

**WIEDEMANN RANCH GEOLOGIC HAZARD ABATEMENT DISTRICT
PROGRAM BUDGET FOR FISCAL YEAR 2021/22**

June 8, 2021

Wiedemann Ranch GHAD Board of Directors
Chair Diane Burgis
Vice Chair Federal D. Glover
Boardmember John M. Gioia
Boardmember Candace Andersen
Boardmember Karen Mitchoff

Wiedemann Ranch Geologic Hazard Abatement District
651 Pine Street, Room 107
Martinez, CA 94553-1229

Subject: Wiedemann Ranch Geologic Hazard Abatement District
Danville, Contra Costa County, and San Ramon, California

PROGRAM BUDGET FOR FISCAL YEAR 2021/22

Dear Chair Burgis and Boardmembers:

Attached is the program budget for the Wiedemann Ranch Geologic Hazard Abatement District (GHAD) for the Fiscal Year 2021/22. The program budget as proposed is \$456,375. The budget expenses break down into the following approximate percentages of the total revenue.

- Major Repair 15 percent
- Preventive Maintenance and Operations..... 25 percent
- Special Projects 1 percent
- Administration and Accounting 6 percent
- Additional - Outside Professional Services 8 percent
- Reserve 45 percent

The budget anticipates FY 2021/22 revenue of \$824,184 with an estimated contribution of \$367,809 to the reserve fund. A summary of the expenses is shown on Table 3 followed by a brief description of each budget item on the following pages.

If you have any questions regarding the contents of this letter, please contact us.

Sincerely,

Wiedemann Ranch Geologic Hazard Abatement District
ENGEO Incorporated, GHAD Manager
ENGEO Project No. 3586.002.020

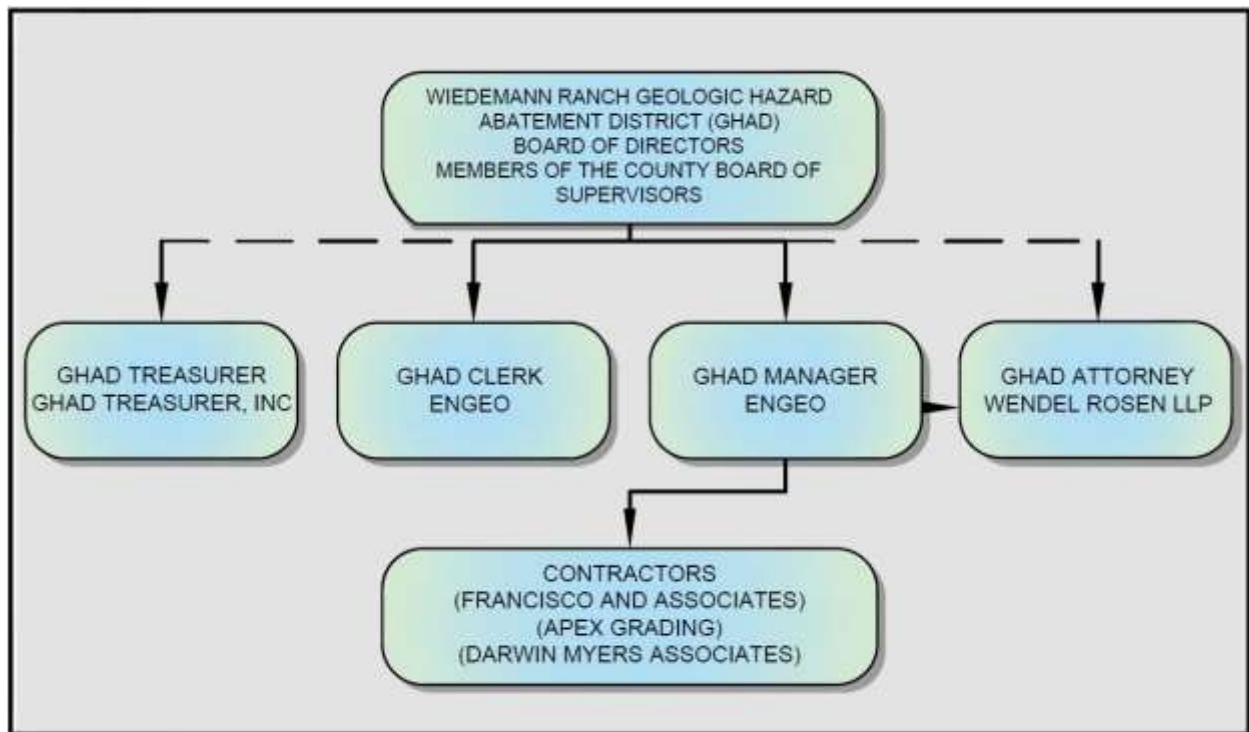

Haley Ralston
hjr/eh/mt/cjn


Eric Harrell

**Wiedemann Ranch Geologic Hazard Abatement District
Program Budget
Fiscal Year 2021/22**

The following budget summarizes the anticipated expenditures for Fiscal Year (FY) 2021/22 for the Wiedemann Ranch Geologic Hazard Abatement District, which currently includes the Henry Ranch, Norris Canyon Estates, Elworthy Ranch, and Red Hawk (Podva) developments and we have budgeted for GHAD responsibilities within these developments during FY 2021/22.

The structure of the Wiedemann Ranch GHAD is shown below.



The fiscal year for the Wiedemann Ranch GHAD begins on July 1. The budget is divided into four categories including Major Repair, Preventive Maintenance and Operations, Special Projects, and Administration and Accounting. As needed, the GHAD Manager may reallocate funds without additional Board approval.

The annual assessment limits are as follows:

TABLE 1: Actual CPI Adjustments and Assessment Limit for Single-Family Residential Properties

FISCAL YEAR	SAN FRANCISCO-OAKLAND-HAYWARD CPI (JUNE /JUNE)	ANNUAL ASSESSMENT LIMIT AND LEVY			
		NORRIS CANYON ESTATES	HENRY RANCH	ELWORTHY RANCH	REDHAWK
1999/00	-	\$550.00			
2000/01	4.22%	\$573.22	\$555.00		
2001/02	6.61%	\$611.11	\$591.69		
2002/03	1.18%	\$618.29	\$598.65		
2003/04	1.60%	\$628.18	\$608.22		
2004/05	1.41%	\$637.03	\$616.79		
2005/06	1.06%	\$643.80	\$623.34		
2006/07	3.93%	\$669.10	\$647.84		
2007/08	3.38%	\$691.71	\$669.73		
2008/09	4.19%	\$720.70	\$687.80		
2009/10	0.23%	\$722.34	\$699.38		
2010/11	1.07%	\$730.08	\$706.88		
2011/12	2.43%	\$747.80	\$724.03		
2012/13	2.64%	\$767.51	\$743.12		
2013/14	2.56%	\$787.13	\$762.12		
2014/15	3.00%	\$810.75	\$784.99	\$1,360.00	
2015/16	2.29%	\$829.32	\$802.96	\$1,391.14	
2016/17	2.67%	\$851.48	\$824.42	\$1,428.31	\$2,395.00
2017/18	3.48%	\$881.12	\$853.12	\$1,478.04	\$2,478.39
2018/19	3.91%	\$915.56	\$866.46	\$1,535.80	\$2,575.24
2019/20	3.22%	\$944.99	\$914.96	\$1,585.18	\$2,658.03
2020/21	1.62%	\$960.27	\$929.75	\$1,610.80	\$2,701.00
2021/22 ¹	4.00% ¹	\$998.68 ¹	\$966.94 ¹	\$1,675.23 ¹	\$2,809.04 ¹

¹Estimate based on Consumers Price Index through April 2021.

The GHAD is funded through real property assessments. The assessment limits are adjusted annually on June 30 to reflect the percentage change in the San Francisco-Oakland-Hayward Consumers Price Index (CPI) for All Urban Consumers for the previous 12 months. The final assessment roll prepared for the 2020/21 fiscal year and submitted to the Contra Costa County Assessor's Office identifies 576 parcels subject to the levy of the GHAD assessment. Thirteen apartment units are located within the Elworthy Ranch development on a single assessor's parcel. The levy for the apartment parcel for FY 2020/21 was \$10,470.20 (\$805.40 per apartment unit). The total levy amount for the 2020/21 FY was \$648,966.82.

Based on the San Francisco-Oakland-Hayward CPI data reported through April 2021, for budgeting purposes, we have estimated a FY 2021/22 inflation rate adjustment of 4 percent. We estimate that 576 parcels with 588 residential units will be subject to assessment in FY 2021/22.

In general, the budget amounts listed are based on the Engineers' Reports approved by the Wiedemann Ranch GHAD Board of Directors in 2001 for the Norris Canyon Estates and Henry Ranch developments, in 2014 for the Elworthy Ranch development, and in 2016 for the Red Hawk (Podva) development. The budget amounts have been inflation adjusted to provide the estimates.

MAJOR REPAIR

Included within the major repair category are those repair or improvement projects that are intermittent and, by their nature, do not fit within a scheduled maintenance program. Minor slope repair and erosion control items are generally funded within the Preventive Maintenance and Operations category. For the purposes of this budget, we define major repairs as those estimated at over \$50,000.

PREVENTIVE MAINTENANCE AND OPERATIONS

Preventive maintenance and operations include professional services, slope stabilization services, and erosion protection within the District. Professional services include site monitoring events as scheduled in the GHAD Plan of Control. Slope stabilization and erosion protection responsibilities include the open space slopes and creek channels. GHAD-maintained improvements generally include the District's slopes, concrete-lined drainage ditches, retaining walls, subsurface drainage facilities, monitoring instruments including settlement monitoring devices, storm drain facilities, and the creek channels.

SPECIAL PROJECTS

The Special Projects category allows the GHAD to budget for projects beneficial to the GHAD that are not included in one of the other three categories. Special projects can include items such as global positioning system (GPS)/geographic information system (GIS) development for GHAD maintained improvements; website development and maintenance; and reserve studies to reevaluate the financial condition of the GHAD.

ADMINISTRATION AND ACCOUNTING

Administrative expenses include the General Manager duties related to the operation and administration of the GHAD. These include clerical and accounting functions.

TABLE 2: Summary of Use of Funds

USE OF FUNDS				
	FY 2020/21 ESTIMATE*	FY 2020/21 BUDGET	FY 2021/22 PROPOSED	PERCENT CHANGE FROM FY 2020/21
Major Repairs	\$0	\$0	\$125,000	
Subtotal	\$0	\$0	\$125,000	--%
Preventive Maintenance and Operations - Professional Services				
Open Space Scheduled Monitoring Events	\$24,000	\$24,000	\$24,000	
Heavy Rainfall Monitoring Events	\$0	\$6,000	\$6,000	
Transfer of Open Space and GHAD Maintained Improvements	\$9,857	\$10,000	\$4,000	
Technical Consultants, Parcel Transfer (Outside Services)	\$0	\$4,000	\$1,000	
Subtotal	\$33,857	\$44,000	\$35,000	-20.5%
Preventive Maintenance and Operations - Maintenance and Operations				
Sediment Removal Concrete Structures	\$9,456	\$19,500	\$19,500	
Erosion Control	\$9,824	\$85,000	\$85,000	
Slope Stabilization	\$16,740	\$70,000	\$70,000	
Subtotal	\$36,020	\$174,500	\$174,500	0.0%
Special Projects				
GPS/GIS Development	\$3,500	\$5,000	\$5,000	
Web Site Maintenance/Updates	\$1,000	\$1,000	\$1,000	
Reserve Study	\$0	\$0	\$4,000	
Subtotal	\$4,500	\$6,000	\$10,000	66.7%
Administration and Accounting – GHAD Manager				
Administration and Accounting	\$42,000	\$42,000	\$42,000	
Budget Preparation	\$4,500	\$4,500	\$4,500	
Subtotal	\$46,500	\$46,500	\$46,500	0.0%
Administration and Accounting – Outside Professional Services				
Assessment Roll and Levy Update	\$2,625	\$2,625	\$2,625	
Legal Counsel	\$6,000	\$12,000	\$12,000	
Treasurer	\$17,542	\$30,000	\$35,000	
Contra Costa County Assessor's Fees	\$739	\$750	\$750	
California Association of GHADs Membership	\$250	\$250	\$250	
Insurance	\$2,446	\$14,750	\$14,750	
Subtotal	\$29,602	\$60,375	\$65,375	8.3%
Total	\$150,478	\$331,375	\$456,375	37.7%

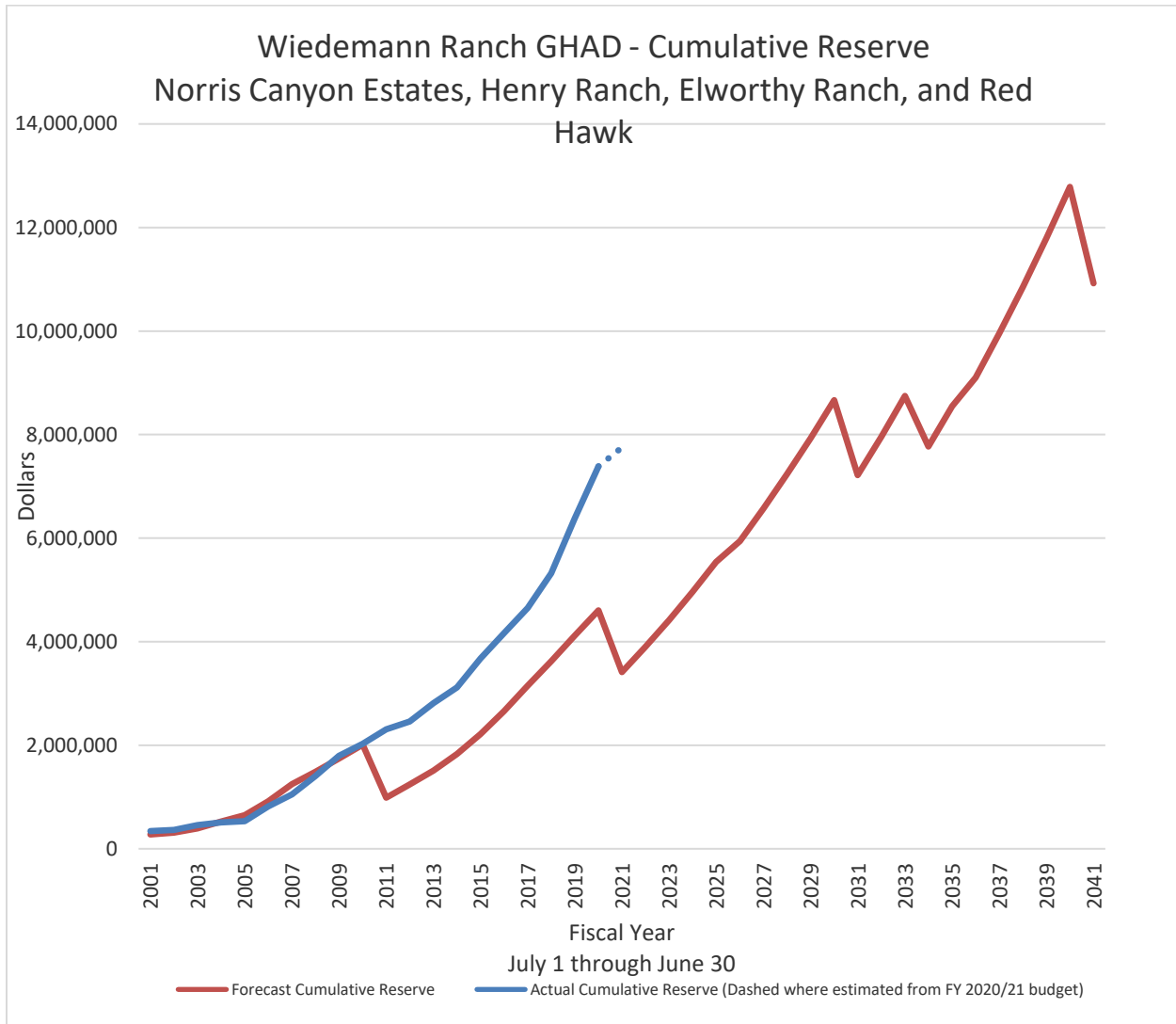
A summary of the proposed Fiscal Year 2021/22 Budget is shown in Table 3.

TABLE 3: Summary of Proposed Fiscal Year 2021/22 Budget

BUDGET ITEM	BUDGET AMOUNT	PERCENT OF TOTAL REVENUE (FY 2020/21)	PERCENT OF TOTAL REVENUE (FY 2021/22)
MAJOR REPAIRS			
TOTAL	\$125,000	0%	15%
PREVENTIVE MAINTENANCE AND OPERATIONS			
Professional Services			
Scheduled Monitoring Events	\$24,000		
Heavy Rainfall Monitoring Events	\$6,000		
Transfer Services	\$4,000		
Transfer Services - Outside	\$1,000		
Subtotal	\$35,000		
Maintenance and Operations			
Concrete-Lined Drainage Ditches and Maintenance Roads	\$19,500		
Erosion Control including Creek Channels	\$85,000		
Slope Stabilization	\$70,000		
Subtotal	\$174,500		
TOTAL	\$218,500	27%	25%
SPECIAL PROJECTS			
GPS/GIS Development	\$5,000		
Web Site Maintenance and Updates	\$1,000		
Reserve Study	\$4,000		
TOTAL	\$10,000	1%	1%
ADMINISTRATION AND ACCOUNTING			
Administration and Accounting – GHAD Manager			
Administration and Accounting	\$42,000		
Annual Report and Budget Preparation	\$4,500		
Subtotal	\$46,500	6%	6%
Administration and Accounting - Outside Professional Services - Nontechnical			
Assessment Roll and Levy Update Preparation	\$2,625		
Legal Counsel	\$12,000		
Wiedemann Ranch GHAD Treasurer	\$35,000		
Contra Costa County Assessor's Fees	\$750		
California Association of GHADs Membership	\$250		
Insurance	\$14,750		
Subtotal	\$65,375	8%	8%
TOTAL	\$456,375		

BUDGET ITEM	BUDGET AMOUNT	PERCENT OF TOTAL REVENUE (FY 2020/21)	PERCENT OF TOTAL REVENUE (FY 2021/22)
PROPOSED EXPENDITURES	TOTAL	\$331,375	42%
ESTIMATED REVENUE			55%
Beginning Balance – July 1, 2020	\$6,376,671		
ESTIMATED FY 2020/21 REVENUE			
Estimated Assessment Revenue	\$648,967		
Estimated Interest/Dividend Revenue	\$509,221		
ESTIMATED 2020/21 EXPENSES			
Estimated Expenses through 6/30/2021	(\$150,478)		
ESTIMATED RESERVE ON JUNE 30, 2021	\$7,384,381		
ESTIMATED 2021/22 REVENUE			
Estimated FY 2021/22 Assessment	\$674,930		
Estimated FY 2021/22 Interest/Dividend	\$149,254		
ESTIMATED 2021/22 EXPENSES			
Estimated Expenses through June 30, 2022	(\$456,375)		
ESTIMATED RESERVE ON JUNE 30, 2022	\$7,752,190		

As shown on the graph below, the forecast cumulative reserve is above the amount estimated in the 2001, 2014, and 2016 Engineers' Reports and is estimated to reach approximately \$10,900,000 by 2041, 40 years since the Henry Ranch development was annexed into the Wiedemann Ranch GHAD. The GHAD reserve is intended to fund unanticipated expenses that may occur.



We attribute the additional reserve accumulation to a number of factors including: (1) nine of the past eleven winters had below-average rainfall; therefore, there has been a reduced level of slope instability and erosion, (2) a large-scale repair (estimated at \$1,000,000 in 2001 dollars every 10 years) has not been necessary within the GHAD-maintained areas, and (3) the budgets submitted and expenditures by the GHAD manager reflect the lower level of activity due to weather conditions and limited geographic responsibilities, thus allowing a higher percentage of the GHAD revenues to be applied to the reserve portion of the budget, while maintaining an appropriate monitoring and maintenance program.

Special Condition 1(e) of the approved Consulting Services Agreement provides that a payment limit shall be determined each fiscal year by a resolution of the GHAD Board. For fiscal year 2021/22 (July 1, 2021 through June 30, 2022), the payment limit is set at \$142,650. The tasks included within the payment limit may include site monitoring events, transfer of monitoring and maintenance responsibilities, oversight of maintenance and repair projects, administration, accounting, assessment roll updates, and budget preparation.

TABLE 4: Payment Limit

TASK	AMOUNT
Major Repair	\$25,000 ¹
Scheduled Monitoring Events	\$24,000
Heavy Rainfall Monitoring Events	\$6,000
Transfer of Parcels	\$4,000
Concrete-Lined Drainage Ditch Maintenance	\$3,900 ¹
Erosion Control	\$12,750 ¹
Slope Stabilization	\$10,500 ¹
Special Projects (GPS, Website, and Reserve Study)	\$10,000
Administration and Accounting	\$42,000
Budget Preparation	\$4,500
TOTAL	\$142,650

¹Dependent on maintenance and/or repair activities by the GHAD during FY 2021/22. ENGEO payment limit is estimated at 20% of the total budget item.

MAJOR REPAIR

In FY 2021/22, the GHAD plans to replace a failed storm drain headwall and associated slope failure within the Norris Canyon Estates development. There is limited access to the repair location downslope of Hawkshead Circle. ENGEO will conduct designs and provide testing and observation services during the repair activities of the cast-in-place concrete headwall and slope rebuild.

Estimated budget \$125,000

PREVENTIVE MAINTENANCE AND OPERATIONS

Professional Services

Scheduled Monitoring Events

As provided in the Plan of Control, we have two scheduled monitoring events within the GHAD during each calendar year.

Estimated budget \$24,000

Heavy Rainfall Events

We have budgeted for two heavy rainfall-monitoring events during the 2021/22 winter season.

Estimated budget \$6,000

Transfer Services within the Wiedemann Ranch GHAD

We have budgeted for incidental transfer activities that may occur during FY 2021/22.

Estimated budget \$4,000

Transfer of Parcels within the Wiedemann Ranch GHAD (Outside Professional Services)

As part of the transfer process, the GHAD has contracted with Darwin Myers of Darwin Myers Associates to provide for third-party review of the GHAD-maintained improvements prior to transfer. We have budgeted for incidental transfer activities that may occur during FY 2021/22.

Estimated budget \$1,000

Maintenance and Operations

Concrete-Lined Drainage Ditches, Debris Catchment Structures, and Maintenance Roads

This budget item is to provide for the removal of vegetation and cleaning of concrete-lined drainage ditches and debris catchment structures within the GHAD-accepted portions of the Wiedemann Ranch GHAD. Currently, this includes approximately 32,000 lineal feet of ditch cleaning. In addition, this item provides for removal of vegetation from maintenance roads.

Estimated budget \$19,500

Erosion Control

Anticipated tasks under this budget item include the repair of slope or creek erosion and removal of debris from creek channel culverts. Cleaning and vegetation management of the detention basin is included within this budget item.

Estimated budget \$85,000

Slope Stabilization

This is for minor repairs, including slope instability or erosion, which may occur during the 2021/22 fiscal year. Purchase of emergency stabilization supplies is included within this budget item. In addition, general maintenance of GHAD-owned parcels (vegetation management, litter removal, and graffiti removal) is also included in this budget item.

Estimated budget \$70,000

SPECIAL PROJECTS

Global Positioning System (GPS)/Geographic Information System (GIS) Development

To provide for a more efficient system to capture, store, update, manipulate, analyze, and display information pertaining to GHAD features (including, but not limited to, subdrains, landslides, drainage facilities, cuts, fills, or slopes), the GHAD has provided a budget item to continue development and use of a GIS database. The database facilitates the tracking of location, maintenance, and repair activities and automates the communication of this information to affected parties. We anticipate GIS database development for FY 2021/22 would include continued transition of available and pertinent information to an electronic format suitable for GIS deployment, and as necessary, field-verification with GPS surveys.

Estimated budget \$5,000

Web Site Maintenance and Updates

To allow for greater access to information about the Wiedemann Ranch GHAD, the GHAD has provided a budget item to update and maintain the existing website launched during the 2013/14 fiscal year.

Estimated budget \$1,000

Reserve Study

During fiscal year 2021/22, a reserve study will be completed based on the levels of expenditure expected to address future maintenance responsibilities, and accumulation the appropriate long-term reserves to address larger geologic events. Absent of extraordinary expenditures during FY 2021/22, the GHAD may achieve its targeted reserve set in the approved Engineer's Reports,

which may result in an assessment levy below the assessment limit. The reserve study would be prepared to help the GHAD evaluate its income requirements prior to setting the recommended assessment for FY 2022/23.

Estimated budget \$4,000

ADMINISTRATION AND ACCOUNTING

Administration

Administrative expenses include the General Manager duties related to the operation and administration of the GHAD. The budget estimate for the accounting and administrative services are derived from the original GHAD budget used to prepare the GHAD's Engineer's Report.

Estimated budget \$42,000

Annual Report and Budget Preparation

This budget provides for the preparation of the annual report and budget. The budget estimate for the accounting and administrative services are derived from the original GHAD budget used to prepare the GHAD's Engineer's Report.

Estimated budget \$4,500

Assessment Roll and Levy Update

This budget item allows for preparation of the assessment roll for the District and the updated levy based on the Consumer Price Index adjustment.

Estimated budget \$2,625

Legal Counsel

This budget item allows the GHAD to secure legal counsel for the District as provided under Resolution 2008/01 adopted on November 18, 2008. The duties of the legal counsel may include but not be limited to preparation or review of contracts, grant deeds, right of entry and board resolutions.

Estimated budget \$12,000

Treasurer

This budget item accounts for fees related to investment of the GHAD reserve funds and processing of accounts payable. This budget item allows the GHAD to hire a treasurer for the District as provided under Resolution 2008/01 adopted on November 18, 2008.

Estimated budget \$35,000

Contra County Assessor's Fees

This budget item allows for fees from the Contra County Assessor's Office.

Estimated budget \$750

Association Membership

The GHAD maintains membership in the California Association of GHADs.

Estimated budget \$250

Insurance

The GHAD maintains general liability insurance for open space areas within the District.

Estimated budget \$14,750