

STAFF REPORT

BOARD MEETING DATE: June 17, 2024

CATEGORY: Consent Calendar 7

SUBJECT: Adopt a resolution which initiates the formation of a single, countywide Permanent Road Division and establishes the date and time to receive public comment on the matter.

DEPARTMENT: Public Works

SUPERVISORIAL DISTRICT #: All

DEPARTMENT CONTACT: Troy Bartolomei, Public Works Director, (530) 225-5661

STAFF REPORT APPROVED BY: Troy Bartolomei, Public Works Director

<u>Vote Required?</u> Simple Majority Vote	<u>General Fund Impact?</u> No General Fund Impact
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RECOMMENDATION

Adopt a resolution which initiates the formation of a single, countywide Permanent Road Division (PRD) and establishes public comment on the matter will be received on June 25, 2024, at 9:00 a.m. or as soon thereafter as may be heard.

DISCUSSION

Land division creates new access roads. Maintenance for these non-county-maintained roads is frequently accomplished through Permanent Road Divisions, wherein parcels gaining access from these roads pay an owner-approved assessment that is used by the County to maintain and improve the roads. California Street and Highways Code Division 2, Chapter 4, Article 3, also known as the Permanent Road Division Law, sets forth the rules and provisions for establishing and maintaining PRDs. The Department of Public Works is responsible for operating and maintaining the PRDs within the County. Currently there are 92 active PRDs in Shasta County. Under the current structure, the County is required to maintain 92 separate budget units, one for each PRD, costing the County hundreds of staff hours and thousands of dollars each Fiscal Year.

The proposed action will initiate the process to form a single, countywide PRD to encompass the entire unincorporated area of the County, including holding a hearing to receive public comment on the matter. If a countywide PRD is formed, all active PRDs will become PRD Zones within the countywide PRD, each retaining their previously approved boundary and assessment. A single countywide PRD will allow for a single budget unit, providing for more efficient operations and stewardship of public funds. There will be no comingling of PRD funds – while there will be a single budget unit, all funds will be accounted for separately for the benefit of each PRD Zone.

The proposed actions will have no effect on property owners or the rates for the active PRDs. In the future, all new PRDs would be formed as zones under the Shasta County Permanent Road Division utilizing the same processes currently used.

ALTERNATIVES

The Board could choose not to adopt the resolution initiating the creation of a single, countywide PRD or provide alternative direction to staff. If the Board chooses to not adopt the resolution, the process to establish a single, countywide PRD will cease and the PRDs will continue to be maintained and operated under the current structure. Existing inefficiencies would remain.

OTHER AGENCY INVOLVEMENT

The County Administrative Office, Public Works, and the Auditor-Controller drafted this report and the proposed resolution. County Counsel has approved the proposed resolution as to form. The recommendation has been reviewed by the County Administrative office.

FISCAL IMPACT

Sufficient appropriations to administer the PRDs are included in every individual PRD budget. Annual parcel charge revenue from each PRD property owner covers the cost to maintain and administer each PRD.

ATTACHMENTS:

1: Resolution