
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 SPECIAL DISTRICTS

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CSA-17 ROADWAY COSTS

Item	Unit	Quantity	Cost/Unit ¹	Cycle (yrs)	Annual Cost
Street Improvements ²					
Street Treatment	See Appendix C				\$52,051.00
Guardrails	EA	3	\$3,624.71	20	\$543.71
Street Improvements Total					\$52,594.71
Other Improvements					
Tree Removal and Trimming	EA	1	\$1,208.24	1/4 yr	\$4,832.95
Culvert Cleaning	EA	1	\$815.56	1/2 yr	\$1,631.12
4' Chain Link Fence Replacement	LF	800	\$48.33	50	\$773.27
Other Improvements Total					\$7,237.34
Total Maintenance, Replacement and Repairs					\$59,832.05
Emergency Reserve ³					\$5,983.21
CSA 17 Roadway Infrastructure Cost					\$65,815.26
Less: Estimated CSA 17 AB 8 Revenue ⁴					\$0.00
CSA 17 Roadway Infrastructure Cost					\$65,815.26

CSA-17 ROADWAY COSTS PER EDU

Item	Annual Cost
<p style="text-align: right;">CSA 17 Roadway Infrastructure Cost</p>	\$65,815.26
<p>CSA 17 Roadway Infrastructure EDU's</p>	
<p>CSA 17 Parcels</p>	225.0440
<p>Parcels located outside of CSA 17</p>	<u>3.3344</u>
<p style="text-align: right;">CSA Roadway Infrastructure Total EDU's</p>	228.3784
<p style="text-align: right;">CSA 17 Roadway Infrastructure Assessment Per EDU</p>	\$288.19
<p>Benefit to Outside Parcels ⁵</p>	\$960.92
<p style="text-align: right;">CSA 17 Roadway Infrastructure Total Cost to Levy</p>	\$64,854.34

CSA-17 STORM DRAINAGE COSTS

Item	Unit	Quantity	Cost/Unit ²	Cycle (yrs)	Annual Cost
Storm Drain System ^{1,2,3}					
Storm Drainage System Inspection	EA	1	\$50,000	10	\$5,000.00
System Cleaning and Maintenance	EA	1	\$2,000	1/2 yr	\$4,000.00
<u>Capital Reserve</u>					
Catch Basin	EA	25	\$8,458	20	\$10,572.07
Concrete Spillway	EA	16	\$8,458	20	\$6,766.12
Asphalt Spillway	EA	1	\$3,625	20	\$181.24
Concrete "V" Ditches	LF	2,550	\$85	20	\$10,783.51
Concrete Ditch Bridge	CY	4.44	\$1,450	20	\$322.14
Headwall		5	\$3,625	20	\$906.18
Concrete Intake Structure	EA	1	\$4,470	20	\$223.52
Manhole		1	\$4,470	20	\$223.52
8" RCP Drain Pipe	LF	10	\$106	75	\$14.18
15" RCP Drain Pipe	LF	145	\$136	75	\$262.79
18" CP Drain Pipe	LF	280	\$163	75	\$608.95
18" CMP Drain Pipe	LF	105	\$163	75	\$228.36
18" RCP Drain Pipe	LF	180	\$239	75	\$574.15
36" RCP Drain Pipe	LF	220	\$478	75	\$1,403.49
48" RCP Drain Pipe	LF	80	\$638	75	\$680.48
38" x 57" CMP Drain Pipe	LF	170	\$605	75	\$1,371.33
Street Gutter	LF	33,920	\$10	50	<u>6,967.18</u>
Capital Reserve Subtotal					\$42,089.21
Total Maintenance, Replacement and Repairs					\$51,089.21
Emergency Reserve ⁴					\$5,108.92
CSA 17 Storm Drainage Infrastructure Cost					\$56,198.13

CSA-17 STORM DRAINAGE COSTS PER EDU

Item	Annual Cost
CSA 17 Storm Drainage Infrastructure Cost	\$56,198.13
CSA 17 Storm Drainage EDU's	
CSA 17 Parcels Access	233.00
CSA 17 Parcels Impervious	195.56
Parcels located outside of CSA 17 Access	13.00
Parcels located outside of CSA 17 Impervious	<u>12.10</u>
CSA Storm Drainage Infrastructure Total EDU's	453.66
CSA 17 Storm Drainage Infrastructure Assessment Per EDU	\$123.88
Benefit to Outside Parcels ⁵	\$3,109.33
CSA 17 Storm Drainage Infrastructure Total Cost to Levy	\$53,088.80

CSA-17 STORM ADMINISTRATION COSTS AND COST PER EDU

Item	Unit	Quantity	Cost/Unit	Cycle (yrs)	Annual Cost
CSA Administration ¹					\$40,000.00
CSA 17 Administration Cost					\$40,000.00
CSA 17 Administration EDU's					
CSA 17 Parcels					233.00
CSA Infrastructure total EDU's					233.00
CSA 17 Administrative Assessment Per EDU					\$171.67

¹ Source: County of Monterey Adopted Budget for the Fiscal Year 2023-2024 rounded to nearest thousand.

CSA-17 COST PER EDU SUMMARY

Roadway Cost per EDU	Storm Drainage Cost per EDU	Administration Cost per EDU	Total Cost per EDU
\$ 288.19	\$ 123.88	\$ 171.67	\$ 583.74



PROPOSITION 218

ADOPTION SCHEDULE



ENGINEER'S REPORT FINALIZATION

- County Staff approve the Final Engineer's Report
- County Staff hold a Community Outreach Meeting to discuss the Engineer's Report



RESOLUTION OF INTENTION

- Public Hearing Date Set with Board of Supervisors
- Harris in conjunction with County Staff completes mailing of the notices and ballots



PUBLIC HEARING MINIMUM 45 DAYS AFTER NOTICES ARE SENT

- Public Hearing is conducted and the ballots are tabulated



SUBSEQUENT TAX YEAR

- County collects the tax rate up to the maximum adopted rate required to meet CSA needs for the fiscal year



THANK YOU

**CSA-17 RANCHO
TIERRA GRANDE**

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