

# Permanent Road Division Program

5,700 Parcels &  
16,500 Residents  
Served by PRD Program

Overall Pavement  
Condition is "Good"  
PCI: 61

100 Miles of Road in  
67 PRD Zones

59% PRD Zones  
formed before 1980

Annual Revenues of \$2.1M  
FY 2023-24 Budget \$10.4M

# Public Meeting for PRD Zone 104 Options to Fund Road Work

Permanent Road Division Program  
Department of Public Works



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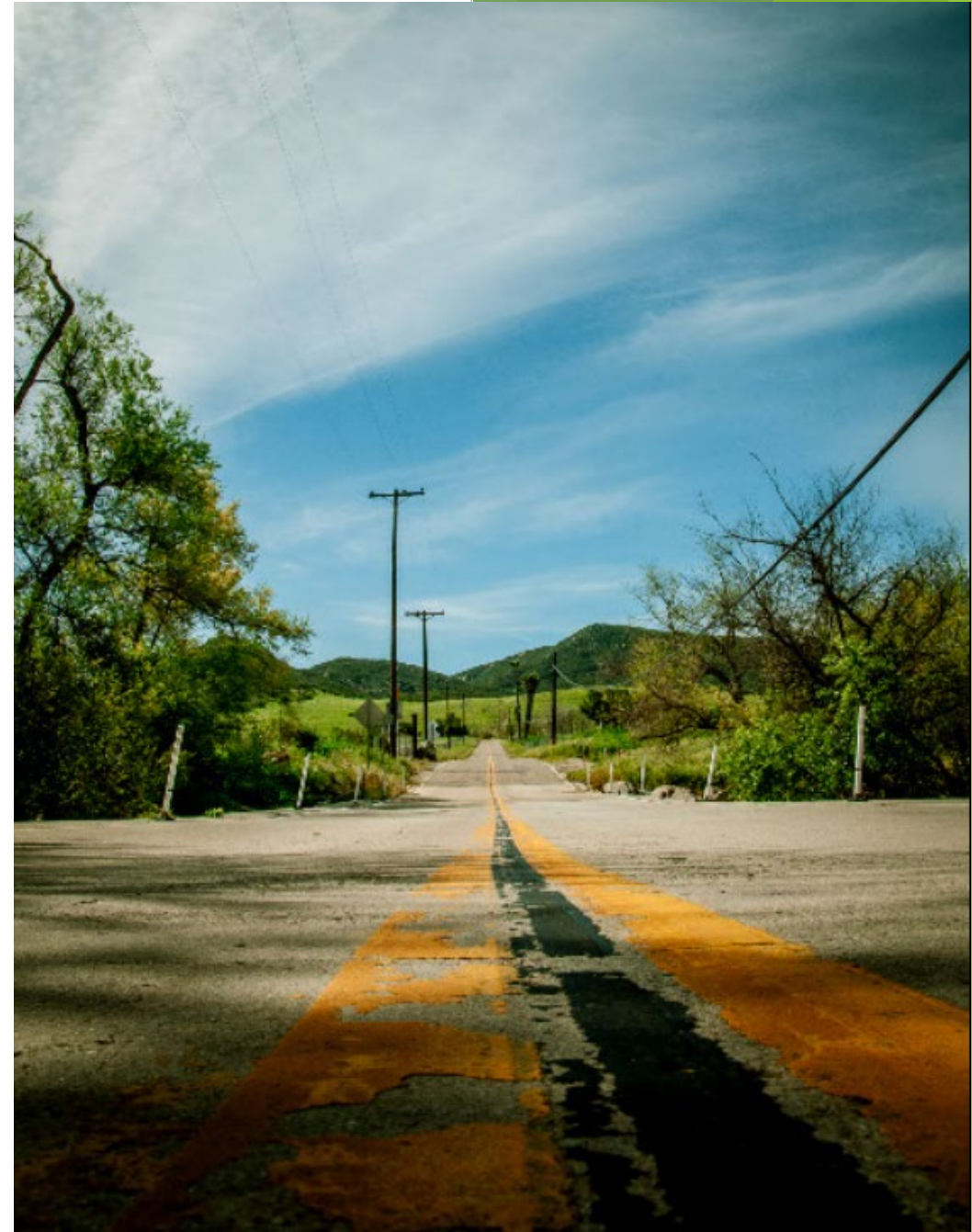
<https://www.sandiegocounty.gov/content/sdc/dpw/specialdistricts/prd/PRDzones.html>

# Objectives

- Understanding Proposed Road Work
- Understanding Rate Increase Process
  - Balloting for Property Owner Approval
  - Board Approval
  - Timelines

# Agenda

- PRD Program Basics
- Overview of PRD 104
- Proposed Road Work
- Rate Increase Options, Process & Requirements
- Next Steps



# Permanent Road Division (PRD) Program





# PRD Zone Program

- PRD Zones are special districts formed at the request of property owners or as a condition of development
- Provide private road maintenance services
- Board-Approved Ordinance includes authorized services, maximum rate, and how to calculate each parcels charge
  - Rates approved by voters during formation
  - Board can increase rates within max rate
- Funded by property owner paid assessments or special taxes
- PRD Zone revenues are kept in individual funds



# PRD Zone Program

Governed by:

- California Streets and Highways Code
- County Policy J-16 - County specific guidance for PRDs
  - Volunteer road committees
  - Dissolution
    - Initiated by property owners
    - Initiated by County due to district not being able to fund road work

For a more in-depth information about the PRD Program  
visit our website and watch the video:

“Learn about the Permanent Road Division Program”

<https://tinyurl.com/COSD-PRDZones>



# PRD Maintenance

- Road Replacement
- Surface Seals
- Crack Filling and Sealing
- Drainage Culvert repair/replacement
- Roadside berms
- Striping & Legends
- Road Sign Replacements
- Optional additional services:
  - Street Sweeping
  - Roadside Vegetation Trimming



For service requests, contact your road committee or the PRD Program  
at 858-691-2691 or [SpDist.LUEG@sdcounty.ca.gov](mailto:SpDist.LUEG@sdcounty.ca.gov)



# Road Inspection and Evaluation

- County Inspection
- Pavement Condition Index Level (PCI) Evaluation



**Very Good**  
PCI 70 and above



**Good**  
PCI 50-70



**Poor**  
PCI 25-50



**Very Poor**  
PCI 25 and below





**FEEDBACK**



# PRD Zone 104





# PRD Zone 104 - Artesian Road

- Formed: 1981
  - Road Miles: 1.77
- Culverts: 6
- Parcels: 134
- Average Parcel Annual Charge: \$120
  - \$9 Rate x 13.3 Benefit Units
  - Annual Revenue :
    - \$16,092 from Assessments
    - + interest earned on fund balance
- Fund Balance: \$9,688\*



\* Projected Fund balance as of July 1, 2024

# PRD Zone 104: Current Conditions

- Overall PRD Zone roads: Good Condition
- Pavement Condition Level (PCI): 64
  - Find PCI levels for each road segment on our [website](#)
- Due to area groundwater, roads may deteriorate by 2-5 points per year and be in poor condition in 3-7 years





# Recommended Road Treatment

- The County recommends that PRD 104 reconstruct and resurface all 1.77 miles of road and repair/replace 1 culvert within 10 years
  - Road work cost estimate \$796,200\*
    - 2 inch mill and inlay + 10% localized asphalt repair (digouts) for 1.77 miles of road
    - French drain (60 feet)
  - Culvert cost estimate \$32,500\* repair/replace 1 culvert
    - Treatment to be determined at time of work
  - Maintenance every 7-10 years cost \$432,332\*
    - Slurry seal with + 10% localized asphalt repair (digouts) for 1.77 miles of road

\* Cost as of this year, cost escalates by estimated 3% per year

# Options to Improve & Maintain Private Roads

- **Rate increase** (within PRD max rate approved by property owners at formation) to improve funding for the County to complete road repairs and maintenance
- **No rate increase** - the County would use available funds to conduct the highest priority repairs. Property owners would be responsible for all other road work.
  - Possibility that the County could recommend dissolution of the PRD Zone.
- **Community solution** - community members could individually or as a group complete road work and/or hire a contractor.
  - The County cannot transfer PRD funds to property owners due to fiscal laws and requirements
- **Dissolution** - the PRD Zone can be dissolved. The County would no longer collect property owner assessments and would no longer be responsible for road maintenance. All road maintenance responsibility would return to property owners.
  - Property owners can initiate a dissolution by a petition or on County ballots.
  - The County can initiate a dissolution if a PRD Zone's roads are in poor condition and there is not funding to improve and maintain the roads in good condition within 10 years.



# Funding Option 1

## Complete Work As Soon As Possible & Maintain Roads in Very Good Condition

- \$828,688\* total within 10 years
  - \$796,200\* road work within 5 years
    - Year 3 (26/27): Reconstruct & resurface 1.1 miles of road and enhance drainage
    - Year 5 (28/29): Reconstruct & resurface 0.67 miles of road
  - \$32,500\* repair/replace 1 culvert within 10 years

### Rate Increase Needed:

- *Projected* Avg. Residential Parcel Charge: \$1,601/year
  - **\$120 Rate** x 13.3 Benefit Units (Average Parcel)
  - Average Parcel Increase of \$1,481/year
- ↘ Rate reduction anticipated in Year 6 (29/30)



\* Cost as of this year, cost escalates by estimated 3% per year

# Funding Option 2

## Road Work Completed in 7 Years & Maintain Roads in Very Good Condition

- \$828,688\* total within 10 years
  - \$796,200\* road work within 7 years
    - Year 4 (27/28): Reconstruct & resurface 1.1 miles of road and enhance drainage
    - Year 7 (30/31): Reconstruct & resurface 0.67 miles of road
  - \$32,500\* repair/replace 1 culvert within 10 years
- **Rate Increase Needed:**
  - *Projected Avg. Residential Parcel Charge:* \$1,201/year
    - **\$90 Rate** x 13.3 Benefit Units (Average Parcel)
    - Average Parcel Increase of \$1,081/year
  - Rate reduction anticipated in Year 8 (31/32)



\* Cost as of this year, cost escalates by estimated 3% per year

# Funding Option 3: Phased Increase

Main Road Work Completed in 6 Years & Maintain Roads in Very Good Condition

- \$828,688\* total within 10 years
  - \$796,200\* road work within 5 years
    - Year 4 (27/28): Reconstruct & resurface 1.1 miles of road and enhance drainage
    - Year 6 (29/30): Reconstruct & resurface 0.67 miles of road
  - \$32,500\* repair/replace 1 culvert within 10 years
- **Phased Increase over 3 years**
  - Yr 1 *Projected* Avg. Parcel Charge: \$534/year (Rate = \$40)(Increase of \$414)
  - Yr 2 *Projected* Avg. Parcel Charge: \$1,067/year (Rate = \$80)(Increase of \$947)
  - Yr 3 *Projected* Avg. Parcel Charge: \$1,601/year (Rate = \$120)(Increase of \$1,481)
  - Rate reduction anticipated in Year 7 (30/31)

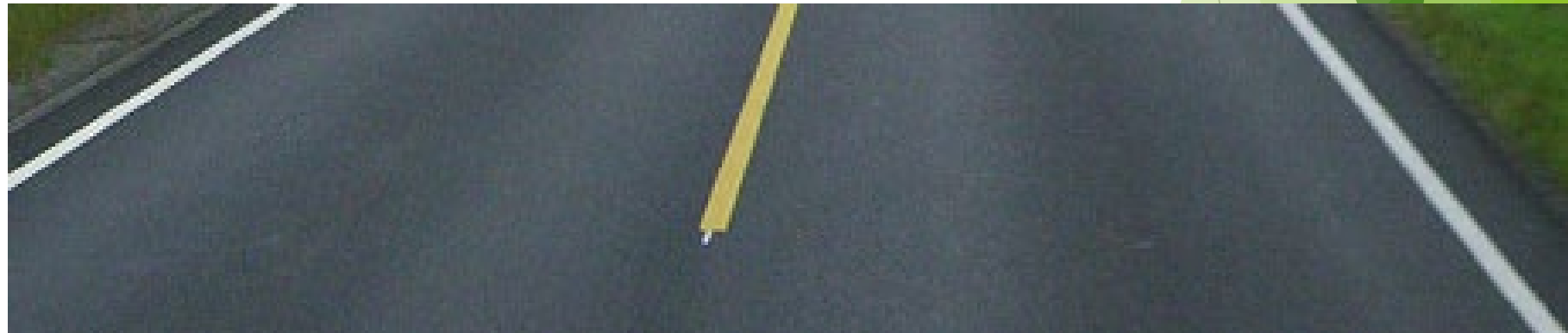


\* Cost as of this year, cost escalates by estimated 3% per year



# Ongoing Regular Maintenance

- **Funds for Regular Maintenance and a Reserve Fund are included in the Rate Increase Options/Costs**
- **Recommended Regular Maintenance**
  - Every 7-10 years
  - First two maintenance cycles following road repair:
    - \$432,332\* for slurry seal and local asphalt repairs
- **Reserve Fund**
  - \$70,000



\* Cost as of this year, cost escalates by estimated 3% per year

# Community Solution

- If your community has the ability to:
  - Do some of the prep work on your roads
  - Raise funds and hire a contractor to do road work
- Then this might remove or minimize the need for a rate increase.
- To pursue this path, coordinate with other property owners in your PRD to develop a plan and a timeline.
- Provide this information to DPW
- If the plan is not successful, and the average PCI for your PRD falls below 50, and there is not enough funding to improve road conditions, staff may recommend that the PRD be dissolved.

# Property Owner Initiated Dissolution

PRD would no longer exist

- Assessment/Special Tax no longer charged on Property Tax Bill

Property Owners Would Have Road Maintenance Responsibility

## Dissolution Process

Property Owners Initiate Dissolution

1. Petition signed by 50% of ALL Prop. Owners
2. Submit Petition to County.
  - Petitions can be submitted at any time, but should be submitted by July 15 to remove charge from the upcoming property tax bill
3. Two Board hearings
4. District dissolves. County no longer responsible for maintenance.



# County Initiated Dissolution

County Initiated Dissolution Process IF PRD does NOT have sufficient funding to maintain roads above PCI of 50.

- Staff will recommend dissolution to DPW Management, Executive Management, and Brief Board Offices
- If the dissolution proceeds,
  - Staff will work with property owners to spend remaining funds on road work or refund it to owners who paid it.
  - Property owners will be informed about the pending dissolution Board Hearing dates and how to participate in the Hearings.
  - Board Hearing #1 - Schedule Public Hearing
  - Board Hearing #2- Public Hearing
- If the Board Approves the Dissolution, the PRD will no longer exist, the County will not collect funds for the PRD nor have road maintenance responsibility.

Road Maintenance Responsibility Would Return to Property Owners



**FEEDBACK**



BALLOT FOR RATE INCREASE  
PERMANENT ROAD DIVISION NO. 1000, ZONE NO. X – YOUR PRD  
RETURN NO LATER THAN THIS April 28, 2023

- You must **return** the ballot below for your vote to count. The ballot must be **received** no later than **April 28, 2023**. Ballots may be returned by USPS mail or emailed to [spdist.lueg@sdcountry.ca.gov](mailto:spdist.lueg@sdcountry.ca.gov)
- Postmarks will not be accepted.
- You must **sign** the ballot for your vote to count.
- If you own more than one parcel you will receive a ballot for each parcel you own. Please return a marked & signed ballot for each property.

BALLOT  
Permanent Road Division No. 1000, Zone No. X – YOUR PRD  
RECEIVED NO LATER THAN April 28, 2023

PARCEL #:  
BENEFIT UNITS:  
SITE ADDRESS:

**Option 1: APPROVE of Rate Increase – Select an option below:**

- Option 1a: APPROVE** Increase rate to **\$230 per benefit unit over 3 years**. The assessment rate will increase to \$100 in Year 1, \$200 in Year 2, and \$230 in Year 3. The rate would remain at \$230 in subsequent years.
- Option 1b: APPROVE** Increase rate to **\$230 per benefit unit in the 1st year**. The assessment rate will increase to \$230 in Year 1. The rate would remain at \$230 in subsequent years.

**Option 2 DISAPPROVE - Do not support a Rate Increase- Select an option below:**

- Option 2a: DISAPPROVE - Do not increase the rate.** I understand that without a rate increase the PRD Zone will be unable to fund recommended road work and the County may recommend the PRD Zone be dissolved, if roads cannot be maintained in good condition. If dissolved, maintenance responsibility for the road would return to the property owners.
- Option 2b: DISAPPROVE & SUPPORT DISSOLUTION - Do not increase the rate, I support the dissolution of PRD Zone 80.** I understand that if the PRD is dissolved, maintenance responsibility for the road WILL BE returned to property owners.

Print Name: Jane Doe Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: May 1, 2024

*I certify that I am in fact the owner of record or legally authorized to sign for such owner.*

# Sample Ballot

MARK TWICE,  
if Ballot has Options:  
Choose to Approve or  
Disapprove of the Rate  
Increase, AND Select Option

Sign and Date



# Ballot Timeline

- April 12, 2024 - Anticipated date ballots will be mailed to property owners
- May 6, 2024 by 8:00 A.M. - Ballots due back to the County by mail or email
- Results based on 50%+ of returned ballots



## Next Steps

- Letter Notifying Property Owners of Balloting Results
- June 26, 2024 - Board Hearing Tentatively Scheduled
- Fiscal Year 2024-25 - Assessment included on Property Tax Bills

# Have Questions?

- Call, email, or mail us your questions or feedback:
  - [SPDIST.LUEG@sdcounty.ca.gov](mailto:SPDIST.LUEG@sdcounty.ca.gov)
  - 858-694-2691
  - PRD Program, County of San Diego
    - 5510 Overland Ave., Suite 210
    - San Diego, CA 92123

**Completed ballots (marked and signed) will also be returned to this email and mailing address.**

**A self-addressed envelope will be included with the ballots, but property owners will need to provide the USPS stamp.**

# This Concludes Our Presentation



Sign up for our mailing list to  
receive PRD news and information:  
<https://tinyurl.com/PRD-News-Email>

Program Email:  
[SPDIST.LUEG@sdcounty.ca.gov](mailto:SPDIST.LUEG@sdcounty.ca.gov)

Program Phone:  
858-694-2691

PRD Zones Information Webpage:  
<https://www.sandiegocounty.gov/content/sdc/dpw/specialdistricts/prd/PRDzones.html>