

Department of Transportation

- Abandonment of Easement was added.
- Ad Hoc fee was added.
- Appeal Fee was increased to recoup costs.
- Encroachment – Permit Renewal fee was added.
- Encroachment - Obstruction Permit: Personal Property Sign was added.
- Encroachment - Obstruction Permit: Personal Property Sign with Hold Harness was added.
- Encroachment - Obstruction Permit: Subdivision Ladder Sign was added.
- Financial Impact Analysis / Public Facilities Financing Plan was added to the schedule.
- General Vacation was added.
- Irrevocable Offer of Dedication was added.



Jennifer Larson <jennifer.larson@edcgov.us>

Obstruction Permits

Leah Rademacher <leah.rademacher@edcgov.us>

Mon, Oct 30, 2017 at 5:05 PM

To: Jennifer Larson <jennifer.larson@edcgov.us>

Cc: Greg Hicks <greg.hicks@edcgov.us>, LeeAnn Scheuring <leeann.scheuring@edcgov.us>

Hi Jennifer,

There are two main types of obstruction permits that we issue:

1. Subdivision Ladder Signs
2. Personal property in right-of-way

The obstruction permits issued for the subdivision ladder signs average around 4.5 hours per permit (plan check and a minimum of 2 inspections). The sign ordinance allows for subdivision ladder signs to be placed within the County right-of-way. We review the proposed site locations and determine if the locations are within the right-of-way and meet County standards (adequate sight lines, etc).

The second category addresses personal property (fences, structures, retaining walls, etc) placed in the right-of-way. Most of these permits originate as complaints (bulk of the hours are assigned to the complaint). Once the permit is issued, the final inspection and closeout process take approximately 2 hours. We are currently discussing whether this category needs to be accompanied by a Hold Harmless Agreement so that the permit information is carried over to futures owners. If we decide to add the Hold Harmless Agreement then an additional 8 hours (minimum) of staff time needs to be added.

The notes above do not include the application process.

The AOE's are currently being charged as GF/GI. The AOE number is not assigned to the project at the time DOT processes the request (from the Surveyor's Office or from the applicant). We are averaging about 7 hours to process the AOE. DOT reviews the plans, perform inspections and determines if the abandonment is acceptable.

Thank you

Leah Rademacher
Sr. Engineering Technician

County of El Dorado
Department of Transportation
2850 Fairlane Court
Placerville, CA 95667
(530) 621-5933 / FAX (530) 621-2030
leah.rademacher@edcgov.us

[Quoted text hidden]



Jennifer Larson <jennifer.larson@edcgov.us>

Justification for Fees

Andrew Gaber <andrew.gaber@edcgov.us>

Wed, Nov 8, 2017 at 8:52 AM

To: Jennifer Larson <jennifer.larson@edcgov.us>

Cc: Greg Hicks <greg.hicks@edcgov.us>, LeeAnn Scheuring <leeann.scheuring@edcgov.us>

For the AOE's, (Abandonment of Easement) DOT staff reviews the easements to ensure that there aren't necessary for future facilities, extensions or that the County has facilities within them. These easements can be for storm drains, roadways, trails, public facilities, utilities, etc. The Surveyor's office is the primary point of contact and handles the technical review of these documents and takes them to the BOS. We do our review of the need for the easement as a part of the Surveyor's approval process.

For IOD's (Irrevocable Offers of Dedications) these are for future County or public roads or facilities and DOT staff reviews them to ensure they match improvement plans, specific plans, final maps, etc. Either the Surveyor's office or DOT can be the lead on processing these depending on the project. When the Surveyor's office is the lead, DOT staff reviews them as stated above. When DOT is the lead, the IOD's are typically part of a larger project and we just charge T&M for the processing.

General Vacations are processed when we receive a request to vacate a parcel of public ROW such as a roadway. DOT staff works with the applicant to prepare and process the necessary documents to determine if we can vacate the ROW, send it to the BOS for approval and then record the appropriate documents. We do not have a formal fee or authority to collect T&M for these at this time so staff time is typically charged to County Engineer overhead. We typically do not see these very frequently, but we anticipate seeing more of these the next few years as we try and shed unneeded parcels.

For the Encroachment Permit renewals, a typical situation is that a property owner has obtained a permit for a new driveway, but due to construction delays, funding delays, whatever, they are unable to complete construction within the stated time frame. When this happens with a building permit, Building is able to extend the permit. We are asking for creation of this fee so that we can extend these permits also without requiring a new permit.

From DOT's perspective, we don't see too many of the AOE's, IOD's or GV's, but they do occur often enough that it seems appropriate to create the fee categories. The alternative is for us to continue charging to County Engineer GFGI for our time on these.

On Thu, Nov 2, 2017 at 2:26 PM, Jennifer Larson <jennifer.larson@edcgov.us> wrote:

Hello,

Creighton is requesting a justification for the new fees that are being added for the departments. Can you please reply to this email with reason for the following fees:

- AOE
- IOD
- Permit Renewal (Road Encroachments)
- General Vacation

Thank you.

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Sincerely,

Jennifer Larson

Accountant II

County of El Dorado

Community Development Services

Administration and Finance

2850 Fairlane Court

Placerville, CA 95667

Prior fee study data.

ABANDONMENT OF EASEMENT

Abandonment of Easement

AOE The process of relinquishing an easement
TD involvement: only when road issues are involved.

SOURCE OF DATA - FOR HOURS

Data:

Hours from: 7/1/11 to 6/30/14

Total Abandonment of Easements 7

Exceptions deleted from analysis:

Incorrect project number listed (3)

Total exceptions deleted from analysis: (3) (3)

Net Used for Analysis 4

HOURS PER UNIT

Number of AOE's	4
Total hours	14.00
Add additional hours	<u>14</u>
Average hour / Permit	3.50

COST PER HOUR

An Associate in Right of Way is the classification of person assigned this task 95% of the time.

That position's Labor Rate for FY 14/15 is \$ 125.07 /hour

FLAT FEE CALCULATION

Current cost per hour	\$	125.07
x hours		<u>3.50</u>
Proposed Flat Fee =	\$	437.75
Rounded to	\$	438.00

PRIOR FEE COMPARISON

Current fee	\$	308
Proposed fee		<u>N/A</u>
Net Increase		N/A

Other Information and Issues

Time data was analyzed for this time period. Seven projects were identified but 3 were eliminated from analysis due to incorrect project numbers. 14 hours were charged to 4 projects. The mean time spent for each AOE is 3.5 hrs. The 3.5 hours multiplied by the current billable rate for the job classification for an Associate Right of Way is rounded to the nearest whole dollar at \$438.00 per permit.

AOEs are currently assigned to the Surveyor's office. No fees are collected for TD. Work is assigned to TD by the Surveyor's Office. The amount of AOE's worked on by TD since their assignment to the Surveyor's office has declined dramatically. A mechanism to recover costs from the Surveyor's office is in place and the fee should be removed from TD fee resolution.

The Agency is recommending the fee for AOE be removed from the fee resolution.

AD HOC

SOURCE OF DATA - FOR HOURS

Data:

Hours from: 1/6/06 to 12/30/2018

Total Ad Hoc's: 32

Exceptions deleted from analysis:

Total exceptions deleted from analysis: - -

Net Used for Analysis 32

HOURS PER UNIT

Number of Projects	0
Total hours	0.00
Average hour / Unit	0.00

COST PER HOUR

A Senior Civil Engineer is the classification of employee that should be tasked with this work.

That position's Labor Rate for FY 18/19 is \$ 184.31 /hour

FLAT FEE CALCULATION

Current cost per hour	\$	184.31		
x hours		-		
Proposed Flat Fee =	\$	-		
Rounded to	\$	-		

PRIOR FEE COMPARISON

Current fee	\$	-		
Proposed fee	\$	1,000.00		
Net increase	\$	1,000		

Other Information and Issues

In an interview with a Senior Civil Engineer, an AD HOC category for a project is used when there is no other fee able to charge to a developer for work needing reviewing by Transportation staff. Some projects take as little as 2.76 hours and some can take 1700 hours. Because every project is not the same and comparable, it is recommended that these projects collect a deposit and be billed on a time and materials basis.

The Department of Transportation is recommending full cost recovery at Time and Materials with a \$1,000.00 deposit for an Ad Hoc.

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
ADH AOE IOD SHINGLE CREEK												
AOE IOD SHINGLE CREEK VILLAGE												
Deposit	\$500.00	\$0.00	\$0.00	07/29/11	DP 197102			\$0.00	\$0.00	\$0.00		
07/01/12-10/05/12-Jul -Sep Bill	\$0.00	\$0.00	\$181.74	10/19/12	300402	9533	10/19/12	\$181.74	\$0.00	\$0.00		
Total ADH AOE IOD SHI	\$500.00	\$0.00	\$181.74					\$181.74	\$0.00	\$0.00		

ce for ADH AOE IOD SHINGLE CREEK VILLAGE: \$318.26

ADH ARTZ												
ADH ARTZ 181559												
¹ Deposit-Planning	\$1,500.00	\$0.00	\$0.00	11/09/07	DP152462			\$0.00	\$0.00	\$0.00		
11/24/07-12/21/07 Dec Billings	\$0.00	\$0.00	\$445.32	01/15/08	300705	7030	01/15/08	\$445.32	\$0.00	\$0.00		
² 03/29/08 - 04/25/08 April Billin	\$0.00	\$0.00	(\$5.32)	05/13/08	301105	7434	05/13/08	(\$5.32)	\$0.00	\$0.00		
³ Trnsfr Trust Balance From Thi	\$0.00	\$0.00	\$0.00	10/31/08	In house			\$0.00	\$0.00	\$0.00		
Total ADH ARTZ	\$1,500.00	\$0.00	\$440.00					\$440.00	\$0.00	\$0.00		

Trust Balance for ADH ARTZ: \$1,060.00

Notes

- 1 . DP CORRECTED ON IF JI 2800015589 10/12/2007
- 2 . Billing Note: DOKKEN 20049 Contract Surcharge Credit
- 3 . Transfer to Dummy Error Account.

ADH BARAJAS												
ADH BARAJAS												
Deposit	\$1,440.00	\$0.00	\$0.00	05/15/09	DP 178640			\$0.00	\$0.00	\$0.00		
04/25/09 - 06/30/09 May-June	\$0.00	\$0.00	\$1,296.00	07/17/09	301219	8577	07/17/09	\$1,883.96	\$0.00	\$587.96	DP 180658	07/31/09
Deposit	\$4,412.04	\$0.00	\$0.00	08/21/09	DP 181152			\$0.00	\$0.00	\$0.00		
Payment-Overpayment	\$0.00	\$0.00	\$0.00					\$0.00	(\$587.96)	\$587.96	DP 181152	08/21/09
07/01/09 - 12/16/09 July-Dec	\$0.00	\$0.00	\$901.94	02/03/10	300702	8659	02/03/10	\$901.94	\$0.00	\$0.00		
Payment-Tx Overpmnt to trust	\$0.00	\$587.96	\$0.00	02/04/10	300702			\$0.00	\$587.96	(\$587.96)	In House	02/04/10
02/27/10 - 04/23/10 Mar10 -Ap	\$0.00	\$0.00	\$104.04	05/14/10	301101	8809	05/14/10	\$104.04	\$0.00	\$0.00		
7/1-9/24/10 Jul-Sep 10 Billing	\$0.00	\$0.00	\$1,099.93	10/29/10	300407	8906	10/29/10	\$1,099.93	\$0.00	\$0.00		

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
09/25-10/22/10 Oct Billing	\$0.00	\$0.00	\$712.32	11/22/10	300508	8981	11/22/10	\$712.32	\$0.00	\$0.00		
10/23-11/19/10 Nov Billing	\$0.00	\$0.00	\$160.87	12/17/10	300605	9030	12/17/10	\$160.87	\$0.00	\$0.00		
11/20/10-12/31/10 Dec Billing	\$0.00	\$0.00	\$100.58	01/27/11	300711	9068	01/27/11	\$100.58	\$0.00	\$0.00		
Total ADH BARAJAS	\$5,852.04	\$587.96	\$4,375.68					\$4,963.64	\$0.00	\$587.96		

Trust Balance for ADH BARAJAS: \$2,064.32

26 hours

3 ADH BELL RANCH 300679
ADH BELL RANCH 300679

01/06/18-06/30/18	\$0.00	\$0.00	\$0.00	07/27/18	35210	11555	07/27/18	\$124.72	\$0.00	\$124.72	DP 256001	09/25/18
Deposit	\$1,154.78	\$0.00	\$0.00	08/16/18	DP 255038			\$0.00	\$0.00	\$0.00		
Total ADH BELL RANCH	\$1,154.78	\$0.00	\$0.00					\$124.72	\$0.00	\$124.72		

Trust Balance for ADH BELL RANCH 300679: \$1,154.78

4 ADH BELL RANCH ONSITE STO
ADH BELL RANCH ONSITE STOCKPILE (CLEAR,GRUB,TREE REMOVA

Deposit	\$1,000.00	\$0.00	\$0.00	07/20/18	DP 254394			\$0.00	\$0.00	\$0.00		
Total ADH BELL RANCH	\$1,000.00	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00		

Trust Balance for ADH BELL RANCH ONSITE STOCKPILE: \$1,000.00

5 ADH BERKLEY 194967
ADH BERKLEY 194967

Deposit	\$1,532.00	\$0.00	\$0.00	10/23/09	DP 182719			\$0.00	\$0.00	\$0.00		
07/01/09 - 12/16/09 July-Dec	\$0.00	\$0.00	\$971.32	02/03/10	300702	8660	02/03/10	\$971.32	\$0.00	\$0.00		
Total ADH BERKLEY 19	\$1,532.00	\$0.00	\$971.32					\$971.32	\$0.00	\$0.00		

Trust Balance for ADH BERKLEY 194967: \$560.68

55 hours

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
ADH BLHSP MORRISON												
ADH BLHSP MORRISON												
Deposit	\$2,000.00	\$0.00	\$0.00	08/29/16	DP 238224			\$0.00	\$0.00	\$0.00		
07/01/16~11/25/2016 Jul-Nov	\$0.00	\$0.00	\$147.89	12/07/16	350601	10848	12/07/16	\$147.89	\$0.00	\$0.00		
04/29/17-06/30/17 MAY-JUNE	\$0.00	\$0.00	\$252.86	07/21/17	35229	11228	07/21/17	\$252.86	\$0.00	\$0.00		
07/01/17-01/05/18 JULY-DEC	\$0.00	\$0.00	\$1,599.25	02/08/18	35110	11352	02/08/18	\$2,316.33	\$0.00	\$717.08	DP 251689	03/27/18
01/06/18-06/30/18	\$0.00	\$0.00	\$0.00	07/27/18	35210	11556	07/27/18	\$1,384.84	\$0.00	\$1,384.84	DP 256177	10/02/18
Total ADH BLHSP MOR	\$2,000.00	\$0.00	\$2,000.00					\$4,101.92	\$0.00	\$2,101.92		

Trust Balance for ADH BLHSP MORRISON: \$0.00

22.17 hours

ADH BROOKS STOCKPILE												
ADH BROOKS STOCKPILE												
Deposit	\$1,214.00	\$0.00	\$0.00	07/20/18	DP 254394			\$0.00	\$0.00	\$0.00		
Total ADH BROOKS ST	\$1,214.00	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00		

Trust Balance for ADH BROOKS STOCKPILE: \$1,214.00

ADH CARSON CROSSING DR												
ADH CARSON CROSSING DR												
Deposit	132,097.05	\$0.00	\$0.00	04/23/14	DP 218070			\$0.00	\$0.00	\$0.00		
01/25~04/18/14 Feb-Apr 2014	\$0.00	\$0.00	\$315.62	05/21/14	341102	9901	05/21/14	\$315.62	\$0.00	\$0.00		
05/03/14-06/30/14 May- June	\$0.00	\$0.00	\$552.34	07/23/14	301234	9963	07/23/14	\$552.34	\$0.00	\$0.00		
Deposit	\$80,804.83	\$0.00	\$0.00	10/17/14	DP 222001			\$0.00	\$0.00	\$0.00		
07/01/14~10/31/14 Jul -Oct Bill	\$0.00	\$0.00	\$3,689.80	11/20/14	340507	10029	11/20/14	\$3,689.80	\$0.00	\$0.00		
Deposit	\$100.00	\$0.00	\$0.00	01/16/15	DP 223950			\$0.00	\$0.00	\$0.00		
11/1/14~01/23/15 Nov-Jan Billi	\$0.00	\$0.00	\$37,191.79	02/11/15	340801	10106	02/11/15	\$37,191.79	\$0.00	\$0.00		
1/24/15~04/17/15 Feb- Apr 20	\$0.00	\$0.00	\$15,749.25	05/14/15	341102	10176	05/14/15	\$15,749.25	\$0.00	\$0.00		
05/02/15~06/30/15 May- June	\$0.00	\$0.00	\$39,609.26	07/22/15	341242	10242	07/22/15	\$39,609.26	\$0.00	\$0.00		

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
07/01/2015-10/30/2015 Jul-Oct	\$0.00	\$0.00	\$36,270.00	11/25/15	340508	10312	11/25/15	\$36,270.00	\$0.00	\$0.00		
10/31/15-01/22/16 Nov-Jan 15	\$0.00	\$0.00	\$52,368.35	02/04/16	340704	10452	02/04/16	\$52,368.35	\$0.00	\$0.00		
¹ Payment-Overpayment	\$0.00	\$0.00	\$0.00					\$0.00	\$31,619.37)	\$31,619.37	DP 233834	03/10/16
1/23-4/01/16 Feb-Mar 1516 Bill	\$0.00	\$0.00	\$5,955.28	04/19/16	341002	10554	04/19/16	\$38,424.39	\$31,619.37	\$849.74	DP 235958	06/01/16
² Correction/Adjustment	(\$434.53)	\$0.00	\$0.00	05/24/16	123			\$0.00	\$0.00	\$0.00		
04/02/16-05/26/16 Apr-May 15	\$0.00	\$0.00	\$0.00	05/31/16	341201	10657	05/31/16	\$18,749.55	\$0.00	\$18,749.55	DP 236668	06/28/16
05/27/16~06/30/16 June 2016	\$0.00	\$0.00	\$0.00	07/25/16	341244	10774	07/25/16	\$33,849.71	\$0.00	\$33,849.71	DP 237859	08/15/16
07/01/16~11/25/2016 Jul-Nov	\$0.00	\$0.00	\$2,963.92	12/07/16	350601	10849	12/07/16	\$2,963.92	\$0.00	\$0.00		
11/26/16~03/03/17 Dec-Feb	\$0.00	\$0.00	\$10,758.74	03/29/17	35116	10987	03/29/17	\$10,758.74	\$0.00	\$0.00		
03/04/17-04/28/17 MAR-APR	\$0.00	\$0.00	\$3,333.46	05/31/17	35157	11125	05/31/17	\$3,333.46	\$0.00	\$0.00		
04/29/17-06/30/17 MAY-JUNE	\$0.00	\$0.00	\$3,513.80	07/21/17	35229	11229	07/21/17	\$3,513.80	\$0.00	\$0.00		
07/01/17-01/05/18 JULY-DEC	\$0.00	\$0.00	\$295.74	02/08/18	35110	11353	02/08/18	\$9,345.40	\$0.00	\$9,049.66	DP 252108	04/13/18
01/06/18-06/30/18	\$0.00	\$0.00	\$0.00	07/27/18	35210	11557	07/27/18	\$7,953.66	\$0.00	\$7,953.66	DP 256177	10/02/18
Total ADH CARSON CR	\$212,567.35	\$0.00	\$212,567.35					\$314,639.04	\$0.00	\$102,071.69		

Trust Balance for ADH CARSON CROSSING DR: \$0.00

Notes

1. Payment for invoice #10526 TM 12-1508 correctly deposited into ADH Carson Crossings Dr. That amount was transferred into TM 12-1508 behind scences by MWhite.
2. Transfer to TM 12-1508.

1700 hours

ADH CHARTRAW 240458

ADH CHARTRAW 240458

Deposit	\$3,852.00	\$0.00	\$0.00	09/10/15	DP 229543			\$0.00	\$0.00	\$0.00		
07/01/2015-10/30/2015 Jul-Oct	\$0.00	\$0.00	\$320.44	11/25/15	340508	10313	11/25/15	\$320.44	\$0.00	\$0.00		
Deposit	\$3,865.00	\$0.00	\$0.00	01/20/16	DP 232611			\$0.00	\$0.00	\$0.00		
10/31/15-01/22/16 Nov-Jan 15	\$0.00	\$0.00	\$2,138.08	02/04/16	340704	10453	02/04/16	\$2,138.08	\$0.00	\$0.00		
1/23-4/01/16 Feb-Mar 1516 Bill	\$0.00	\$0.00	\$1,420.70	04/19/16	341002	10555	04/19/16	\$1,420.70	\$0.00	\$0.00		
05/27/16~06/30/16 June 2016	\$0.00	\$0.00	\$1,797.63	07/25/16	341244	10775	07/25/16	\$1,797.63	\$0.00	\$0.00		
07/01/16~11/25/2016 Jul-Nov	\$0.00	\$0.00	\$2,040.15	12/07/16	350601	10850	12/07/16	\$5,488.71	\$0.00	\$3,448.56	DP 241619	01/20/17

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
Total ADH CHARTRAW 2	\$7,717.00	\$0.00	\$7,717.00					\$11,165.56	\$0.00	\$3,448.56		

Trust Balance for ADH CHARTRAW 240458: \$0.00

60.75 hours.

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ADH COUNTRY CLUB 71360
ADH COUNTRY CLUB 71360

Deposit	\$2,000.00	\$0.00	\$0.00	08/17/16	DP 237924			\$0.00	\$0.00	\$0.00		
07/01/16~11/25/2016 Jul-Nov	\$0.00	\$0.00	\$2,000.00	12/07/16	350601	10851	12/07/16	\$2,059.90	\$0.00	\$59.90	DP 241373	01/10/17
11/26/16~03/03/17 Dec-Feb	\$0.00	\$0.00	\$0.00	03/29/17	35116	10988	03/29/17	\$1,084.15	\$0.00	\$1,084.15	DP 243805	04/21/17
03/04/17-04/28/17 MAR-APR	\$0.00	\$0.00	\$0.00	05/31/17	35157	11126	05/31/17	\$1,951.47	\$0.00	\$1,951.47	DP 245670	07/07/17
07/01/17-01/05/18 JULY-DEC	\$0.00	\$0.00	\$0.00	02/08/18	35110	11354	02/08/18	\$18,974.36	\$0.00	\$18,974.36	DP 251689	03/27/18
01/06/18-06/30/18	\$0.00	\$0.00	\$0.00	07/27/18	35210	11558	07/27/18	\$17,613.48	\$0.00	\$17,613.48	DP 256177	10/02/18
Total ADH COUNTRY CL	\$2,000.00	\$0.00	\$2,000.00					\$41,683.36	\$0.00	\$39,683.36		

Trust Balance for ADH COUNTRY CLUB 71360: \$0.00

225.71 hours

11

ADH CROSSINGS IIC
ADH CROSSINGS IIC

Claim Receivable	\$0.00	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00		
Deposit-Correction/Adjustment	\$0.00	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00		
Deposit	\$2,000.00	\$0.00	\$0.00	03/21/14	DP 217373			\$0.00	\$0.00	\$0.00		
01/25~04/18/14 Feb-Apr 2014	\$0.00	\$0.00	\$1,800.00	05/21/14	341102	9902	05/21/14	\$3,435.14	\$1,361.32	\$273.82	DP 219508	06/26/14
¹ Claim Receivable	\$0.00	\$0.00	\$1,361.32	06/04/14	In House			\$0.00	(\$1,361.32)	\$0.00	In House	06/04/14
² Trnsfr Trust Balance to This A	\$1,512.58	\$0.00	\$0.00	06/04/14	In House			\$0.00	\$0.00	\$0.00		
05/03/14-06/30/14 May- June	\$0.00	\$0.00	\$0.00	07/23/14	301234	9964	07/23/14	\$2,996.63	\$0.00	\$2,996.63	DP 222001	10/17/14
07/01/14~10/31/14 Jul -Oct Bill	\$0.00	\$0.00	\$0.00	11/20/14	340507	10030	11/20/14	\$2,085.12	\$0.00	\$2,085.12	DP 224574	02/13/15
11/1/14~01/23/15 Nov-Jan Billi	\$0.00	\$0.00	\$0.00	02/11/15	340801	10107	02/11/15	\$221.70	\$0.00	\$221.70	DP 224887	02/27/15
1/24/15~04/17/15 Feb- Apr 20	\$0.00	\$0.00	\$0.00	05/14/15	341102	10177	05/14/15	\$334.63	\$0.00	\$334.63	DP 228347	07/22/15
07/01/2015-10/30/2015 Jul-Oct	\$0.00	\$0.00	\$0.00	11/25/15	340508	10314	11/25/15	\$471.51	\$0.00	\$471.51	DP 233206	02/12/16

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
10/31/15-01/22/16 Nov-Jan 15	\$0.00	\$0.00	\$0.00	02/04/16	340704	10454	02/04/16	\$1,000.18	\$1,000.18	\$0.00		
³ Payment-Overpayment	\$0.00	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00	DP 233464	02/25/16
1/23-4/01/16 Feb-Mar 1516 Bill	\$0.00	\$0.00	\$0.00	04/19/16	341002	10556	04/19/16	\$1,069.04	\$0.00	\$1,069.04	DP 235958	06/01/16
04/02/16-05/26/16 Apr-May 15	\$0.00	\$0.00	\$0.00	05/31/16	341201	10658	05/31/16	\$320.44	\$320.44	\$0.00		
Payment-Overpayment	\$0.00	\$0.00	\$0.00					\$0.00	(\$860.15)	\$860.15	DP 235958	06/01/16
⁴ Payment	\$0.00	\$0.00	\$0.00					\$0.00	(\$302.85)	\$302.85	DP236102	06/07/16
⁵ Payment	\$0.00	\$0.00	\$0.00					\$0.00	(\$0.30)	\$0.30	DP 236102	06/07/16
Payment-Overpayment	\$0.00	\$0.00	\$0.00					\$0.00	(\$157.92)	\$157.92	DP 236554	06/23/16
⁶ Payment-Tx Overpmt to trust	\$0.00	\$0.60	\$0.00	08/10/16	341244			\$0.00	\$0.60	(\$0.60)	In House	08/10/16
07/01/17-01/05/18 JULY-DEC	\$0.00	\$0.00	\$351.86	02/08/18	35110	11355	02/08/18	\$879.88	\$0.00	\$528.02	DP 251689	03/27/18
Payment-Tx Overpmt to trust	\$0.00	\$121.85	\$0.00	06/30/18	JI35274			\$0.00	\$121.85	(\$121.85)	IN HOUSE	06/30/18
01/06/18-06/30/18	\$0.00	\$0.00	\$0.00	07/27/18	35210	11559	07/27/18	(\$121.85)	(\$121.85)	\$0.00		
Total ADH CROSSINGS I	\$3,512.58	\$122.45	\$3,513.18					\$12,692.42	\$0.00	\$9,179.24		

Trust Balance for ADH CROSSINGS IIC: \$121.85

Notes

- 1 . Transfer from TM 08-1486
- 2 . Per GGV please claim receivable from trust. Email from GGV in File
- 3 . NSF Check Grado Equities V ck 1175
- 4 . paid through Revenue Recovery
- 5 . PD through Rev Rec
- 6 . Trans Overpayment to Trust

68.61 hours

ADH DRUM LODGE 266241
ADH DRUM LODGE 266241

¹ Deposit	\$9,109.07	\$0.00	\$0.00	05/22/18	DP 252990			\$0.00	\$0.00	\$0.00		
² Deposit	\$4,628.00	\$0.00	\$0.00	06/28/18	DP 251087			\$0.00	\$0.00	\$0.00		
01/06/18-06/30/18	\$0.00	\$0.00	\$3,289.19	07/27/18	35210	11560	07/27/18	\$3,289.19	\$0.00	\$0.00		
Total ADH DRUM LODG	\$13,737.07	\$0.00	\$3,289.19					\$3,289.19	\$0.00	\$0.00		

Trust Balance for ADH DRUM LODGE 266241: \$10,447.88

Notes

- 1 . DP CORR FROM PAYMENT 1411 TO TRUST 1412, 35196
- 2 . DP CORR FROM PAYMENT 1411 TO TRUST 1412, 35196

17.78 hours

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
ADH EDH52												
ADH EDH52												
Deposit	\$2,000.00	\$0.00	\$0.00	10/03/14	DP 221710			\$0.00	\$0.00	\$0.00		
07/01/14~10/31/14 Jul -Oct Bill	\$0.00	\$0.00	\$1,800.00	11/20/14	340507	10031	11/20/14	\$1,937.32	\$0.00	\$137.32	DP 224716	02/20/15
11/1/14~01/23/15 Nov-Jan Billi	\$0.00	\$0.00	\$0.00	02/11/15	340801	10108	02/11/15	\$704.48	\$0.00	\$704.48	DP 225423	03/20/15
1/24/15~04/17/15 Feb- Apr 20	\$0.00	\$0.00	\$0.00	05/14/15	341102	10178	05/14/15	\$1,176.37	\$0.00	\$1,176.37	DP 228889	08/13/15
07/01/2015-10/30/2015 Jul-Oct	\$0.00	\$0.00	\$0.00	11/25/15	340508	10315	11/25/15	\$3,491.44	\$0.00	\$3,491.44	DP 232256	01/05/16
10/31/15-01/22/16 Nov-Jan 15	\$0.00	\$0.00	\$0.00	02/04/16	340704	10455	02/04/16	\$12,617.15	\$10,222.01	\$2,395.14	DP 239898	11/03/16
1/23-4/01/16 Feb-Mar 1516 Bill	\$0.00	\$0.00	\$0.00	04/19/16	341002	10557	04/19/16	\$7,985.52	\$0.00	\$7,985.52	DP 239898	11/03/16
05/27/16~06/30/16 June 2016	\$0.00	\$0.00	\$0.00	07/25/16	341244	10776	07/25/16	(\$10,222.01)	\$10,222.01)	\$0.00		
07/01/16~11/25/2016 Jul-Nov	\$0.00	\$0.00	\$200.00	12/07/16	350601	10852	12/07/16	\$332.91	\$0.00	\$132.91	DP 241373	01/10/17
04/29/17-06/30/17 MAY-JUNE	\$0.00	\$0.00	\$0.00	07/21/17	35229	11230	07/21/17	\$325.25	\$0.00	\$325.25	DP 246668	08/18/17
07/01/17-01/05/18 JULY-DEC	\$0.00	\$0.00	\$0.00	02/08/18	35110	11356	02/08/18	\$379.37	\$0.00	\$379.37	DP 251210	03/06/18
01/06/18-06/30/18	\$0.00	\$0.00	\$0.00	07/27/18	35210	11561	07/27/18	\$184.54	\$0.00	\$184.54	DP 255708	09/12/18
Deposit	\$3,000.00	\$0.00	\$0.00	08/16/18	DP 255038			\$0.00	\$0.00	\$0.00		
Total ADH EDH52	\$5,000.00	\$0.00	\$2,000.00					\$18,912.34	\$0.00	\$16,912.34		

Trust Balance for ADH EDH52: \$3,000.00

Notes

1. Billing Note: MANUAL CORRECTION #1

102.23 hours

ADH LANDSCAPING FOR CARS												
ADH LANDSCAPING FOR CARSON CROSSING DR												
Deposit	\$17,000.00	\$0.00	\$0.00	01/23/15	DP 224090			\$0.00	\$0.00	\$0.00		
11/1/14~01/23/15 Nov-Jan Billi	\$0.00	\$0.00	\$281.79	02/11/15	340801	10109	02/11/15	\$281.79	\$0.00	\$0.00		
1/24/15~04/17/15 Feb- Apr 20	\$0.00	\$0.00	\$52.84	05/14/15	341102	10179	05/14/15	\$52.84	\$0.00	\$0.00		
05/02/15~06/30/15 May- June	\$0.00	\$0.00	\$176.12	07/22/15	341242	10243	07/22/15	\$176.12	\$0.00	\$0.00		
Total ADH LANDSCAPIN	\$17,000.00	\$0.00	\$510.75					\$510.75	\$0.00	\$0.00		

LANDSCAPING FOR CARSON CROSSING DR: \$16,489.25

2.76 hours

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
<div style="border: 1px solid black; padding: 2px;"> ADH LESLIE LANE ADH LESLIE LANE GRADING </div>												
Deposit	\$1,345.00	\$0.00	\$0.00	10/27/06	DP 142972			\$0.00	\$0.00	\$0.00		
05/25-06/30/07 BILLING	\$0.00	\$0.00	\$1,210.50	06/30/07	301218	6484	07/27/07	\$6,515.98	\$5,305.48	\$0.00		
Deposit	\$16,831.48	\$0.00	\$0.00	08/24/07	DP 151075			\$0.00	\$0.00	\$0.00		
Deposit	\$5,305.00	\$0.00	\$0.00	08/24/07	DP 151075			\$0.00	\$0.00	\$0.00		
¹ Deposit-Correction/Adjustment	(\$5,305.00)	\$0.00	\$0.00	08/31/07	300202			\$0.00	\$0.00	\$0.00		
² Deposit-Correction/Adjustment	(\$0.48)	\$0.00	\$0.00	08/31/07	300202			\$0.00	\$0.00	\$0.00		
³ Payment	\$0.00	\$0.00	\$0.00					\$0.00	(\$5,305.48)	\$5,305.48	300202	08/31/07
⁴ Deposit-Correction/Adjustment	(\$60.00)	\$0.00	\$0.00	09/30/07	300302			\$0.00	\$0.00	\$0.00		
11/24/07-12/21/07 Dec Billings	\$0.00	\$0.00	\$263.15	01/15/08	300705	7032	01/15/08	\$263.15	\$0.00	\$0.00		
12/20/07 - 01/17/2008 Jan Billi	\$0.00	\$0.00	\$246.64	02/11/08	300806	7120	02/11/08	\$246.64	\$0.00	\$0.00		
⁵ 03/29/08 - 04/25/08 April Billin	\$0.00	\$0.00	(\$3.15)	05/13/08	301105	7437	05/13/08	(\$3.15)	\$0.00	\$0.00		
05/23/08 - 06/30/08 June Billin	\$0.00	\$0.00	\$349.77	07/18/08	301221	7696	07/18/08	\$349.77	\$0.00	\$0.00		
07/19/08 - 08/28/08 Aug Billing	\$0.00	\$0.00	\$563.20	09/19/08	300307	7883	09/19/08	\$563.20	\$0.00	\$0.00		
08/29/08 - 9/26/08 Sept Billing	\$0.00	\$0.00	\$112.64	10/13/08	300403	7986	10/13/08	\$112.64	\$0.00	\$0.00		
09/27/08 - 10/24/08 Oct Billing	\$0.00	\$0.00	\$112.64	11/10/08	300502	8068	11/10/08	\$112.64	\$0.00	\$0.00		
10/25/08 - 11/19/08 Nov Billing	\$0.00	\$0.00	\$112.64	12/15/08	300601	8163	12/15/08	\$112.64	\$0.00	\$0.00		
11/20/08 - 12/17/08 Dec Billing	\$0.00	\$0.00	\$225.28	01/13/09	300701	8262	01/13/09	\$225.28	\$0.00	\$0.00		
12/18/08 - 01/30/09 Jan Billing	\$0.00	\$0.00	\$130.28	02/13/09	300801	8336	02/13/09	\$130.28	\$0.00	\$0.00		
01/31/09 - 02/27/09 Feb Billing	\$0.00	\$0.00	\$137.77	03/20/09	300903	8424	03/20/09	\$137.77	\$0.00	\$0.00		
02/28/2009 - 03/27/2009 Mar	\$0.00	\$0.00	\$130.27	04/17/09	301003	8482	04/17/09	\$130.27	\$0.00	\$0.00		
07/01/09 - 12/16/09 July-Dec	\$0.00	\$0.00	\$104.04	02/03/10	300702	8662	02/03/10	\$104.04	\$0.00	\$0.00		
12/17/09 - 02/26/10 Jan - Feb	\$0.00	\$0.00	\$200.58	03/17/10	300905	8766	03/17/10	\$200.58	\$0.00	\$0.00		
02/23/13~04/05/13 March 201	\$0.00	\$0.00	\$166.13	04/23/13	301007	9672	04/23/13	\$166.13	\$0.00	\$0.00		
05/02/15~06/30/15 May- June	\$0.00	\$0.00	\$440.30	07/22/15	341242	10244	07/22/15	\$440.30	\$0.00	\$0.00		
07/01/2015-10/30/2015 Jul-Oct	\$0.00	\$0.00	\$353.30	11/25/15	340508	10316	11/25/15	\$353.30	\$0.00	\$0.00		

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
Total ADH LESLIE LANE	\$18,116.00	\$0.00	\$4,855.98					\$10,161.46	\$0.00	\$5,305.48		

Trust Balance for ADH LESLIE LANE: \$13,260.02

Notes

34.92 hours

1. s/b a payment not a deposit for invoice 6484.
2. s/b part of payment for inv. 6484
3. Payment was deposited into the trust but s/b to: 301000 1412 96000A had to correct two deposits to total amount of the invoice.
4. Move application fee to: 301000 1410 96000A reducing deposit by same.
5. Billing Note: DOKKEN 20049 Contract Surcharge Credit

6
ADH LOT 235/254
ADH LOT 235/254

Deposit-Correction/Adjustment	\$3,880.00	\$0.00	\$0.00	11/16/09	J12010012019			\$0.00	\$0.00	\$0.00
07/01/09 - 12/16/09 July-Dec	\$0.00	\$0.00	\$589.70	02/03/10	300702	8663	02/03/10	\$589.70	\$0.00	\$0.00
Total ADH LOT 235/254	\$3,880.00	\$0.00	\$589.70					\$589.70	\$0.00	\$0.00

Trust Balance for ADH LOT 235/254: \$3,290.30

3.18 hours

7
ADH MASTROSERIO
ADH MASTROSERIO

Deposit	\$768.00	\$0.00	\$0.00	10/22/10	DP 191129			\$0.00	\$0.00	\$0.00
09/25-10/22/10 Oct Billing	\$0.00	\$0.00	\$420.88	11/22/10	300508	8983	11/22/10	\$420.88	\$0.00	\$0.00
10/23-11/19/10 Nov Billing	\$0.00	\$0.00	\$70.15	12/17/10	300605	9031	12/17/10	\$70.15	\$0.00	\$0.00
Total ADH MASTROSER	\$768.00	\$0.00	\$491.03					\$491.03	\$0.00	\$0.00

Trust Balance for ADH MASTROSERIO: \$276.97

2.65 hours

8
ADH MUNOZ
ADH MUNOZ

Deposit	\$350.00	\$0.00	\$0.00	03/12/09	DP 176874			\$0.00	\$0.00	\$0.00
02/28/2009 - 03/27/2009 Mar	\$0.00	\$0.00	\$77.34	04/17/09	301003	8483	04/17/09	\$77.34	\$0.00	\$0.00

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
Total ADH MUNOZ	\$350.00	\$0.00	\$77.34					\$77.34	\$0.00	\$0.00		

Trust Balance for ADH MUNOZ: \$272.66

9

ADH PD 12-0003
ADH PD 12-0003

Deposit	\$6,000.00	\$0.00	\$0.00	12/02/14	DP 223094			\$0.00	\$0.00	\$0.00		
11/1/14~01/23/15 Nov-Jan Billi	\$0.00	\$0.00	\$2,861.95	02/11/15	340801	10110	02/11/15	\$2,861.95	\$0.00	\$0.00		
1/24/15~04/17/15 Feb- Apr 20	\$0.00	\$0.00	\$2,131.63	05/14/15	341102	10180	05/14/15	\$2,131.63	\$0.00	\$0.00		
05/02/15~06/30/15 May- June	\$0.00	\$0.00	\$406.42	07/22/15	341242	10245	07/22/15	\$1,967.95	\$0.00	\$1,561.53	DP 228766	08/07/15
07/01/2015-10/30/2015 Jul-Oct	\$0.00	\$0.00	\$0.00	11/25/15	340508	10317	11/25/15	\$1,362.14	\$0.00	\$1,362.14	DP 231845	12/16/15
10/31/15-01/22/16 Nov-Jan 15	\$0.00	\$0.00	\$0.00	02/04/16	340704	10456	02/04/16	\$5,919.06	\$0.00	\$5,919.06	DP 233656	03/03/16
1/23-4/01/16 Feb-Mar 1516 Bill	\$0.00	\$0.00	\$0.00	04/19/16	341002	10558	04/19/16	\$1,886.04	\$0.00	\$1,886.04	DP 235461	05/11/16
04/02/16-05/26/16 Apr-May 15	\$0.00	\$0.00	\$0.00	05/31/16	341201	10659	05/31/16	\$209.56	\$0.00	\$209.56	DP 237156	07/19/16
05/27/16~06/30/16 June 2016	\$0.00	\$0.00	\$0.00	07/25/16	341244	10777	07/25/16	\$419.12	\$0.00	\$419.12	DP 237924	08/17/16
01/06/18-06/30/18	\$0.00	\$0.00	\$600.00	07/27/18	35210	11562	07/27/18	\$54,025.63	\$0.00	\$53,425.63	DP 256001	09/25/18
Total ADH PD 12-0003	\$6,000.00	\$0.00	\$6,000.00					\$70,783.08	\$0.00	\$64,783.08		

Trust Balance for ADH PD 12-0003: \$0.00

382.61 hours.

ADH ROW COUNTRY CLUB
ADH ROW COUNTRY CLUB

Deposit	256,100.00	\$0.00	\$0.00	08/16/18	DP 255038			\$0.00	\$0.00	\$0.00		
Total ADH ROW COUNT	\$256,100.00	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00		

Trust Balance for ADH ROW COUNTRY CLUB: \$256,100.00

20

ADH SARATOGA ESTATES BLA
ADH SARATOGA ESTATES BLASTING

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
² Deposit	\$1,882.00	\$0.00	\$0.00	08/09/17	DP 246448			\$0.00	\$0.00	\$0.00		
Total ADH SARATOGA E	\$1,882.00	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00		

Balance for ADH SARATOGA ESTATES BLASTING: \$1,882.00

Notes

1 . DP 246448 CORR FROM PAYMENT TO TRUST

21
ADH SARATOGA EXT 71324
ADH SARATOGA EXT 71324

01/06/18-06/30/18	\$0.00	\$0.00	\$0.00	07/27/18	35210	11563	07/27/18	\$16,239.97	\$0.00	\$16,239.97	DP 255708	09/12/18
Total ADH SARATOGA E	\$0.00	\$0.00	\$0.00					\$16,239.97	\$0.00	\$16,239.97		

Trust Balance for ADH SARATOGA EXT 71324: \$0.00

87.78 hours

22
ADH SCHULTZ
ADH SCHULTZ 187906

Deposit	\$832.00	\$0.00	\$0.00	04/11/08	DP 157550			\$0.00	\$0.00	\$0.00		
03/29/08 - 04/25/08 April Billin	\$0.00	\$0.00	\$748.80	05/13/08	301105	7439	05/13/08	\$916.12	\$0.00	\$167.32	DP 159182	06/06/08
04/26/08 - 05/22/08 MAY BILLI	\$0.00	\$0.00	\$0.00	06/13/08	301206	7600	06/13/08	\$1,195.24	\$0.00	\$695.24	DP 159780	06/26/08
¹ Deposit	\$500.00	\$0.00	\$0.00	07/07/08	J12800084277			\$0.00	\$0.00	\$0.00		
05/23/08 - 06/30/08 June Billin	\$0.00	\$0.00	\$450.00	07/18/08	301221	7698	07/18/08	\$1,184.08	\$0.00	\$734.08	DP 160740	08/01/08
Payment	\$0.00	\$0.00	\$0.00			7600		\$0.00	\$0.00	\$500.00	DP 160740	08/01/08
Total ADH SCHULTZ	\$1,332.00	\$0.00	\$1,198.80					\$3,295.44	\$0.00	\$2,096.64		

Trust Balance for ADH SCHULTZ: \$133.20

Notes

1 . Corrects DP159375 correctly posts additional deposit to this project

17.81 hours.

23
ADH SERRANO PEDESTRIAN T
ADH SERRANO PEDESTRIAN TRAIL

Deposit	\$2,955.00	\$0.00	\$0.00	06/06/14	DP 219045			\$0.00	\$0.00	\$0.00		
05/03/14-06/30/14 May- June	\$0.00	\$0.00	\$2,659.50	07/23/14	301234	9965	07/23/14	\$2,852.67	\$0.00	\$193.17	DP 220982	08/29/14
07/01/14~10/31/14 Jul -Oct Bill	\$0.00	\$0.00	\$0.00	11/20/14	340507	10032	11/20/14	\$2,769.15	\$0.00	\$2,769.15	DP 223390	12/19/14

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
11/1/14~01/23/15 Nov-Jan Billi	\$0.00	\$0.00	\$0.00	02/11/15	340801	10111	02/11/15	\$228.96	\$0.00	\$228.96	DP 225423	03/20/15
1/24/15~04/17/15 Feb- Apr 20	\$0.00	\$0.00	\$0.00	05/14/15	341102	10181	05/14/15	\$906.04	\$0.00	\$906.04	DP 227449	06/16/15
05/02/15~06/30/15 May- June	\$0.00	\$0.00	\$0.00	07/22/15	341242	10246	07/22/15	\$1,297.73	\$0.00	\$1,297.73	DP 229047	08/19/15
07/01/2015-10/30/2015 Jul-Oct	\$0.00	\$0.00	\$0.00	11/25/15	340508	10318	11/25/15	\$9,910.24	\$0.00	\$9,910.24	DP 231845	12/16/15
10/31/15-01/22/16 Nov-Jan 15	\$0.00	\$0.00	\$0.00	02/04/16	340704	10457	02/04/16	\$5,977.00	\$0.00	\$5,977.00	DP 234322	03/29/16
1/23-4/01/16 Feb-Mar 1516 Bill	\$0.00	\$0.00	\$0.00	04/19/16	341002	10559	04/19/16	\$417.00	\$0.00	\$417.00	DP 235643	05/18/16
04/02/16-05/26/16 Apr-May 15	\$0.00	\$0.00	\$0.00	05/31/16	341201	10660	05/31/16	\$237.59	\$0.00	\$237.59	DP 237156	07/19/16
11/26/16~03/03/17 Dec-Feb	\$0.00	\$0.00	\$37.40	03/29/17	35116	10989	03/29/17	\$37.40	\$0.00	\$0.00		
Total ADH SERRANO PE	\$2,955.00	\$0.00	\$2,696.90					\$24,633.78	\$0.00	\$21,936.88		

Balance for ADH SERRANO PEDESTRIAN TRAIL: \$258.10

133.15 hours

ADH SIENNA RIDGE LANDSCAP												
ADH SIENNA RIDGE LANDSCAPE												
Deposit	\$5,000.00	\$0.00	\$0.00	12/11/18	DP 257765			\$0.00	\$0.00	\$0.00		
Total ADH SIENNA RIDG	\$5,000.00	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00		

Balance for ADH SIENNA RIDGE LANDSCAPE: \$5,000.00

24

ADH SILBERSTEIN												
ADH SILBERSTEIN												
Deposit	\$3,000.00	\$0.00	\$0.00	04/02/10	DP 186488			\$0.00	\$0.00	\$0.00		
04/24 -06/30/2010 MAY-JUNE	\$0.00	\$0.00	\$2,185.47	07/12/10	301214	8850	07/12/10	\$2,185.47	\$0.00	\$0.00		
09/25-10/22/10 Oct Billing	\$0.00	\$0.00	\$514.53	11/22/10	300508	8986	11/22/10	\$594.70	\$0.00	\$80.17	DP 192317	12/17/10
05/21/11 -06/30/11 June 2011	\$0.00	\$0.00	\$0.00	07/26/11	301255	9237	07/26/11	\$140.29	\$0.00	\$140.29	DP 198087	09/16/11
07/01/11 - 09/23/11 Jul - Sep 2	\$0.00	\$0.00	\$0.00	10/05/11	300304	9273	10/05/11	\$1,083.60	\$0.00	\$1,083.60	DP 198843	10/21/11
11/17/11-01/27/2012 Dec-Jan	\$0.00	\$0.00	\$0.00	02/14/12	300802	9364	02/14/12	\$866.88	\$0.00	\$866.88	DP 203724	06/15/12
01/28/12 -03/09/12 Feb 2012	\$0.00	\$0.00	\$0.00	04/09/12	301003	9409	04/09/12	\$180.60	\$0.00	\$180.60	DP 202956	05/11/12
04/07/12-06/01/12 April- May	\$0.00	\$0.00	\$0.00	06/15/12	301218	9469	06/15/12	\$413.67	\$0.00	\$413.67	DP 203724	06/15/12

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
Deposit	\$1,586.33	\$0.00	\$0.00	06/15/12	DP 203724			\$0.00	\$0.00	\$0.00		
Deposit	\$413.67	\$0.00	\$0.00	07/13/12	DP 204359			\$0.00	\$0.00	\$0.00		
06/02/12-06/30/12 JUNE BILLI	\$0.00	\$0.00	\$438.41	07/27/12	301247	9504	07/27/12	\$438.41	\$0.00	\$0.00		
07/01/12-10/05/12-Jul -Sep Bill	\$0.00	\$0.00	\$1,295.40	10/19/12	300402	9535	10/19/12	\$1,295.40	\$0.00	\$0.00		
12/01/12-02/22/13 Dec -Feb Bi	\$0.00	\$0.00	\$106.74	03/06/13	300901	9624	03/06/13	\$106.74	\$0.00	\$0.00		
Total ADH SILBERSTEIN	\$5,000.00	\$0.00	\$4,540.55					\$7,305.76	\$0.00	\$2,765.21		

Trust Balance for ADH SILBERSTEIN: \$459.45

39.49 hours

25
ADH SILVER DOVE WAY
ADH SILVER DOVE WAY

Deposit	\$2,000.00	\$0.00	\$0.00	10/18/13	DP 214144			\$0.00	\$0.00	\$0.00		
01/06/18-06/30/18	\$0.00	\$0.00	\$1,007.49	07/27/18	35210	11564	07/27/18	\$1,007.49	\$0.00	\$0.00		
Total ADH SILVER DOV	\$2,000.00	\$0.00	\$1,007.49					\$1,007.49	\$0.00	\$0.00		

Trust Balance for ADH SILVER DOVE WAY: \$992.51

5.44 hours.

20
ADH SLIFER RETAINING WALL
ADH SLIFER RET. WALL BLDG#180747

Deposit	\$1,000.00	\$0.00	\$0.00	07/17/07	DP 150009			\$0.00	\$0.00	\$0.00		
11/24/07-12/21/07 Dec Billings	\$0.00	\$0.00	\$900.00	01/15/08	300705	7034	01/15/08	\$1,184.15	\$0.00	\$284.15	DP 155263	01/25/08
03/29/08 - 04/25/08 April Billin	\$0.00	\$0.00	\$0.00	05/13/08	301105	7440	05/13/08	(\$14.15)	(\$14.15)	\$0.00		
Payment-Tx Overpmnt to trust	\$0.00	\$14.15	\$0.00	06/13/08	301206			\$0.00	\$14.15	(\$14.15)	In House	06/13/08
¹ Refund/Release Retention	(\$114.15)	\$0.00	\$0.00	04/11/11	CIDT20115762			\$0.00	\$0.00	\$0.00		
Stale Dated Check	\$114.15	\$0.00	\$0.00	04/11/11	CIDT20115762			\$0.00	\$0.00	\$0.00		
Total ADH SLIFER RETA	\$1,000.00	\$14.15	\$900.00					\$1,170.00	\$0.00	\$270.00		

Trust Balance for ADH SLIFER RETAINING WALL: \$114.15

Notes
6.32 hours
1. Refunded Trust Balance. Cam

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
27 ADH SPR 10-0011 VIKING												
ADH SPR 10-0011 VIKING												
Deposit	\$618.00	\$0.00	\$0.00	10/22/10	DP 191129			\$0.00	\$0.00	\$0.00		
09/25-10/22/10 Oct Billing	\$0.00	\$0.00	\$280.59	11/22/10	300508	8987	11/22/10	\$280.59	\$0.00	\$0.00		
Total ADH SPR 10-0011	\$618.00	\$0.00	\$280.59					\$280.59	\$0.00	\$0.00		

Trust Balance for ADH SPR 10-0011 VIKING: \$337.41

1.57 hours

18 ADH TRACY												
ADH TRACY												
Deposit	\$1,340.00	\$0.00	\$0.00	12/28/12	DP 207839			\$0.00	\$0.00	\$0.00		
02/23/13~04/05/13 March 201	\$0.00	\$0.00	\$1,104.00	04/23/13	301007	9674	04/23/13	\$1,104.00	\$0.00	\$0.00		
06/01/13~06/30/13 June Billing	\$0.00	\$0.00	\$102.00	07/31/13	301232	9763	07/31/13	\$201.50	\$0.00	\$99.50	DP 212753	08/16/13
07/01/13~11/29/2013 Jul- Nov	\$0.00	\$0.00	\$0.00	01/03/14	340602	9788	01/03/14	\$472.05	\$0.00	\$472.05	DP 216211	01/28/14
Total ADH TRACY	\$1,340.00	\$0.00	\$1,206.00					\$1,777.55	\$0.00	\$571.55		

Trust Balance for ADH TRACY: \$134.00

9.61 hours

29 ADH TS BASS LAKE NORTH												
ADH TS BASS LAKE NORTH												
Deposit	\$3,000.00	\$0.00	\$0.00	04/11/14	DP 217824			\$0.00	\$0.00	\$0.00		
01/25~04/18/14 Feb-Apr 2014	\$0.00	\$0.00	\$0.00	05/21/14	341102	9906	05/21/14	\$0.00	\$0.00	\$0.00		
11/1/14~01/23/15 Nov-Jan Billi	\$0.00	\$0.00	\$2,700.00	02/11/15	340801	10112	02/11/15	\$3,000.00	\$0.00	\$300.00	DP 224887	02/27/15
Deposit	\$3,500.00	\$0.00	\$0.00	04/14/16	DP 234773			\$0.00	\$0.00	\$0.00		
05/27/16~06/30/16 June 2016	\$0.00	\$0.00	\$2,447.50	07/25/16	341244	10778	07/25/16	\$2,447.50	\$0.00	\$0.00		
Total ADH TS BASS LAK	\$6,500.00	\$0.00	\$5,147.50					\$5,447.50	\$0.00	\$300.00		

Trust Balance for ADH TS BASS LAKE NORTH: \$1,352.50

29.44 hours

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
01/01/11-01/28/2011 Jan Billin	\$0.00	\$0.00	\$499.20	03/01/11	300804	9108	03/01/11	\$499.20	\$0.00	\$0.00		
03/26/11-05/20/11 April -May 2	\$0.00	\$0.00	\$998.40	05/26/11	301106	9204	05/26/11	\$998.40	\$0.00	\$0.00		
05/21/11 -06/30/11 June 2011	\$0.00	\$0.00	\$35.00	07/26/11	301255	9245	07/26/11	\$35.00	\$0.00	\$0.00		
07/01/13~11/29/2013 Jul- Nov	\$0.00	\$0.00	\$239.34	01/03/14	340602	9793	01/03/14	\$239.34	\$0.00	\$0.00		
Total ADH TS WILSON E	\$3,775.00	\$0.00	\$3,584.49					\$3,584.49	\$0.00	\$0.00		

Trust Balance for ADH TS WILSON ESTATES: \$190.51

ADH VICINI STOCKPILE #19405
ADH VICINI STOCKPILE #194055

Deposit	\$1,932.00	\$0.00	\$0.00	08/12/09	DP 180916			\$0.00	\$0.00	\$0.00		
07/01/09 - 12/16/09 July-Dec	\$0.00	\$0.00	\$208.14	02/03/10	300702	8677	02/03/10	\$208.14	\$0.00	\$0.00		
11/17/11-01/27/2012 Dec-Jan	\$0.00	\$0.00	\$104.63	02/14/12	300802	9366	02/14/12	\$104.63	\$0.00	\$0.00		
01/28/12 -03/09/12 Feb 2012	\$0.00	\$0.00	\$109.63	04/09/12	301003	9410	04/09/12	\$109.63	\$0.00	\$0.00		
06/02/12-06/30/12 JUNE BILLI	\$0.00	\$0.00	\$361.20	07/27/12	301247	9506	07/27/12	\$361.20	\$0.00	\$0.00		
07/01/12-10/05/12-Jul -Sep Bill	\$0.00	\$0.00	\$433.01	10/19/12	300402	9539	10/19/12	\$433.01	\$0.00	\$0.00		
Total ADH VICINI STOC	\$1,932.00	\$0.00	\$1,216.61					\$1,216.61	\$0.00	\$0.00		

Trust Balance for ADH VICINI STOCKPILE #194055: \$715.39

6.51 hours.

ADH WARE PROPERTY
ADH WARE PROPERTY-RETAINING WALL

Deposit	\$500.00	\$0.00	\$0.00	04/13/07	DP 147376			\$0.00	\$0.00	\$0.00		
Total ADH WARE PROP	\$500.00	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00		

Trust Balance for ADH WARE PROPERTY: \$500.00

ADH WVV 3B
WEST VALLEY VILLAGE 3B

County Engineer
Time and Materials Summary

	Deposits	Trust Payments	Billed To Trust	Transaction Date	Transaction Number	Invoice Number	Invoice Date	Invoice Total	Receivable	Payments on Acct	Deposit Number	Deposit Date
Deposit	\$1,000.00	\$0.00	\$0.00	07/12/13	DP 211990			\$0.00	\$0.00	\$0.00		
07/01/2015-10/30/2015 Jul-Oct	\$0.00	\$0.00	\$763.60	11/25/15	340508	10330	11/25/15	\$763.60	\$0.00	\$0.00		
Total ADH WVV 3B	\$1,000.00	\$0.00	\$763.60					\$763.60	\$0.00	\$0.00		

Trust Balance for ADH WVV 3B: \$236.40

4.12 hours

ADH YOU NEVER KNOW LLC #
ADH YOU NEVER KNOW LLC #194234

Deposit	\$1,840.00	\$0.00	\$0.00	08/21/09	DP 181152			\$0.00	\$0.00	\$0.00		
07/01/09 - 12/16/09 July-Dec	\$0.00	\$0.00	\$1,239.92	02/03/10	300702	8678	02/03/10	\$1,239.92	\$0.00	\$0.00		
04/24 -06/30/2010 MAY-JUNE	\$0.00	\$0.00	\$104.04	07/12/10	301214	8855	07/12/10	\$104.04	\$0.00	\$0.00		
Total ADH YOU NEVER	\$1,840.00	\$0.00	\$1,343.96					\$1,343.96	\$0.00	\$0.00		

Balance for ADH YOU NEVER KNOW LLC #194234: \$496.04

7.26 hours

BCG 185965
4560 GOLDEN FOOTHILL PKWY

¹ Deposit	\$22,896.17	\$0.00	\$0.00	08/19/15	In House			\$0.00	\$0.00	\$0.00		
Total BCG 185965	\$22,896.17	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00		

Trust Balance for BCG 185965: \$22,896.17

Notes

1. IN HOUSE TRANSFER OF RESIDUAL SRF BAL 7727305 TO CE 6/30/15

BCG 186400
4640 GOLDEN FOOTHILL

¹ Deposit	\$2,555.31	\$0.00	\$0.00	08/19/15	IN HOUSE			\$0.00	\$0.00	\$0.00		
² Trnsfr Trust Balance From Thi	(\$779.73)	\$0.00	\$0.00	01/28/16	IN HOUSE			\$0.00	\$0.00	\$0.00		
10/31/15-01/22/16 Nov-Jan 15	\$0.00	\$0.00	\$50.00	02/04/16	340704	10466	02/04/16	\$50.00	\$0.00	\$0.00		

Appeal

Appeal

SOURCE OF DATA - FOR HOURS

Data:

Hours from: 7/1/06 to 6/30/17
Total Appeal's:

Exceptions deleted from analysis:

Total exceptions deleted from analysis: _____ - -

Net Used for Analysis - -

HOURS PER UNIT

Number of Permits	1
Total hours	1.25
Average hour / Unit	1.25

COST PER HOUR

A Senior Civil Engineer is the classification of employee that should be tasked with this work.

That position's Labor Rate for FY 18/19 is \$ 184.31 /hour

FLAT FEE CALCULATION

Current cost per hour	\$	184.31		
x hours		1.25		
Proposed Flat Fee =	\$	230.39		
Rounded to	\$	230.00		

PRIOR FEE COMPARISON

Current fee	\$	50.00		
Proposed fee	\$	230.00		
Net increase	\$	180		

Other Information and Issues

In an interview from a Sr. Civil Engineer, it takes 1.25 hours to process an Appeal on average. In 2015/16, the old fee was not changed and with the increase in appeals, Transportation staff is not recouping costs.

Department of Transportation is recommending full cost recovery at \$230.00 for an Appeal.



Jennifer Larson <jennifer.larson@edcgov.us>

Re: fee update

Sarah Beal <sarah.beal@edcgov.us>
To: Jennifer Larson <jennifer.larson@edcgov.us>
Cc: Julie Millard <julie.millard@edcgov.us>

Tue, Mar 19, 2019 at 8:30 AM

Hi Jennifer,

I did talk with Andrew. He said since Planning's appeals are much more complicated than ours, we'd like to keep the increase to \$239. Can you manage to figure a work-up like the others we are increasing based on a Sr. Civil Engineer's wage to justify the increase from \$50 to the \$239?

Thanks,

Sarah

On Mon, Mar 18, 2019 at 4:56 PM Jennifer Larson <jennifer.larson@edcgov.us> wrote:
[Quoted text hidden]
[Quoted text hidden]

3/19/19 - spoke with adam bane, Sr. Civil Eng, 1.25 hours is a good start to increase to recoup some costs. Will need time candy done next fee update.

Road Encroachment Permit Renewal

Permit Renewal

SOURCE OF DATA - FOR HOURS

Data:

Hours from: 7/1/11 to 6/30/17
 Total Permit Renewals -

Exceptions deleted from analysis:

Total exceptions deleted from analysis: -

Net Used for Analysis -

HOURS PER UNIT

Number of Permits	1
Total hours	0.50
Average hour / Unit	0.50

COST PER HOUR

A Senior Development Technician is the classification of employee that should be tasked with this work.

That position's Labor Rate for FY 18/19 is \$ 115.44 /hour

FLAT FEE CALCULATION

Current cost per hour	\$	115.44
x hours		0.50
Proposed Flat Fee =	\$	57.72
Rounded to	\$	58.00

PRIOR FEE COMPARISON

Current fee	\$	-
Proposed fee	\$	58.00
Net increase		

Other Information and Issues

Interviews were conducted on 10/26/17. A Senior Development Technician, recommends this renewal process should be a half hour of work. In order to complete the process, the Development Technician needs to pull the file and do the proper updating of the permit to process the renewal.

Department of Transportation is recommending full cost recovery at \$58.00 for a Road Encroachment Permit Renewal.



Jennifer Larson <jennifer.larson@edcgov.us>

Justification for Fees

Andrew Gaber <andrew.gaber@edcgov.us>

Wed, Nov 8, 2017 at 8:52 AM

To: Jennifer Larson <jennifer.larson@edcgov.us>

Cc: Greg Hicks <greg.hicks@edcgov.us>, LeeAnn Scheuring <leeann.scheuring@edcgov.us>

For the AOE's, (Abandonment of Easement) DOT staff reviews the easements to ensure that there aren't necessary for future facilities, extensions or that the County has facilities within them. These easements can be for storm drains, roadways, trails, public facilities, utilities, etc. The Surveyor's office is the primary point of contact and handles the technical review of these documents and takes them to the BOS. We do our review of the need for the easement as a part of the Surveyor's approval process.

For IOD's (Irrevocable Offers of Dedications) these are for future County or public roads or facilities and DOT staff reviews them to ensure they match improvement plans, specific plans, final maps, etc. Either the Surveyor's office or DOT can be the lead on processing these depending on the project. When the Surveyor's office is the lead, DOT staff reviews them as stated above. When DOT is the lead, the IOD's are typically part of a larger project and we just charge T&M for the processing.

General Vacations are processed when we receive a request to vacate a parcel of public ROW such as a roadway. DOT staff works with the applicant to prepare and process the necessary documents to determine if we can vacate the ROW, send it to the BOS for approval and then record the appropriate documents. We do not have a formal fee or authority to collect T&M for these at this time so staff time is typically charged to County Engineer overhead. We typically do not see these very frequently, but we anticipate seeing more of these the next few years as we try and shed unneeded parcels.

For the Encroachment Permit renewals, a typical situation is that a property owner has obtained a permit for a new driveway, but due to construction delays, funding delays, whatever, they are unable to complete construction within the stated time frame. When this happens with a building permit, Building is able to extend the permit. We are asking for creation of this fee so that we can extend these permits also without requiring a new permit.

From DOT's perspective, we don't see too many of the AOE's, IOD's or GV's, but they do occur often enough that it seems appropriate to create the fee categories. The alternative is for us to continue charging to County Engineer GFGI for our time on these.

On Thu, Nov 2, 2017 at 2:26 PM, Jennifer Larson <jennifer.larson@edcgov.us> wrote:

Hello,

Creighton is requesting a justification for the new fees that are being added for the departments. Can you please reply to this email with reason for the following fees:

- AOE
- IOD
- Permit Renewal (Road Encroachments)
- General Vacation

Thank you.

--

Sincerely,

Jennifer Larson

Accountant II

County of El Dorado

Community Development Services

Administration and Finance

2850 Fairlane Court

Placerville, CA 95667

OBSTRUCTION PERMIT: PERSONAL PROPERTY

Road Encroachments - Obstruction Permits: Personal Property

The encroachment ordinance allows for fences, structures, retaining walls, etc. to be placed in the County right-of-way. The bulk of the permits originate as complaints.

SOURCE OF DATA - FOR HOURS

Data:

Hours from: 7/1/11 to 6/30/14

Total Obstruction Permit -

Exceptions deleted from analysis:

Total exceptions deleted from analysis: -

Net Used for Analysis -

HOURS PER UNIT

Number of Permits	1
Total hours: Sr Engineer Tech	3.00
Total hours: Sr. Civil Engineer	1.00
Average hour / Unit	4.00

COST PER HOUR

A Senior Engineering Technician is the classification of employee that should be tasked with this work.

That position's Labor Rate for FY 18/19 is \$ 121.90 /hour

A Senior Civil Engineer is the classification of employee that should be tasked with this work.

That position's Labor Rate for FY 18/19 is \$ 184.31 /hour

FLAT FEE CALCULATION

Current cost per hour per Tech	\$	121.90		
x hours		3.00		
		365.70		
Current cost per hour per Civil	\$	184.31		
x hours		1.00		
		184.31		
Proposed Flat Fee =	\$	550.01		
Rounded to	\$	550.00		

PRIOR FEE COMPARISON

Current fee	\$	-		
Proposed fee	\$	550.00		
Net increase				

Other Information and Issues

In an email from a Senior Engineering Technician, can take 3 hours to complete. The application takes 1 hour and the final inspection and file close out can take up to 2 hours. The tech reviews the proposed site locations and determines if the locations are with in the right-of-way and meet County standards (adequate sight lines, etc.). The Senior Civil Engineer will take 1 hour to do a final review and approval of the permit. The total hours to complete the permit is 4 hours.

Department of Transportation is recommending full cost recovery at \$550.00 for a Road Encroachment - Obstruction Permit: Personal Property.



Jennifer Larson <jennifer.larson@edcgov.us>

Obstruction Permits

Leah Rademacher <leah.rademacher@edcgov.us>

Mon, Oct 30, 2017 at 5:05 PM

To: Jennifer Larson <jennifer.larson@edcgov.us>

Cc: Greg Hicks <greg.hicks@edcgov.us>, LeeAnn Scheuring <leeann.scheuring@edcgov.us>

Hi Jennifer,

There are two main types of obstruction permits that we issue:

- 1. Subdivision Ladder Signs
- 2. Personal property in right-of-way

The obstruction permits issued for the subdivision ladder signs average around 4.5 hours per permit (plan check and a minimum of 2 inspections). The sign ordinance allows for subdivision ladder signs to be placed within the County right-of-way. We review the proposed site locations and determine if the locations are within the right-of-way and meet County standards (adequate sight lines, etc).

w/o hold harmless

The second category addresses personal property (fences, structures, retaining walls, etc) placed in the right-of-way. Most of these permits originate as complaints (bulk of the hours are assigned to the complaint). Once the permit is issued, the final inspection and closeout process take approximately 2 hours. We are currently discussing whether this category needs to be accompanied by a Hold Harmless Agreement so that the permit information is carried over to futures owners. If we decide to add the Hold Harmless Agreement then an additional 8 hours (minimum) of staff time needs to be added.

The notes above do not include the application process. *1 hour*

The AOE's are currently being charged as GF/GI. The AOE number is not assigned to the project at the time DOT processes the request (from the Surveyor's Office or from the applicant). We are averaging about 7 hours to process the AOE. DOT reviews the plans, perform inspections and determines if the abandonment is acceptable.

Thank you

Leah Rademacher
Sr. Engineering Technician

County of El Dorado
Department of Transportation
2850 Fairlane Court
Placerville, CA 95667
(530) 621-5933 / FAX (530) 621-2030
leah.rademacher@edcgov.us

[Quoted text hidden]

OBSTRUCTION PERMIT: PERSONAL PROPERTY with Hold Harmless

Road Encroachments - Obstruction Permits: Personal Property

The sign ordinance allows for fences, structures, retaining walls, etc. to be placed in the County right-of-way. The bulk of the permits originate as complaints. These permits can be issued with a Hold Harmless Agreement so that the permit information is carried over to the future owners.

SOURCE OF DATA - FOR HOURS

Data:

Hours from: 7/1/11 to 6/30/14

Total Obstruction Permits -

Exceptions deleted from analysis:

Total exceptions deleted from analysis: -

Net Used for Analysis -

HOURS PER UNIT

Number of Permits	1
Total hours: Sr Engineer	11.00
Total hours: Sr. Civil En	1.00
Average hour / Unit	12.00

COST PER HOUR

A Senior Engineering Technician is the classification of employee that should be tasked with this work.
That position's Labor Rate for FY 18/19 is \$ 121.90 /hour

A Senior Civil Engineer is the classification of employee that should be tasked with this work.
That position's Labor Rate for FY 18/19 is \$ 184.31 /hour

FLAT FEE CALCULATION

Current cost per hour pe \$	121.90
x hours	11.00
	1340.90

Current cost per hour pe \$	184.31
x hours	1.00
	184.31

Proposed Flat Fee =	\$ 1,525.21
Rounded to	\$ 1,525.00

PRIOR FEE COMPARISON

Current fee	\$ -
Proposed fee	\$ 1,525.00
Net increase	

Other Information and Issues

In an email from a Senior Engineering Tech, can take 11 hours to complete. The application takes 1 hour and the final inspection and inspections can take up to 2 hours. The Hold Harmless Agreement will take a minimum of 8 hours to complete. The tech reviews the proposed site locations and determines if the locations are with in the right-of-way and meet County standards (adequate sight lines, etc.). The Senior Civil Engineer will take 1 hour to do a final review and approval of the permit.

The Agency is recommending full cost recovery at \$1,525.00 for a Road Encroachment - Obstruction Permits: Personal Property with Hold Harness.



Jennifer Larson <jennifer.larson@edcgov.us>

Obstruction Permits

Leah Rademacher <leah.rademacher@edcgov.us>

Mon, Oct 30, 2017 at 5:05 PM

To: Jennifer Larson <jennifer.larson@edcgov.us>

Cc: Greg Hicks <greg.hicks@edcgov.us>, LeeAnn Scheuring <leeann.scheuring@edcgov.us>

Hi Jennifer,

There are two main types of obstruction permits that we issue:

1. Subdivision Ladder Signs
2. Personal property in right-of-way

The obstruction permits issued for the subdivision ladder signs average around 4.5 hours per permit (plan check and a minimum of 2 inspections). The sign ordinance allows for subdivision ladder signs to be placed within the County right-of-way. We review the proposed site locations and determine if the locations are within the right-of-way and meet County standards (adequate sight lines, etc).

w/hold harmless

The second category addresses personal property (fences, structures, retaining walls, etc) placed in the right-of-way. Most of these permits originate as complaints (bulk of the hours are assigned to the complaint). Once the permit is issued, the final inspection and closeout process take approximately 2 hours. We are currently discussing whether this category needs to be accompanied by a Hold Harmless Agreement so that the permit information is carried over to futures owners. If we decide to add the Hold Harmless Agreement then an additional 8 hours (minimum) of staff time needs to be added.

The notes above do not include the application process. *1 hour*

The AOE's are currently being charged as GF/GI. The AOE number is not assigned to the project at the time DOT processes the request (from the Surveyor's Office or from the applicant). We are averaging about 7 hours to process the AOE. DOT reviews the plans, perform inspections and determines if the abandonment is acceptable.

Thank you

Leah Rademacher
Sr. Engineering Technician

County of El Dorado
Department of Transportation
2850 Fairlane Court
Placerville, CA 95667
(530) 621-5933 / FAX (530) 621-2030
leah.rademacher@edcgov.us

[Quoted text hidden]

OBSTRUCTION PERMIT: SUBDIVISION LADDER SIGN

Road Encroachments - Obstruction Permit

The encroachment ordinance allows for subdivisions ladders signs to be placed within the County right-of-way.

SOURCE OF DATA - FOR HOURS

Data:

Hours from: 7/1/11 to 6/30/14

Total Obstruction Permits -

Exceptions deleted from analysis:

Total exceptions deleted from analysis: -

Net Used for Analysis -

HOURS PER UNIT

Number of Permits	1
Total hours: Sr Engineer	4.50
Total hours: Sr. Civil En	1.00
Average hour / Unit	5.50

COST PER HOUR

A Senior Engineering Technician is the classification of employee that should be tasked with this work.

That position's Labor Rate for FY 18/19 is \$ 121.90 /hour

A Senior Civil Engineer is the classification of employee that should be tasked with this work.

That position's Labor Rate for FY 18/19 is \$ 184.31 /hour

FLAT FEE CALCULATION

Current cost per hour pe \$	121.90
x hours	4.50
	548.55

Current cost per hour pe \$	184.31
x hours	1.00
	184.31

Proposed Flat Fee =	\$ 732.86
Rounded to	\$ 733.00

PRIOR FEE COMPARISON

Current fee	\$ -
Proposed fee	\$ 733.00
Net increase	

Other Information and Issues

In an email from a Senior Engineering Technician, plan check and a minimum of 2 inspections take 4.5 hours to complete. The application takes 1 hour. The tech reviews the proposed site locations and determines if the locations are within the right-of-way and meet County standards (adequate sight lines, etc.). The Senior Civil Engineer will take 1 hour to do a final review and approval of the permit.

The Agency is recommending full cost recovery at \$733.00 for a Road Encroachments - Obstruction Permit: Subdivision Ladder Sign.



Jennifer Larson <jennifer.larson@edcgov.us>

Obstruction Permits

Leah Rademacher <leah.rademacher@edcgov.us>

Mon, Oct 30, 2017 at 5:05 PM

To: Jennifer Larson <jennifer.larson@edcgov.us>

Cc: Greg Hicks <greg.hicks@edcgov.us>, LeeAnn Scheuring <leeann.scheuring@edcgov.us>

Hi Jennifer,

There are two main types of obstruction permits that we issue:

1. Subdivision Ladder Signs
2. Personal property in right-of-way

The obstruction permits issued for the subdivision ladder signs average around 4.5 hours per permit (plan check and a minimum of 2 inspections). The sign ordinance allows for subdivision ladder signs to be placed within the County right-of-way. We review the proposed site locations and determine if the locations are within the right-of-way and meet County standards (adequate sight lines, etc).

The second category addresses personal property (fences, structures, retaining walls, etc) placed in the right-of-way. Most of these permits originate as complaints (bulk of the hours are assigned to the complaint). Once the permit is issued, the final inspection and closeout process take approximately 2 hours. We are currently discussing whether this category needs to be accompanied by a Hold Harmless Agreement so that the permit information is carried over to futures owners. If we decide to add the Hold Harmless Agreement then an additional 8 hours (minimum) of staff time needs to be added.

The notes above do not include the application process.

The AOE's are currently being charged as GF/GI. The AOE number is not assigned to the project at the time DOT processes the request (from the Surveyor's Office or from the applicant). We are averaging about 7 hours to process the AOE. DOT reviews the plans, perform inspections and determines if the abandonment is acceptable.

Thank you

Leah Rademacher
Sr. Engineering Technician

County of El Dorado
Department of Transportation
2850 Fairlane Court
Placerville, CA 95667
(530) 621-5933 / FAX (530) 621-2030
leah.rademacher@edcgov.us

[Quoted text hidden]

Financial Impact Analysis / Public Facilities Financing Plan

FIA / PFFP

SOURCE OF DATA - FOR HOURS

Data:

Hours from: 1/6/06 to 12/30/2018

Total FIA / PFFP:

Exceptions deleted from analysis:

Total exceptions deleted from analysis:

Net Used for Analysis

- -
- -

HOURS PER UNIT

Number of Projects	0
Total hours	0.00
Average hour / Unit	0.00

COST PER HOUR

A Senior Civil Engineer is the classification of employee that should be tasked with this work.

That position's Labor Rate for FY 18/19 is \$ 184.31 /hour

FLAT FEE CALCULATION

Current cost per hour	\$	184.31		
x hours		-		
Proposed Flat Fee =	\$	-		
Rounded to	\$	-		

PRIOR FEE COMPARISON

Current fee	\$	-	
Proposed fee	\$	1,000.00	
Net increase	\$	1,000	

Other Information and Issues

Financial Impact Analysis (FIA)

In interviews with the Deputy Director and Senior Civil Engineer, an FIA can be prepared in conjunction with a specific development project or specific plan or a County initiated project. The purpose of a FIA is to determine the benefits and costs associated with that project relative to County services or infrastructure. Since FIA's vary based on the scope of the project, number of parcels, number of property owners involved, proposed number of, and type, of developable lots and required improvements, the types of services affected, the scope of County staff involvement in preparation of the FIA will vary. Therefore, it is recommended that a deposit be collected and that the project be billed on a time and materials basis.

Public Facility Financing Plan (PFFP)

In interviews with the Deputy Director and Senior Civil Engineer, a PFFP is prepared in conjunction with a specific plan and describes the backbone infrastructure and other public facilities required to serve the development and how the costs for those public facilities will be split amongst the property owners. County staff is involved in determining what facilities will be necessary, when, and how costs should be allocated. Since specific plans vary based on the number of parcels, number of property owners involved, proposed number of, and type, of developable lots and the required improvements, the scope of County staff involvement in preparation of the PFFP will vary. Therefore, it is recommended that a deposit be collected and the projects be billed on a time and materials basis.

The Department of Transportation is recommending full cost recovery at Time and Materials with a \$1,000.00 deposit for an Financial Impact Analysis / Public Facilities Financing Plan.

General Vacation

General Vacation

When affected property owners wish to have an existing public street, highway, or public service easement vacated by the County.

SOURCE OF DATA - FOR HOURS

Data:

Hours from: 7/1/06 to 6/30/17

Total General Vacations	7
--------------------------------	---

Exceptions deleted from analysis:

Total exceptions deleted from analysis:	-	-
	Net Used for Analysis:	7

HOURS PER UNIT

Number of Permits	7
Total hours	781.50
Average hour / Unit	111.64

COST PER HOUR

An Senior Civil Engineer is the classification of employee that should be tasked with this work.

That position's Labor Rate for FY 18/19 is \$ 184.31 /hour

That position's Labor Rate for FY 14/15 is

FLAT FEE CALCULATION

Current cost per hour	\$ 184.31	
x hours	111.64	
Proposed Flat Fee =	\$ 20,576.37	
Rounded to	\$ 20,576.00	

PRIOR FEE COMPARISON

Current fee	\$ 1,444.00	
Proposed fee	\$1500, T&M	
Net increase	\$56, T&M	

Other Information and Issues

The time data analyzed for this time period identified 7 projects. The 781.50 hours that were charged to 7 projects were used to calculate the fee. The mean time spent for each General Vacation is 111.64 hrs. The 111.64 hours multiplied by the current billable rate for the job classification for a Senior Civil Engineer is rounded to the nearest whole dollar at \$20,576.00 per permit.

Department of Transportation is recommending a Time and Materials basis for this project with a \$1,500 deposit for a General Vacation.



MAINTENANCE DIVISION:
 2441 Headington Road
 Placerville CA 95667
 Phone: (530) 642-4909
 Fax: (530) 642-9238

JAMES W. WARE, P.E.
 Director of Transportation

 Internet Web Site:
<http://co.el-dorado.ca.us/dot>

MAIN OFFICE:
 2850 Fairlane Court
 Placerville CA 95667
 Phone: (530) 621-5900
 Fax: (530) 626-0387



**GENERAL VACATION OF A
 PUBLIC STREET, HIGHWAY OR PUBLIC SERVICE EASEMENT**

This process is necessary when affected property owners wish to have an existing public street, highway or public service easement vacated by the County.

The authority to invoke the process of vacating (abandoning) an existing public street, highway (fee title) or public service easement (non-fee title) over, under and/or across property situated in the unincorporated area on El Dorado County, by the County is established and procedures stated under Sections 8320, 8321, 8322, 8323, 8324, 8325, 8335, 8340, 8341, 8348, 8350, 8351, 8353 and 8356 of the California Streets and Highways Code, which authorizes the Board of Supervisors, at their discretion, to vacate a public street, highway, or public service easement. As stated under Section 8321, (a) *Ten (10) or more freeholders may petition the Board of Supervisors to vacate a street or highway under this chapter. At least **two of the petitioners shall be residents of the road district in which some part of the street or highway proposed to be vacated is situated, and shall be taxable therein for street or highway purposes;*** (b) Five or more freeholders may petition the Board of Supervisors to vacate a public service easement under this chapter. At least one of the petitioners shall be a resident of the township in which the public service easement proposed to be vacated is situated; (c) The residence address of each petitioner shall be set forth in the petition.

PROCESS:

1. The applicant submits a completed General Vacation Application to DOT for review. Please see the section titled "Required Materials" for a complete list of attachments to the application. The non-refundable processing fee for a General Vacation Application is \$1,444.00.
2. Various departments within the DOT review the proposed General Vacation. This step takes approximately six to eight weeks.
3. A General Vacation of a public roadway or highway requires a finding of consistency with the General Plan. The DOT forwards the necessary documents to the Planning Department for review and to determine if the proposed vacation is consistent with the General Plan. A staff report is then prepared by the Planning Department for the Planning Commission. The Planning Commission hears the item, and votes to either make a positive or negative recommendation of the proposed General Vacation to the Board of Supervisors. This step generally takes 10 to 12 weeks.
4. After the item has been heard by the Planning Commission, a Resolution of Intention to Vacate, setting the date, time and place of the General Vacation hearing, is prepared and submitted to County Counsel for review and approval. Once the package is approved, the item is scheduled for the next available Board of Supervisors meeting. This step generally takes 6 to 8 weeks.



Jennifer Larson <jennifer.larson@edcgov.us>

Justification for Fees

Andrew Gaber <andrew.gaber@edcgov.us>

Wed, Nov 8, 2017 at 8:52 AM

To: Jennifer Larson <jennifer.larson@edcgov.us>

Cc: Greg Hicks <greg.hicks@edcgov.us>, LeeAnn Scheuring <leeann.scheuring@edcgov.us>

For the AOE's, (Abandonment of Easement) DOT staff reviews the easements to ensure that there aren't necessary for future facilities, extensions or that the County has facilities within them. These easements can be for storm drains, roadways, trails, public facilities, utilities, etc. The Surveyor's office is the primary point of contact and handles the technical review of these documents and takes them to the BOS. We do our review of the need for the easement as a part of the Surveyor's approval process.

For IOD's (Irrevocable Offers of Dedications) these are for future County or public roads or facilities and DOT staff reviews them to ensure they match improvement plans, specific plans, final maps, etc. Either the Surveyor's office or DOT can be the lead on processing these depending on the project. When the Surveyor's office is the lead, DOT staff reviews them as stated above. When DOT is the lead, the IOD's are typically part of a larger project and we just charge T&M for the processing.

General Vacations are processed when we receive a request to vacate a parcel of public ROW such as a roadway. DOT staff works with the applicant to prepare and process the necessary documents to determine if we can vacate the ROW, send it to the BOS for approval and then record the appropriate documents. We do not have a formal fee or authority to collect T&M for these at this time so staff time is typically charged to County Engineer overhead. We typically do not see these very frequently, but we anticipate seeing more of these the next few years as we try and shed unneeded parcels.

For the Encroachment Permit renewals, a typical situation is that a property owner has obtained a permit for a new driveway, but due to construction delays, funding delays, whatever, they are unable to complete construction within the stated time frame. When this happens with a building permit, Building is able to extend the permit. We are asking for creation of this fee so that we can extend these permits also without requiring a new permit.

From DOT's perspective, we don't see too many of the AOE's, IOD's or GV's, but they do occur often enough that it seems appropriate to create the fee categories. The alternative is for us to continue charging to County Engineer GFGL for our time on these.

On Thu, Nov 2, 2017 at 2:26 PM, Jennifer Larson <jennifer.larson@edcgov.us> wrote:

Hello,

Creighton is requesting a justification for the new fees that are being added for the departments. Can you please reply to this email with reason for the following fees:

- AOE
- IOD
- Permit Renewal (Road Encroachments)
- General Vacation

Thank you.

--

Sincerely,

Jennifer Larson
Accountant II

County of El Dorado
Community Development Services
Administration and Finance
2850 Fairlane Court
Placerville, CA 95667



Project Tracking Report

PayPeriod 1/6/2006 thru 10/27/2017, WO = 33225

Employee	Date	Task	Description	Labor Hours	Additional Info
Project No: 33225		Abandonment Of Easement - General Vacation			
A					
dgruber	08/21/06	A	Note: GV 2005-04 - RIVER ROAD	0.50	
dgruber	08/23/06	A	Note: GV 2005-03	1.50	
dgruber	08/23/06	A	Note: GV 2005-03	1.00	
dgruber	08/23/06	A	Note: GV 2005-01	2.50	
dgruber	08/23/06	A	Note: GV 2006-02	0.50	
dgruber	08/24/06	A		0.75	GV 2005-01
dgruber	08/24/06	A		0.75	GV 2005-03
dgruber	08/24/06	A		1.00	GV 2005-03
dgruber	08/29/06	A	Note: Mt. Aukum bridge	4.50	GV 2005-03
dgruber	08/29/06	A	Note: Sunset Lane	4.25	GV 2005-01
dgruber	08/30/06	A	Note: Sunset Lane	4.00	GV 2005-01
dgruber	08/30/06	A	Note: Mt. Aukum bridge	2.00	GV 2005-03
dgruber	08/30/06	A	Note: Mt. Aukum bridge	0.50	GV 2005-03
dgruber	08/31/06	A		1.00	GV 2005-03
dgruber	08/31/06	A		1.00	GV 2005-01
dgruber	09/01/06	A	Note: MT AUKUM BRIDGE	1.00	GV 2005-03
dgruber	09/01/06	A		1.00	GV 2005-01
dgruber	09/05/06	A	Note: Mt. Aukum bridge	5.25	GV 2005-03
dgruber	09/05/06	A	Note: Sunset Lane	5.25	GV 2005-01
dgruber	09/06/06	A	Note: Mt. Aukum bridge & road	0.50	GV 2005-03
dgruber	09/06/06	A	Note: Sunset Lane	1.50	GV 2005-01
dgruber	09/06/06	A	Note: Sunset Lane	1.75	GV 2005-01
dgruber	09/06/06	A	Note: Mt. Aukum bridge	1.50	GV 2005-03
dgruber	09/06/06	A	Note: Mt aukum bridge	1.75	GV 2005-03
dgruber	09/07/06	A	Note: Sunset Ln	1.75	GV 2005-01
dgruber	09/07/06	A	Note: Mt. Aukum bridge	1.75	GV 2005-03
dgruber	09/08/06	A	Note: Sunset Ln	2.50	GV 2005-01
dgruber	09/08/06	A	Note: Sunset Ln	2.00	GV 2005-01
dgruber	09/08/06	A	Note: Mt. Aukum bridge	2.00	GV 2005-03
dgruber	09/11/06	A	Note: Mt. Aukum bridge	4.50	GV 2005-03
dgruber	09/11/06	A		4.50	GV 2005-01
dgruber	09/12/06	A	Note: Mt Aukum bridge	2.75	GV 2005-03
dgruber	09/12/06	A	Note: Sunset Lane	4.25	GV 2005-01
dgruber	09/13/06	A	Note: Old River Road, Coloma	1.50	GV 2006-02
dgruber	09/13/06	A	Note: Sleepy Hollow HOA	0.50	GV 2005-02
dgruber	09/15/06	A		1.25	GV 2006-02



Time Keeping Project Tracking Report

PayPeriod 1/6/2006 thru 10/27/2017, WO = 33225

Employee	Date	Task	Description	Labor Hours	Additional Info
dgruber	09/20/06	A		0.25	GV 05-0001
dgruber	09/20/06	A	Note: River Road, coloma	5.50	GV 06-0002
dgruber	09/28/06	A	Note: Sunset Ln	0.50	GV 05-0001
dgruber	09/29/06	A	Note: River Rd, Coloma	2.00	GV 06-0002
dgruber	10/04/06	A	Note: Sunset Lane	0.50	GV05-0001
dgruber	10/04/06	A	Note: River Road, Coloma	2.00	gv 06-0002
dgruber	10/10/06	A	Note: OLD RIVER RD, COLOMA	1.50	GV 06-0002
dgruber	10/11/06	A	Note: Sunset Lane	1.50	GV 05-0001
dgruber	10/12/06	A	Note: Old River Rd, Coloma	4.50	GV 06-0002
dgruber	10/13/06	A	Note: RIVER RD, COLOMA	2.50	GV 06-0002
dgruber	10/16/06	A	Note: River Rd	1.50	GV 06-0002
dgruber	10/17/06	A	Note: RIVER RD	1.00	GV 06-0002
dgruber	11/01/06	A	Note: Sleepy Hollow HOA	5.25	GV #05-0002
dgruber	11/07/06	A		1.50	GV 05-0002
dgruber	11/09/06	A	Note: SLEEPY HOLLOW HOA	2.00	GV #05-0002
dgruber	11/09/06	A	Note: River Road, Coloma	3.00	GV #06-0002
dhaynes	11/13/06	A	Note: Sleepy Hollow Subdivision	1.00	2005-02
dgruber	11/13/06	A	Note: Sunset Lane	1.00	GV 05-0001
dgruber	11/13/06	A	Note: Mt. Aukum bridge	1.00	GV 05-0003
dgruber	11/13/06	A		2.50	GV 06-0002
dgruber	11/14/06	A		1.25	GV #05-0002
dgruber	11/15/06	A	Note: River Rd, Coloma	1.00	GV 06-0002
dgruber	11/16/06	A	Note: River Road	1.25	GV06-0002
dgruber	11/17/06	A		4.00	GV 06-0002
dgruber	11/27/06	A	Note: River Rd	1.75	GV 06-0002
dgruber	11/27/06	A	Note: Sleepy Hollow HOA	1.50	gv 05-0002
dgruber	11/29/06	A		2.50	GV 05-0002
dgruber	11/30/06	A		4.00	GV 06-0002
dgruber	12/05/06	A	Note: River Road	3.25	GV 06-0002
dgruber	12/11/06	A	Note: River Road, Coloma	5.00	GV 06-0002
dgruber	12/14/06	A	Note: River Rd	4.25	GV 06-0002
dgruber	12/15/06	A	Note: River Rd, Coloma	4.25	GV 06-0002
jmoore	01/05/07	A		2.00	
jmoore	01/08/07	A		4.00	
jduchscherer	01/09/07	A		0.50	2007-0003
jduchscherer	01/09/07	A		0.50	2007-0002
jduchscherer	01/09/07	A		0.50	2007-0001
jduchscherer	01/09/07	A		0.50	2007-0004
jmoore	01/09/07	A		2.00	
jmoore	01/10/07	A		2.00	



Time Keeping Project Tracking Report

PayPeriod 1/6/2006 thru 10/27/2017, WO = 33225

Employee	Date	Task	Description	Labor Hours	Additional Info
jmoore	01/11/07	A		2.00	
dhaynes	01/12/07	A	Note: Shakernia	0.25	2007-0003
dhaynes	01/12/07	A	Note: Billerbeck	0.25	2007-0004
dhaynes	01/12/07	A	Note: Volpe	0.25	2007-0002
jmoore	01/12/07	A		4.00	
dhaynes	01/12/07	A	Note: Rasmussen	0.25	2007-0001
jmoore	01/16/07	A		3.00	
jmoore	01/17/07	A		4.00	
jmoore	01/18/07	A		4.00	
jmoore	01/19/07	A		3.00	
jmoore	03/14/07	A		3.00	06-0002
jmoore	03/16/07	A		3.00	06-0002
jmoore	03/20/07	A		2.00	06-0002
jmoore	03/21/07	A		1.00	07-0005
jmoore	03/21/07	A		1.00	07-0001
jmoore	03/22/07	A		4.00	06-0002
jmoore	03/29/07	A		3.00	06-0002
jmoore	03/30/07	A		4.00	06-0002
jmoore	04/10/07	A		1.00	07-0006
jmoore	04/11/07	A	Note: Old River Road Coloma	4.00	06-0002
jmoore	04/13/07	A	Note: went to coloma to take pictures for presentation	4.00	06-0002
jmoore	04/16/07	A		4.00	06-2002
jmoore	04/17/07	A		2.00	06-2006
jmoore	04/18/07	A		4.00	06-2006
jmoore	05/01/07	A		5.00	06-0002
jmoore	05/02/07	A		2.00	06-0002
jmoore	05/04/07	A		4.00	06-0002
jmoore	05/08/07	A		3.00	06-0002
jmoore	05/15/07	A		3.00	06-0002
jmoore	05/16/07	A		2.00	06-0002
dgruber	05/23/07	A	Note: Shinn Ranch Rd and Fine Court General Vacation	2.50	07-0001
dgruber	05/24/07	A	Note: Shinn Ranch Rd Gate	2.00	07-0001
jmoore	05/30/07	A		2.00	06-0002
jmoore	06/06/07	A		4.00	06-0002
jmoore	06/07/07	A		3.00	06-0002
jmoore	06/08/07	A		3.00	06-0002
jmoore	06/12/07	A		3.00	06-0002
jmoore	06/26/07	A	Note: Board hearing and utilities information	8.00	06-0002
jmoore	06/27/07	A		1.00	06-0002
jmoore	07/03/07	A		2.00	06-0002



Time Keeping Project Tracking Report

PayPeriod 1/6/2006 thru 10/27/2017, WO = 33225

Employee	Date	Task	Description	Labor Hours	Additional Info
jmoore	07/05/07	A		2.00	06-0002
dgruber	07/05/07	A		2.00	05-0001
jmoore	07/06/07	A		3.00	06-0002
jmoore	07/10/07	A		1.00	06-0002
jmoore	07/11/07	A		1.00	06-0002
jmoore	07/12/07	A		1.00	06-0002
jmoore	07/13/07	A		1.00	06-0002
jmoore	07/16/07	A		1.00	06-0002
jmoore	07/20/07	A		2.00	06-0002
jmoore	07/23/07	A		3.00	06-0002
jmoore	07/24/07	A		1.00	06-0002
jmoore	07/25/07	A		3.00	06-0002
jmoore	07/26/07	A		1.00	06-0002
dgruber	07/26/07	A	Note: Shinn Ranch Gate SUP & GV research	4.00	07-0001
dgruber	07/27/07	A		1.00	07-0001
jmoore	07/31/07	A		1.00	06-0002
jmoore	08/01/07	A		3.00	06-0002
jmoore	08/02/07	A		2.00	06-0002
jmoore	08/03/07	A		2.00	06-0002
jmoore	08/06/07	A		3.00	06-0002
dgruber	08/07/07	A	Note: Sleepy Hollow HOA	3.50	05-0002
dgruber	08/08/07	A		1.25	05-0002
dgruber	08/09/07	A	Note: Shinn Ranch Road Gate	1.50	07-0001
dgruber	08/09/07	A	Note: Sleepy Hollow HOA	2.75	05-0002
jmoore	08/10/07	A		2.00	06-0002
dgruber	08/10/07	A	Note: Sleepy Hollow HOA	2.00	05-0002
jmoore	08/14/07	A		6.00	06-0002
dgruber	08/16/07	A	Note: Shinn Ranch GV	4.00	07-0001
dgruber	08/20/07	A	Note: Goose Flat Road	3.25	07-0003
pfeild	08/20/07	A		1.00	07-0003
dgruber	08/21/07	A	Note: GooseFlat Rd	4.00	07-0003
dgruber	08/21/07	A		2.00	05-0002
pfeild	08/21/07	A	Note: Goose Flat	1.00	07-0003
jmoore	08/23/07	A		3.00	06-0002
dgruber	08/23/07	A	Note: Goose Flat Rd	1.00	07-0003
dgruber	08/23/07	A	Note: Shinn Ranch Rd	1.00	07-0001
dgruber	08/24/07	A		1.50	05-0002
dgruber	09/05/07	A	Note: Goose Flat Rd	1.75	
dhaynes	09/12/07	A	Note: SLEEPY HOLLOW VACATION	1.00	05-0002
dgruber	09/12/07	A	Note: Sleepy Hollow GV	4.00	05-0002



Time Keeping Project Tracking Report

PayPeriod 1/6/2006 thru 10/27/2017, WO = 33225

Employee	Date	Task	Description	Labor Hours	Additional Info
dgruber	09/13/07	A	Note: Sleepy Hollow GV	2.00	05-0002
dgruber	09/14/07	A	Note: Sleepy Hollow GV	3.00	05-0002
dgruber	09/17/07	A		2.00	05-0002
dgruber	09/18/07	A	Note: Met w/property owners	1.50	05-0002
dgruber	09/19/07	A	Note: Sleepy Hollow Power Point presentation	2.50	05-0002
dgruber	10/04/07	A	Note: Sleepy Hollow HOA	2.00	05-0002
dgruber	10/05/07	A		2.00	05-0002
dhaynes	10/15/07	A	Note: Shinn/Fine	0.50	07-0001
dgruber	10/15/07	A	Note: Shinn Ranch	3.00	07-0001
dgruber	10/16/07	A	Note: Shinn Ranch Rd	2.00	07-0001
dgruber	10/17/07	A		2.00	07-0001
dgruber	10/19/07	A	Note: Shinn Ranch Rd	1.50	07-0001
dhaynes	10/22/07	A	Note: Alward	0.25	07-0023
dgruber	10/23/07	A		4.25	07-0001
dgruber	10/24/07	A	Note: Shinn	4.00	07-0001
dgruber	10/31/07	A	Note: Shinn Ranch Road	5.00	07-0001
dwalker	11/06/07	A	Note: Shinn ranch vacation per SUP 06-0013	0.50	07-0001
jmoore	11/08/07	A		2.00	07-0004
jmoore	11/09/07	A		2.00	07-0004
dgruber	11/09/07	A		1.00	07-0001
jmoore	11/13/07	A		4.00	AOE 07-0004
dgruber	11/13/07	A		2.50	AOE 07-0001
jmoore	11/14/07	A		2.00	AOE 07-0004
jmoore	11/15/07	A		2.00	AOE 07-0004
dgruber	11/16/07	A		5.00	AOE 07-0001
dhaynes	11/19/07	A	Note: ARUNDEL ROAD VACATION	1.00	AOE 07-0004
jmoore	11/20/07	A		1.00	AOE 07-0004
dgruber	11/26/07	A		3.00	AOE 07-0001
dgruber	11/27/07	A		4.50	AOE 07-0001
pfeild	11/27/07	A		1.00	AOE 07-0001
dgruber	11/28/07	A	Note: Shinn Ranch Rd	1.75	AOE 07-0001
pfeild	12/03/07	A		3.00	AOE 07-0001
pfeild	12/04/07	A		2.00	AOE 07-0001
dgruber	12/04/07	A		3.00	AOE 07-0001
dhaynes	12/05/07	A	Note: Mowzooni	0.25	AOE 07-0026
dhaynes	12/05/07	A	Note: Gomez	0.25	AOE 07-0024
dhaynes	12/05/07	A	Note: Pulte Home Corp.	0.50	AOE 07-0025
dgruber	12/05/07	A		4.00	AOE 07-0001
pfeild	12/05/07	A		1.50	AOE 07-0001
dgruber	12/06/07	A		3.00	AOE 07-0001



Time Keeping Project Tracking Report

PayPeriod 1/6/2006 thru 10/27/2017, WO = 33225

Employee	Date	Task	Description	Labor Hours	Additional Info
dgruber	12/07/07	A	Note: Shinn Ranch Road	2.50	AOE 07-0001
dgruber	12/10/07	A	Note: Shinn Ranch Road	1.25	AOE 07-0001
dgruber	12/11/07	A	Note: Sleepy Hollow HOA	2.50	AOE 05-0002
dgruber	12/11/07	A		2.50	AOE 07-0001
dgruber	12/14/07	A	Note: Sunset Lane	0.50	AOE 05-0001
dgruber	12/19/07	A	Note: Sleepy Hollow HOA	0.50	AOE 05-0001
dhaynes	01/02/08	A	Note: celtic Properties	0.50	AOE 07-0027
dgruber	01/02/08	A	Note: Shinn Ranch Road GV	3.00	AOE 07-0001
dgruber	01/04/08	A	Note: Sleepy Hollow HOA	3.50	AOE 05-0001
jmoore	01/07/08	A		4.00	AOE 08-0001
jmoore	01/08/08	A		4.00	AOE 08-0001
dgruber	01/08/08	A	Note: Shinn Ranch Rd	2.50	AOE 07-0001
dhaynes	01/08/08	A	Note: Hatam	0.25	AOE 08-0001
jmoore	01/09/08	A		4.00	AOE 08-0001
dhaynes	01/09/08	A	Note: sleepy hollow vacation	0.25	AOE 05-0002
dgruber	01/09/08	A	Note: Sleepy Hollow HOA	3.00	AOE 05-0001
dgruber	01/10/08	A	Note: Sleepy Hollow HOA	4.75	AOE 05-0001
jmoore	01/10/08	A		6.00	AOE 08-0001
jmoore	01/11/08	A		2.00	AOE 08-0001
dgruber	01/15/08	A	Note: Sleepy Hollow HOA	1.50	AOE 05-0001
dgruber	01/15/08	A	Note: Shinn Ranch	2.00	AOE 07-0001
jmoore	01/15/08	A		2.00	AOE 08-0001
jmoore	01/17/08	A	Note: Creat Power Point Presentation	8.00	AOE 08-0001
dgruber	01/18/08	A	Note: Shinn Ranch	2.00	AOE 07-0001
dgruber	01/18/08	A	Note: Sleepy Hollow HOA	1.00	AOE 05-0001
dhaynes	01/22/08	A	Note: Winchester/Silvius	0.25	AOE 08-0002
pfeild	01/22/08	A		2.00	AOE 08-0001
dgruber	01/23/08	A	Note: Mt Aukum Bridge General Vacation	1.00	AOE 05-0003
dgruber	01/23/08	A	Note: Sleepy Hollow HOA	2.50	AOE 05-0002
jmoore	01/23/08	A		4.00	AOE 08-0001
dgruber	01/23/08	A	Note: Sunset Lane General Vacation	1.00	AOE 05-0001
jmoore	01/24/08	A		4.00	AOE 08-0001
dgruber	01/25/08	A	Note: Shinn Ranch Rd & Fine Court	1.50	AOE 07-0001
dgruber	01/25/08	A	Note: Sleepy Hollow HOA	2.50	AOE 05-0002
pfeild	01/28/08	A		3.00	AOE 08-0001
dgruber	01/29/08	A	Note: Sleepy Hollow HOA	3.00	AOE 05-0002
jmoore	01/30/08	A		2.00	AOE 08-0001
jmoore	01/31/08	A		2.00	AOE 08-0001
jmoore	02/01/08	A		2.00	AOE 08-0001
dgruber	02/04/08	A	Note: Sleepy Hollow HOA	1.50	AOE 05-0002



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Employee	Date	Task	Description	Labor Hours	Additional Info
dhaynes	02/06/08	A	Note: JUENCKE/WOODRUFF	0.25	AOE 08-0004
dhaynes	02/06/08	A	Note: JUENCKE	0.25	AOE 08-0005
dgruber	02/07/08	A	Note: Sleepy Hollow HOA	1.75	AOE 05-0002
dhaynes	02/07/08	A	Note: Sancarlos-M07	0.25	AOE 08-0003 - NO
jmoore	02/11/08	A		2.00	AOE 08-0001
jmoore	02/13/08	A		2.00	AOE 08-0001
dgruber	02/13/08	A		3.00	AOE 05-0002
dgruber	02/13/08	A	Note: Shinn Ranch Rd	1.75	AOE 07-0001
dgruber	02/14/08	A	Note: Shinn Ranch Rd	3.50	AOE 07-0001
dgruber	02/19/08	A	Note: Sleepy Hollow HOA	2.00	AOE 05-0002
dgruber	02/21/08	A	Note: Legistar prep	0.50	AOE 05-0002
dgruber	02/22/08	A	Note: Shinn Ranch Road	1.50	AOE 07-0001
dgruber	02/26/08	A		2.00	AOE 07-0001
dgruber	02/26/08	A	Note: Sleepy Hollow HOA	2.00	AOE 05-0002
pfeild	02/26/08	A	Note: BOS Meeting	1.00	AOE 07-395
dgruber	02/27/08	A		2.00	AOE 07-0001
dgruber	02/27/08	A		3.00	AOE 05-0002
dgruber	02/27/08	A		1.25	AOE 07-0001
dgruber	02/28/08	A	Note: Legistar Reso of Intent	2.50	AOE 05-0002
dgruber	02/28/08	A		3.25	AOE 07-0001
dhaynes	02/28/08	A	Note: Sancarlos-M07	0.25	AOE 08-0003 - NO
dgruber	02/29/08	A		1.00	AOE 05-0002
dgruber	03/03/08	A		2.50	AOE 07-0001
dgruber	03/03/08	A	Note: Legistar pkg	1.50	AOE 05-0002
dgruber	03/04/08	A	Note: Sunset Lane General Vac, doc clean-up	2.75	AOE 05-0001
dgruber	03/04/08	A	Note: Doc clean-up Mt Aukum bridge GV	2.50	AOE 05-0003
dgruber	03/04/08	A	Note: Re-record documents in proper order	2.50	AOE 05-0001
dgruber	03/06/08	A	Note: communication w/HOA pres & Attorney	0.75	AOE 05-0002
dgruber	03/07/08	A	Note: Shinn Ranch Rd Notice posting	4.00	AOE 07-0001
dgruber	03/11/08	A	Note: re-record docs	0.50	AOE 05-0003
dgruber	03/11/08	A	Note: record docs	0.50	AOE 05-0001
pfeild	03/12/08	A		2.00	AOE 07-0001
dgruber	03/12/08	A	Note: Shinn Ranch published posting issues	3.75	AOE 07-0001
dgruber	03/12/08	A	Note: Sleepy Hollow HOA	1.00	AOE 05-0002
dgruber	03/13/08	A	Note: Public Notice revisions, discussions	3.00	AOE 07-0001
pfeild	03/13/08	A		4.00	AOE 07-0001
dgruber	03/13/08	A	Note: re-record docs	0.75	AOE 05-0001
dgruber	03/13/08	A	Note: re-record documents	0.75	AOE 05-0003
pfeild	03/14/08	A		3.00	AOE 07-0001
dgruber	03/14/08	A	Note: power point presentation	2.50	AOE 07-0001



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Project Tracking Report

PayPeriod 1/6/2006 thru 10/27/2017, WO = 33225

Employee	Date	Task	Description	Labor Hours	Additional Info
dgruber	03/14/08	A	Note: re-record docs	0.50	AOE 05-0001
dgruber	03/14/08	A	Note: re-record docs	0.75	AOE 05-0003
dgruber	03/17/08	A		3.50	AOE 07-0001
dgruber	03/17/08	A	Note: Counter assist with Sleepy Hollow HOA representatives; distributed copies of BOS Agenda items	1.50	AOE 05-0002
dgruber	03/18/08	A	Note: Correspondence; ROV set up;	1.50	AOE 05-0002
dgruber	03/18/08	A	Note: misc file prep for ROV	0.50	AOE 07-0001
dgruber	03/19/08	A	Note: Shinn Ranch Rd Notice posting; letters to prop owners	6.50	AOE 07-0001
dgruber	03/20/08	A	Note: Shinn Ranch Rd	0.50	AOE 07-0001
jmoore	03/20/08	A		8.00	AOE 08-0001
jmoore	03/21/08	A	Note: Hwy 49	2.00	AOE 08-0001
jmoore	03/24/08	A		6.00	AOE 08-0001
pfeild	03/25/08	A	Note: Sleepy Hollow GV	3.00	AOE 05-0002
pfeild	03/25/08	A	Note: Shinn Ranch GV	0.50	AOE 07-0001
jmoore	03/25/08	A		2.00	AOE 08-0001
pfeild	03/26/08	A	Note: Sleepy Hollow GV	2.00	AOE 05-0002
dgruber	03/26/08	A	Note: Sleepy Hollow HOA	0.50	AOE 05-0002
dgruber	03/26/08	A	Note: Shinn Ranch Rd	1.00	AOE 07-0001
jmoore	03/26/08	A		1.00	AOE 08-0001
jmoore	03/27/08	A		4.00	AOE 08-0001
pfeild	03/27/08	A	Note: Sleepy Hollow GV- Legal Notice & Exhibit preparation	3.00	AOE 05-0002
dgruber	03/28/08	A	Note: Shinn Ranch Road	1.00	AOE 07-0001
dgruber	03/28/08	A		1.00	AOE 05-0002
pfeild	03/28/08	A	Note: Sleepy Hollow GV	2.00	AOE 05-0002
dgruber	03/31/08	A	Note: Sleepy Hollow HOA	0.25	AOE 05-0002
dgruber	03/31/08	A	Note: Shinn Ranch Rd	0.25	AOE 07-0001
jmoore	03/31/08	A		4.00	AOE 08-0001
jmoore	04/01/08	A		3.00	AOE 08-0001
dgruber	04/01/08	A	Note: Shinn ranch Rd Public Hearing	4.00	AOE 07-0001
pfeild	04/01/08	A		2.00	AOE 07-0001
dgruber	04/01/08	A	Note: Sleepy Hollow HOA	1.50	AOE 05-0002
jmoore	04/02/08	A		4.00	AOE 08-0001
dgruber	04/02/08	A		4.50	AOE 05-0002
jmoore	04/03/08	A		4.00	AOE 08-0001
jmoore	04/07/08	A		4.00	AOE 08-0001
dgruber	04/08/08	A	Note: Sleepy Hollow HOA	1.50	AOE 05-0002
dgruber	04/09/08	A	Note: Sleepy Hollow HOA	1.00	AOE 05-0002
dgruber	04/09/08	A	Note: Shinn Ranch Rd & Fine Ct ROV	2.50	AOE 07-0001
dgruber	04/10/08	A		5.00	AOE 05-0002
dgruber	04/11/08	A	Note: Mailing of Public Notice	6.25	AOE 05-0002



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Employee	Date	Task	Description	Labor Hours	Additional Info
pfeild	04/11/08	A		1.00	AOE 05-0002
jmoore	04/11/08	A		4.00	AOE 08-0001
dgruber	04/14/08	A	Note: Mailing Notice of Pub Hear	5.00	AOE 05-0002
jmoore	04/14/08	A		2.00	AOE 08-0001
dgruber	04/15/08	A	Note: post notices - Sleepy Hollow HOA	3.75	AOE 05-0002
jmoore	04/15/08	A		4.00	AOE 08-0001
jmoore	04/16/08	A		4.00	AOE 08-0001
dgruber	04/18/08	A	Note: Sleepy Hollow HOA power point presentation	4.00	AOE 05-0002
jmoore	04/18/08	A		1.00	AOE 08-0001
pfeild	04/21/08	A		3.00	AOE 05-0002
pfeild	04/22/08	A		2.00	AOE 05-0002
pfeild	04/23/08	A		1.00	AOE 05-0002
pfeild	04/24/08	A		1.00	AOE 05-0002
jmoore	04/25/08	A		4.00	AOE 08-0001
pfeild	04/25/08	A		2.00	AOE 05-0002
dgruber	04/28/08	A		4.00	AOE 05-0002
dgruber	04/29/08	A	Note: Public Hearing	5.00	AOE 05-0002
pfeild	04/29/08	A		2.00	AOE 05-0002
pfeild	04/30/08	A		1.00	AOE 05-0002
jmoore	05/06/08	A		2.00	AOE 08-0001
dgruber	05/07/08	A		3.50	AOE 05-0002
dgruber	05/08/08	A		2.75	AOE 05-0002
dhaynes	05/08/08	A	Note: sleepy hollow vacation	0.25	AOE 05-0002
jmoore	05/08/08	A		2.00	AOE 08-0001
jmoore	05/09/08	A		2.00	AOE 08-0001
dgruber	05/12/08	A		2.50	AOE 05-0002
jmoore	05/12/08	A		1.00	AOE 08-0001
dgruber	05/13/08	A		0.75	AOE 05-0002
dgruber	05/14/08	A		1.00	AOE 05-0002
jmoore	05/14/08	A		1.00	AOE 08-0001
dgruber	05/15/08	A		1.00	AOE 05-0002
dgruber	05/16/08	A		1.25	AOE 07-0001
jmoore	05/16/08	A		1.00	AOE 08-0001
dgruber	05/16/08	A		0.75	AOE 05-0002
dgruber	05/20/08	A		0.75	AOE 05-0002
jmoore	05/20/08	A		3.00	AOE 08-0001
dgruber	05/21/08	A		1.00	AOE 05-0002
jmoore	05/28/08	A	Note: document prep	4.00	AOE 08-0001
dgruber	05/29/08	A		2.50	AOE 05-0002
dgruber	05/30/08	A		2.50	AOE 05-0002



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Project Tracking Report

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Employee	Date	Task	Description	Labor Hours	Additional Info
jmoore	06/03/08	A		2.00	AOE 08-0001
dgruber	06/04/08	A		2.50	AOE 05-0002
jmoore	06/04/08	A		2.00	AOE 08-0001
jmoore	06/09/08	A		4.00	AOE 08-0001
dgruber	06/12/08	A		3.00	AOE 08-0010
pfeild	06/13/08	A		2.00	AOE 05-0002
dgruber	06/13/08	A	Note: River Rd GV	1.00	AOE 06-0002
dgruber	06/17/08	A		1.50	AOE 05-0002
jmoore	06/20/08	A		2.00	AOE 08-0001
dgruber	06/23/08	A		4.50	AOE 08-0002
dgruber	06/24/08	A		3.00	AOE 08-0002
dgruber	06/26/08	A		3.00	AOE 08-0002
jmoore	06/30/08	A		7.00	AOE 08-0001
jmoore	07/01/08	A		2.00	AOE 08-0001
jmoore	07/03/08	A		2.00	AOE 08-0001
jmoore	07/08/08	A		1.00	AOE 08-0001
dgruber	07/08/08	A	Note: General Vacation Silver Ridge Court	2.50	AOE 08-0003
dgruber	07/09/08	A	Note: Silver Ridge Court GV	2.50	AOE 08-0003
dgruber	07/16/08	A	Note: Sun Ridge Meadow OA	4.00	AOE 08-0002
dgruber	07/17/08	A		5.00	AOE 08-0002
dhaynes	07/17/08	A	Note: Sun Ridge Meadow	0.50	AOE 08-0002
dgruber	07/18/08	A		4.00	AOE 08-0002
dgruber	08/01/08	A	Note: Sun Ridge Meadow Owners Assoc	0.50	AOE 08-0002
dgruber	08/05/08	A	Note: review responses for reviews requested	2.00	AOE 08-0002
dgruber	08/07/08	A	Note: Sun Ridge Meadow Owners Assoc	2.50	AOE 08-0002
dgruber	08/22/08	A	Note: Sun Ridge Meadow Owners Assoc	2.50	AOE 08-0002
dgruber	09/04/08	A		3.50	AOE 08-0002
dgruber	09/05/08	A	Note: Sun Ridge Meadow Owners Assoc	2.75	AOE 08-0002
jmoore	09/08/08	A	Note: Locate and send corrections	2.00	AOE 08-0004
jmoore	09/12/08	A		1.00	AOE 08-0001
dgruber	09/16/08	A	Note: Sun Ridge Meadows Owners Assoc	2.50	AOE 08-0002
dgruber	09/17/08	A	Note: Reffner Gen Vac	0.50	AOE 08-0003
dgruber	09/18/08	A		1.50	AOE 08-0003
dgruber	09/18/08	A		2.00	AOE 08-0002
dgruber	09/19/08	A		3.00	AOE 08-0002
dgruber	09/30/08	A		1.00	AOE 08-0002
dgruber	10/02/08	A		3.00	AOE 08-0002
dgruber	10/08/08	A		2.50	AOE 08-0002
dgruber	10/09/08	A		2.75	AOE 08-0002
dgruber	10/22/08	A		2.25	AOE 08-0002

don't use

don't use



Time Keeping Project Tracking Report

PayPeriod 1/6/2006 thru 10/27/2017, WO = 33225

Employee	Date	Task	Description	Labor Hours	Additional Info
dgruber	10/29/08	A		3.50	AOE 08-0002
dgruber	11/05/08	A		3.00	AOE 08-0002
dgruber	11/06/08	A		4.00	AOE 08-0002
dgruber	11/07/08	A	Note: Grass Lake Creek Gen Vac	3.25	AOE 08-0004
rrhoads	11/12/08	A	Note: Promontory no 4, lot 109	1.00	AOE 08-0016
rrhoads	11/12/08	A	Note: Promontory no 4, lot 18 abandonment	1.00	AOE 08-0018
rrhoads	11/13/08	A	Note: promontory no 4, lot 109	1.00	AOE 08-0016
rrhoads	11/13/08	A	Note: Promontory no 7, lot 108	1.00	AOE 08-0018
rrhoads	11/14/08	A	Note: Promontory no 4. lot 109	2.00	AOE 08-0016
rrhoads	11/14/08	A	Note: Promontory no 4, lot 108	2.00	AOE 08-0018
dgruber	11/19/08	A	Note: Grass Lake Creek Subdivision	1.50	AOE 08-0004
rrhoads	11/25/08	A	Note: Promontory Village No. 4, abandonment of drainage easement	1.00	AOE 08-0016
dgruber	12/02/08	A		1.00	AOE 08-0002
dgruber	12/02/08	A	Note: Sunset Lane GV	1.00	AOE 05-0001
dgruber	12/11/08	A		1.00	AOE 08-0002
dgruber	12/16/08	A		2.00	AOE 08-0004
dgruber	12/17/08	A		3.00	AOE 08-0004
dgruber	12/19/08	A		2.00	GV 08-0004
dgruber	12/30/08	A		4.00	AOE 08-0004
dgruber	01/05/09	A		2.25	AOE 08-0004
dhaynes	01/06/09	A	Note: Baginski & Capella	0.25	AOE 08-0004
dgruber	01/07/09	A		1.00	AOE 08-0002
dgruber	01/14/09	A		3.00	AOE 08-0004
dwalker	01/15/09	A	Note: Grass Lk abandonment, SLT	0.50	AOE 08-0004
dgruber	01/15/09	A		0.50	AOE 08-0004
dgruber	01/20/09	A		2.25	AOE 08-0004
dgruber	01/20/09	A		1.00	AOE 08-0002
dgruber	01/28/09	A		2.50	AOE 08-0004
dgruber	01/29/09	A	Note: parcel research for General Vacation application	3.00	AOE 09-0001
dgruber	01/30/09	A	Note: parcel research. File setup	4.00	AOE 09-0001
dgruber	02/02/09	A		4.50	AOE 09-0001
dgruber	02/03/09	A		3.00	AOE 09-0001
dgruber	02/20/09	A	Note: processing	0.75	AOE 08-0013
dgruber	02/25/09	A		2.50	AOE 08-0002
dgruber	02/26/09	A	Note: Tahoe Cedars Tract GV	1.00	AOE 09-0001
dgruber	03/05/09	A		1.00	AOE 08-0002
dgruber	03/06/09	A		1.50	AOE 08-0004
dgruber	03/06/09	A		1.75	AOE 08-0002
dgruber	03/11/09	A		7.75	AOE 08-0002
dgruber	03/12/09	A		4.00	AOE 08-0002



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Employee	Date	Task	Description	Labor Hours	Additional Info
dgruber	03/13/09	A		2.75	AOE 09-0001
dgruber	03/13/09	A		1.75	AOE 08-0002
dgruber	03/16/09	A		2.00	AOE 08-0004
dgruber	03/17/09	A		2.00	AOE 09-0001
dgruber	03/17/09	A		1.50	AOE 08-0002
dgruber	03/18/09	A		2.75	AOE 09-0001
dgruber	03/19/09	A		4.50	AOE 09-0001
dgruber	03/20/09	A	Note: research, processing	4.00	AOE 09-0001
dgruber	03/25/09	A		2.00	AOE 08-0004
dgruber	03/26/09	A		4.00	AOE 09-0001
pfeild	03/26/09	A		2.00	AOE 08-0002
dgruber	03/27/09	A		3.00	AOE 08-0002
dgruber	03/30/09	A		3.00	AOE 08-0002
dgruber	03/30/09	A		2.00	AOE 08-0004
dgruber	03/31/09	A		5.50	AOE 08-0002
dgruber	04/01/09	A		2.00	AOE 08-0002
dgruber	04/02/09	A		3.00	AOE 09-0001
dgruber	04/07/09	A		5.00	AOE 09-0001
dgruber	04/08/09	A		4.00	AOE 09-0001
dgruber	04/08/09	A		2.50	AOE 08-0002
dgruber	04/09/09	A		1.50	AOE 08-0002
dgruber	04/10/09	A		4.00	AOE 09-0001
dgruber	04/10/09	A		2.00	AOE 08-0002
dgruber	04/14/09	A		0.75	AOE 08-0002
dgruber	04/16/09	A		3.00	AOE 08-0002
dgruber	04/17/09	A		2.75	AOE 08-0002
dgruber	04/21/09	A		3.00	AOE 08-0002
dgruber	04/22/09	A		1.50	AOE 08-0002
dgruber	04/27/09	A		5.00	AOE 08-0002
dgruber	04/28/09	A		4.50	AOE 08-0002
dgruber	04/29/09	A		5.00	AOE 08-0002
dgruber	04/30/09	A		3.50	AOE 08-0002
dgruber	05/05/09	A		3.00	AOE 08-0004
dgruber	05/11/09	A		6.25	AOE 08-0002
dgruber	05/12/09	A		3.00	AOE 09-0001
dgruber	05/12/09	A		5.00	AOE 08-0004
dgruber	05/15/09	A		2.00	AOE 08-0004
dgruber	05/19/09	A		5.00	AOE 08-0002
dgruber	05/20/09	A		2.00	AOE 08-0002
dgruber	05/26/09	A		3.00	AOE 08-0004



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Employee	Date	Task	Description	Labor Hours	Additional Info
dgruber	05/28/09	A		2.75	AOE 08-0004
dgruber	06/03/09	A		2.00	AOE 08-0002
dgruber	06/03/09	A		1.00	AOE 08-0004
dgruber	06/04/09	A		2.50	AOE 08-0002
dgruber	06/16/09	A		2.25	AOE 08-0002
dgruber	06/23/09	A		2.50	AOE 09-0002
dgruber	06/23/09	A		4.00	AOE 09-0001
dgruber	06/23/09	A		1.50	AOE 09-0003
dgruber	06/24/09	A		2.00	AOE 09-0002
dgruber	06/26/09	A		3.50	AOE 09-0002
dgruber	06/30/09	A		1.50	AOE 08-0002
dgruber	07/02/09	A	Note: research	2.00	AOE 09-0002
dgruber	07/06/09	A		2.00	AOE 09-0002
dgruber	07/08/09	A		3.00	AOE 09-0001
dgruber	07/10/09	A		1.50	AOE 08-0004
dgruber	07/10/09	A	Note: research	4.00	AOE 09-0002
dgruber	07/16/09	A	Note: Tahoe Cedars General Vacation	3.00	AOE 09-0001
dgruber	07/17/09	A		2.00	AOE 09-0002
dgruber	07/17/09	A		4.00	AOE 09-0003
dgruber	07/22/09	A		4.50	AOE 09-0005
dgruber	07/23/09	A		3.50	AOE 09-0001
dgruber	08/03/09	A		3.50	AOE 08-0004
dgruber	08/03/09	A		2.00	AOE 09-0002
dgruber	08/04/09	A		3.00	AOE 09-0002
dgruber	08/06/09	A		2.00	AOE 09-0002
dgruber	08/11/09	A		4.00	AOE 08-0004
dgruber	08/12/09	A		7.50	AOE 08-0004
dgruber	08/13/09	A		1.00	AOE 08-0004
dgruber	08/14/09	A		4.00	AOE 09-0003
dgruber	08/14/09	A		3.00	AOE 09-0001
dgruber	08/18/09	A		5.00	AOE 09-0001
dgruber	08/20/09	A		4.00	AOE 09-0004
dgruber	08/21/09	A		4.00	AOE 09-0004
dgruber	08/24/09	A		1.50	AOE 09-0004
dgruber	08/25/09	A		4.00	AOE 09-0004
dgruber	09/09/09	A	Note: Steve Kooyman review	2.00	AOE 09-0001
dgruber	09/14/09	A		2.00	AOE 09-0004
dgruber	09/15/09	A		2.00	AOE 09-0004
dgruber	09/18/09	A		1.50	AOE 09-0003
dgruber	10/08/09	A	Note: research Diamond spgs Townsite	3.00	AOE 09-0004



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Employee	Date	Task	Description	Labor Hours	Additional Info
dgruber	10/09/09	A		4.25	AOE 09-0001
dgruber	10/21/09	A		7.00	AOE 09-0003
dgruber	10/22/09	A		1.50	AOE 09-0003
dgruber	10/23/09	A		3.00	AOE 09-0003
dgruber	10/26/09	A		5.00	AOE 09-0003
dgruber	10/29/09	A		3.00	AOE 09-0003
dgruber	11/04/09	A		5.00	AOE 09-0003
dgruber	11/06/09	A		2.00	AOE 09-0003
dgruber	11/18/09	A		2.00	AOE 09-0003
dgruber	12/29/09	A		4.00	AOE 09-0003
dgruber	12/29/09	A		3.00	AOE 09-0001
dgruber	12/30/09	A		5.00	AOE 09-0001
dgruber	12/31/09	A		7.00	AOE 09-0003
dgruber	01/04/10	A		5.50	AOE 09-0003
dgruber	01/05/10	A		6.00	AOE 09-0003
dgruber	01/06/10	A		2.00	AOE 09-0003
dgruber	01/07/10	A		5.00	AOE 09-0003
dgruber	01/07/10	A		1.00	AOE 09-0001
dgruber	01/08/10	A		6.00	AOE 09-0003
dgruber	01/12/10	A		6.00	AOE 09-0003
dgruber	01/13/10	A		2.00	AOE 09-0003
dgruber	01/19/10	A		1.25	AOE 09-0003
dgruber	01/28/10	A		3.00	AOE 09-0001
dgruber	01/28/10	A		3.50	AOE 09-0003
dgruber	01/29/10	A		3.00	AOE 09-0003
dgruber	01/29/10	A		3.00	AOE 09-0001
dgruber	02/01/10	A		3.00	AOE 09-0003
dgruber	02/05/10	A		3.00	AOE 09-0003
dgruber	02/10/10	A		3.00	AOE 09-0003
dgruber	02/11/10	A		4.00	AOE 09-0003
dgruber	02/12/10	A		2.50	AOE 09-0006
dgruber	02/16/10	A		2.00	AOE 09-0003
dgruber	02/17/10	A		5.00	AOE 09-0003
cwade	02/17/10	A	Note: review of documents and correspondence with Paul Hom (CIP manager for White Rock extension) to verify no conflicts	1.00	AOE 09-0003
dgruber	02/18/10	A		4.50	AOE 09-0003
dgruber	02/19/10	A		7.00	AOE 09-0003
lmassaro	02/23/10	A	Note: descriptions review and comments	2.00	AOE 09-0003
dgruber	02/24/10	A	Note: distribute review pkgs	3.25	AOE 09-0003
dgruber	02/25/10	A		2.00	AOE 09-0003



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Employee	Date	Task	Description	Labor Hours	Additional Info
dgruber	03/01/10	A		2.50	AOE 09-0003
dgruber	03/03/10	A		2.50	AOE 09-0003
dgruber	03/04/10	A		1.75	AOE 09-0003
dgruber	03/05/10	A		3.00	AOE 09-0003
dgruber	03/12/10	A		2.75	AOE 09-0003
dgruber	03/15/10	A		3.00	AOE 09-0003
dgruber	03/18/10	A		2.75	AOE 09-0003
dgruber	03/23/10	A		1.75	AOE 09-0003
dgruber	03/25/10	A		1.00	AOE 09-0003
dgruber	04/01/10	A	Note: ROI	2.50	AOE 09-0003
dgruber	04/09/10	A	Note: ROI & mailers preparation	1.25	AOE 09-0003
dgruber	04/14/10	A		1.00	AOE 09-0003
dgruber	04/15/10	A		3.00	AOE 09-0003
dgruber	04/16/10	A		4.00	AOE 09-0003
dgruber	04/20/10	A		1.00	AOE 09-0003
dgruber	04/21/10	A		5.00	AOE 09-0003
dgruber	04/22/10	A	Note: FOC Planning	8.00	AOE 09-0003
dgruber	04/23/10	A		3.00	AOE 09-0003
dgruber	04/26/10	A		3.00	AOE 09-0003
dgruber	04/27/10	A		2.00	AOE 09-0003
dgruber	04/28/10	A		4.00	AOE 09-0003
dgruber	04/29/10	A		3.25	AOE 09-0003
dgruber	04/30/10	A		3.50	AOE 09-0003
dgruber	05/10/10	A		1.00	AOE 09-0003
dgruber	05/11/10	A	Note: ROI; Pictures for power point	6.00	AOE 09-0003
dgruber	05/13/10	A	Note: ROV, publish Notice, mailing	5.00	AOE 09-0003
dgruber	05/14/10	A		2.00	AOE 09-0003
dgruber	05/19/10	A		7.50	AOE 09-0003
dgruber	05/20/10	A	Note: ROV to Co Co	5.50	AOE 09-0003
dgruber	05/21/10	A	Note: co co pkg & Legistar prep	4.00	AOE 09-0003
dgruber	05/26/10	A	Note: Co Co GV review	3.00	AOE 09-0003
dgruber	06/01/10	A	Note: posting Notice of Public Hearing	2.75	AOE 09-0003
dgruber	06/07/10	A		2.00	AOE 09-0003
dgruber	06/08/10	A	Note: Legistar, power point, ROV	5.00	AOE 09-0003
dgruber	06/09/10	A		4.50	AOE 09-0003
dgruber	06/10/10	A		0.75	AOE 09-0003
dgruber	06/15/10	A		4.00	AOE 09-0003
pfeild	06/15/10	A	Note: General vacation Public Hearing at BOS meeting.	1.50	AOE 09-0003
dgruber	06/22/10	A		2.00	AOE 09-0003
dgruber	06/24/10	A	Note: emails CTA & EDH Investors regarding Quitclaim Deeds	2.00	AOE 09-0003



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Employee	Date	Task	Description	Labor Hours	Additional Info
dgruber	06/30/10	A	Note: Tahoma Gen Vac, research	3.75	AOE 09-0001
pfeild	06/30/10	A	Note: Quitclaim Deed issues.	1.00	AOE 09-0001
pfeild	06/30/10	A		1.00	AOE 09-0001
pfeild	07/01/10	A	Note: E-mails to CoCo re; Quitclaim matter.	1.50	AOE 09-0001
pfeild	07/02/10	A	Note: E-mails with Mansour/EDHI; research title issues.	1.00	AOE 09-0001
dgruber	07/07/10	A		3.75	AOE 09-0001
dgruber	07/07/10	A		1.50	AOE 09-0003
dgruber	07/08/10	A		1.25	AOE 09-0003
pfeild	07/13/10	A	Note: Calls/e-mails with EDHI	2.00	AOE 09-0001
dgruber	07/19/10	A		0.50	AOE 09-0003
dgruber	07/20/10	A	Note: research for GV legal follow-up on Q-C Deeds	3.25	AOE 09-0003
dgruber	07/21/10	A	Note: Research for Supervisor Briggs office	2.00	AOE 05-0001
dgruber	07/22/10	A	Note: research for Supervisor Briggs office	2.75	AOE 05-0001
dgruber	08/18/10	A	Note: discussion w/EID relative to no object letters for PUEs and how to abandon	1.00	AOE 09-0003
lmassaro	10/04/10	A	Note: review and comment	1.00	AOE 10-0007
lmassaro	10/22/10	A	Note: check description and exhibit	0.50	AOE 10-0003
ghicks	10/27/10	A	Note: Reviewing and researching AOE issues 10-.	2.00	AOE 10-0006 P PA
lmassaro	11/05/10	A	Note: review and comment	0.50	AOE 10-0005
dfloyd	11/16/11	A	Note: Grado General Vacation #2011-01; this entry may need to be corrected and charged to a different project number	4.75	AOE 11-0001
dfloyd	11/29/11	A	Note: General Vacation-Forni Road	2.50	AOE 11-0001
dfloyd	12/06/11	A	Note: Per Laura Friestad-use this work order for General Vacation 11-0001 (Creekside Plaza)	3.25	AOE 11-0001
dfloyd	12/07/11	A	Note: Creekside Plaza project- preparation of request for finding of consistency with General Plan package; preparation of request for review of legal description and plat	7.50	AOE 11-0001
pмосbacher	12/13/11	A	Note: Review General Vacation prepared by Alan Divers	1.00	AOE 11-0001
jneely	12/13/11	A	Note: Reviewed vacation exhibit prepared by Alan Divers	0.50	AOE 11-0001
pмосbacher	12/14/11	A	Note: Review General Vacation prepared by Alan Divers	1.00	AOE 11-0001
dfloyd	12/19/11	A	Note: Discussion w/Dev Svcs re: Finding of Consistency	1.25	AOE 11-0001
dfloyd	01/04/12	A	Note: Findings of Consistency	3.25	AOE 11-001
jduchscherer	01/29/13	A	Note: discussion about process in general, no one general vacation	1.00	AOE 00-0000
ghicks	01/30/13	A	Note: Discussed and assimilated process with Steve and Julie.	1.00	AOE 13-0001
ghicks	01/31/13	A	Note: Began compiling information on the process.	0.50	AOE 13-0001
ghicks	02/01/13	A	Note: Discussed project with coworkers.	0.50	AOE 13-0001
ghicks	02/11/13	A	Note: Discussed project status with coworker GV 13-0001.	0.25	AOE 13-0001
ghicks	02/13/13	A	Note: Discussed vacation with coworkers.	0.50	AOE 13-0001
ghicks	03/07/13	A	Note: Reviewed and filed letter from EID.	0.50	AOE 13-0001
ghicks	09/09/13	A	Note: Project oversight.	0.50	AOE 13-0001
jemelchor	09/09/13	A	Note: GENERAL VACATION - study 08-0002 documentation per G. Hicks.	1.50	AOE 13-0002



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jemelchor	09/09/13	A	Note: GENERAL VACATION - study 08-0002 documentation per G. Hicks.	1.50	AOE 13-0001
jemelchor	09/10/13	A	Note: GENERAL VACATION - study 08-0002 documentation per G. Hicks.	0.50	AOE 13-0002
jemelchor	09/10/13	A	Note: GENERAL VACATION - study 08-0002 documentation per G. Hicks.	0.50	AOE 13-0001
jemelchor	09/11/13	A	Note: GENERAL VACATION - downloaded State of California Streets and Highway Code Sections pertaining to General Vacation Policy. Begin review and markup.	1.50	AOE 13-0001
jemelchor	09/11/13	A	Note: GENERAL VACATION - downloaded State of California Streets and Highway Code Sections pertaining to General Vacation Policy. Begin review and markup.	1.50	AOE 13-0002
jemelchor	09/12/13	A	Note: GENERAL VACATION - downloaded State of California Streets and Highway Code Sections pertaining to General Vacation Policy. Complete review and markup. Begin server search for IN-house GV forms and files.	1.75	AOE 13-0001
jemelchor	09/12/13	A	Note: GENERAL VACATION - downloaded State of California Streets and Highway Code Sections pertaining to General Vacation Policy. Complete review and markup. Begin server search for IN-house GV forms and files.	1.75	AOE 13-0002
jemelchor	09/16/13	A	Note: GENERAL VACATION - continue server search for IN-house GV forms and files.	0.25	AOE 13-0002
jemelchor	09/16/13	A	Note: GENERAL VACATION - continue server search for IN-house GV forms and files.	0.25	AOE 13-0001
jemelchor	09/17/13	A	Note: GENERAL VACATION - continue server search for IN-house GV forms and files.	1.25	AOE 13-0002
jemelchor	09/17/13	A	Note: GENERAL VACATION - continue server search for IN-house GV forms and files.	1.25	AOE 13-0001 P SR
jemelchor	09/19/13	A	Note: GENERAL VACATION - completed T\ server search for IN-house GV forms and files. Begin to update with new CDA information.	1.50	AOE 13-0001
jemelchor	09/19/13	A	Note: GENERAL VACATION - completed T\ server search for IN-house GV forms and files. Begin to update with new CDA information.	1.50	AOE 13-0002
danderson	09/19/13	A	Note: APN 123-200-08	2.00	AOE 13-009
jemelchor	09/20/13	A	Note: GENERAL VACATION - completed updates with new CDA block information. Completed organizing of material binder. Begin drafting task list to coordinate with binder information.	1.25	AOE 13-0002
danderson	09/20/13	A	Note: Andersen-Harris	1.50	AOE 13-009
jemelchor	09/20/13	A	Note: GENERAL VACATION - completed updates with new CDA block information. Completed organizing of material binder. Begin drafting task list to coordinate with binder information.	1.25	AOE 13-0001
danderson	09/26/13	A	Note: harris / andeersen AOE	1.00	AOE 13-009
jemelchor	10/01/13	A	Note: 13-0001 REVIEW GV PROCESS - begin review of EDC process, services and required materials list from 9/18/13 document. Review California Streets and Highways Codes to verify requirements.	1.00	AOE 13-0001
jemelchor	10/01/13	A	Note: 13-0002 REVIEW GV PROCESS - begin review of EDC process, services and required materials list from 9/18/13 document. Review California Streets and Highways Codes to verify requirements.	1.00	AOE 13-0002
jemelchor	10/02/13	A	Note: 13-0001 REVIEW GV PROCESS - continue review of EDC process, services and required materials list from 9/18/13 document. Review California Streets and Highways Codes to verify requirements.	1.00	AOE 13-0001
jemelchor	10/02/13	A	Note: 13-0002 REVIEW GV PROCESS - continue review of EDC process, services and required materials list from 9/18/13 document. Review California Streets and Highways Codes to verify requirements.	1.00	AOE 13-0002



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Employee	Date	Task	Description	Labor Hours	Additional Info
jemelchor	10/03/13	A	Note: 13-0001 REVIEW GV PROCESS - continue review of EDC process, services and required materials list from 9/18/13 document. Review California Streets and Highways Codes to verify requirements.	1.25	AOE 13-0001
jemelchor	10/03/13	A	Note: 13-0002 REVIEW GV PROCESS - continue review of EDC process, services and required materials list from 9/18/13 document. Review California Streets and Highways Codes to verify requirements.	1.25	AOE 13-0002
jemelchor	10/04/13	A	Note: 13-0001 REVIEW GV PROCESS - continue review of EDC process, services and required materials list from 9/18/13 document. Review California Streets and Highways Codes to verify requirements.	0.50	AOE 13-0001
jemelchor	10/04/13	A	Note: 13-0002 REVIEW GV PROCESS - continue review of EDC process, services and required materials list from 9/18/13 document. Review California Streets and Highways Codes to verify requirements.	0.50	AOE 13-0002
danderson	10/10/13	A	Note: sandell aoe	2.00	AOE 13-008
ghicks	10/15/13	A	Note: discussed AOE concerns with staff.	1.00	AOE 13-0008
danderson	10/15/13	A	Note: sandell aoe	7.50	AOE 13-008
danderson	10/16/13	A	Note: Sandell AOE	1.00	AOE 13-008
danderson	10/21/13	A		1.50	AOE 13-008
danderson	10/23/13	A	Note: Sandell	2.00	AOE 13-008
danderson	10/24/13	A	Note: Sandell planning concerns	4.50	AOE 13-008
danderson	10/25/13	A	Note: sandell aoe	1.50	AOE 13-008
jemelchor	10/25/13	A	Note: HOLIDAY LAKE - begin creating task list sequence from reviewing 4 completed GV packages per G. Hicks.	1.00	AOE 13-0001
danderson	10/28/13	A	Note: abandonment of easement new information on Parcel 30 received	3.00	AOE 13-008
danderson	10/30/13	A	Note: Dragon Point AOE	1.00	AOE 13-008
jemelchor	10/30/13	A	Note: HOLIDAY LAKE - continue layout of task list sequence from reviewing 4 completed GV packages per G. Hicks. Located GV 2005-01 Sunset Lane documentation. Incorporated task list items from this GV.	1.50	AOE 13-0002
danderson	10/31/13	A	Note: Sandell AOE	1.00	AOE 13-008
jemelchor	10/31/13	A	Note: HOLIDAY LAKE - begin creating folder structure in T:\Right-Of-Way\Abandonments and Offers\General Vacations\GV 2013\GV 13-0001. Create versions from sample project \GV 2005-0002 Sleepy Hollow HOA Adopted 04292008.	7.25	AOE 13-0001
danderson	11/01/13	A	Note: Dragon Point Road	1.00	AOE 13-008
jemelchor	11/01/13	A	Note: HOLIDAY LAKE - begin creating folder structure in T:\Right-Of-Way\Abandonments and Offers\General Vacations\GV 2013\GV 13-0002. Create versions from sample project \GV 2005-0002 Sleepy Hollow HOA Adopted 04292008.	5.75	AOE 13-0002
danderson	11/04/13	A	Note: sandal AOE	2.00	AOE 13-008
jemelchor	11/04/13	A	Note: HOLIDAY LAKE - continue developing document package for GV 13-0002. Created Location/Vicinity Map, completed creation of 1st and 2nd Initial Review memos..	1.50	AOE 13-0002
jemelchor	11/05/13	A	Note: HOLIDAY LAKE - continue developing document package for GV 13-0002. Created Location/Vicinity Map, completed creation of 1st and 2nd Initial Review memos, completed 800ft parcel buffer map. Completed XLS output of APN and property owner database (for public notices mailings).	2.25	AOE 13-0002
danderson	11/05/13	A	Note: Sandell AOE memo, checking conditions	1.50	AOE 13-008
danderson	11/12/13	A	Note: Sandell AOE records search	2.00	AOE 13-008



Project Tracking Report

PayPeriod 1/6/2006 thru 10/27/2017, WO = 33225

Employee	Date	Task	Description	Labor Hours	Additional Info
jemelchor	11/13/13	A	Note: GONET.GOV TRAINING - 13-0001 continued input of data for parcel owners. Completed buffer map. Began printing of APN documentation of Surveyors Information for all GV applicants.	4.00	AOE 13-0001
jemelchor	11/14/13	A	Note: GONET.GOV TRAINING - 13-0001 completed input of data for parcel owners. Completed buffer map. completed printing of APN documentation of Surveyors Information for all GV applicants.	5.75	AOE 13-0001
jemelchor	11/15/13	A	Note: GENERAL VACATION- 13-0001 completed printing of APN documentation of Surveyors Information for all GV applicants. Review California Streets and Highway Code to verify required documentation list and timeline for public notifications. Scheduled meeting with D. Floyd for GV Process review.	3.25	AOE 13-0001
jemelchor	11/18/13	A	Note: GENERAL VACATION 13-0002 - This meeting is to review the history of the General Vacation process. Overview of Sunset Lane GV 05-0001. Review of GV 13-0001 and 13-0002 documentation (as it currently stands).	1.50	AOE 13-0002
jemelchor	11/18/13	A	Note: GENERAL VACATION 13-0001- This meeting is to review the history of the General Vacation process. Overview of Sunset Lane GV 05-0001. Review of GV 13-0001 and 13-0002 documentation (as it currently stands).	1.50	AOE 13-0001
jemelchor	12/02/13	A	Note: GENERAL VACATION 13-0001 - assemble draft compilation of GV documentation per Californian Streets and Highways Code and El Dorado County General Vacation Process document. Copy all documents to PDF for archiving.	6.50	AOE 13-0001
jemelchor	12/03/13	A	Note: GENERAL VACATION 13-0002 - Completed Copying all documents to PDF for archiving. Met with K. Evans to review two document packages. Submitted both sets for review.	1.50	AOE 13-0002
jemelchor	12/04/13	A	Note: GENERAL VACATION 13-0001 - Completed Copying all documents to PDF for package. Review list of homeowners from HOA and request HA documentation. Verify both 13-0001 and 13-0002 packages have similar documents in GV file.	2.50	AOE 13-0001
jemelchor	12/11/13	A	Note: GENERAL VACATION 13-0002 - Completed Copying all documents to PDF for package. Review list of homeowners from HOA and request HA documentation. Verify both 13-0001 and 13-0002 packages have similar documents in GV file.	2.25	AOE 13-0002
jemelchor	12/12/13	A	Note: GENERAL VACATION 13-0002 - attempt to contact applicant Mike Doran - left message. Met with P. Mauer to review GV application. Crafted Request for Finding of Consistency to submit to Planning Dept per Mauer. Crafted Request for Initial Review for submittal to Kahling, Spear and Smeltzer per D. Spiegelberg.	3.25	AOE 13-0002
jemelchor	12/12/13	A	Note: GENERAL VACATION 13-0001 - attempt to contact applicant Mike Doran to request HA documentation - left message. Met with P. Mauer to review GV application. Crafted Request for Finding of Consistency to submit to Planning Dept per Mauer. Crafted Request for Initial Review for submittal to Kahling, Spear and Smeltzer per D. Spiegelberg.	3.25	AOE 13-0001
ghicks	12/13/13	A	Note: Project oversight.	0.30	AOE 13-0001
ghicks	12/13/13	A	Note: Project oversight.	0.30	AOE 13-0002
jemelchor	12/16/13	A	Note: GENERAL VACATION PROCESSING 13 -0002 - begin layout draft version of BOS presentation.	0.75	AOE 13-0002
jemelchor	12/16/13	A	Note: GENERAL VACATION PROCESSING 13 -0001 - begin layout draft version of BOS presentation.	0.75	AOE 13-0001
ghicks	12/20/13	A	Note: Reviewed and discussed project with staff.	0.60	AOE 13-0001
jlyon	02/11/14	A		2.50	AOE 00-0000
jlyon	02/12/14	A		4.00	AOE 00-0000
jlyon	11/18/14	A	Note: Sienna Ridge Road	3.00	AOE 14-0001

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Project Tracking Report

10/30/2017, WO = 33225

Employee	Date	Task	Descrip
ajlyon	12/04/14	A	Note: S
ghicks	01/29/15	A	Note: R AOEs.
lrademacher	12/11/15	A	Note: Li
A Subtotal:			

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Labor Hours	Additional Info
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IRREVOCABLE OFFER OF DEDICATION

Irrevocable Offer of Dedication

IOD When lot line adjustments are proposed between two or more existing parcels. DOT involvement only when road issues are involved.

SOURCE OF DATA - FOR HOURS

Data:

Hours from: 7/1/2011 to 10/27/2017		
Total IOD's:		6
Exceptions deleted from analysis:		(2)
Total exceptions deleted from analysis:		(2)
Net Used for Analysis		4

HOURS PER UNIT

Number of Permits	4	
Total hours	13.40	
Average hour / Unit	3.35	

COST PER HOUR

An Senior Engineering Technician is the classification of employee that should be tasked with this work.

That position's Labor Rate for FY 18/19 is \$ 121.90 /hour

FLAT FEE CALCULATION

Current cost per hour	\$	121.90
x hours		3.35
Proposed Flat Fee =	\$	408.37
Rounded to	\$	408.00

PRIOR FEE COMPARISON

Current fee	\$	-
Proposed fee	\$	408.00
Net increase	\$	408

Other Information and Issues

The time data analyzed for this time period identified 6 projects. The 61.40 hours that were charged to projects. Two projects were eliminated due to excessive amounts of time spent on them. 4 projects were used to calculate the fee. The mean time spent for each IOD is 3.35 hrs. The 3.35 hours multiplied by the current billable rate for the job classification for a Senior Engineering Tech is rounded to the nearest whole dollar at \$408.00 per project.

Currently IOD's are assigned to the Surveyor's Office and no fee is being collected to cover Transportation Staff. In the previous fee study it was thought that the Surveyor would collect a fee with enough to cover Transportation staff time, however this is not being done.

Department of Transportation is recommending full cost recovery at \$408.00 for an IOD.



Jennifer Larson <jennifer.larson@edcgov.us>

Justification for Fees

Andrew Gaber <andrew.gaber@edcgov.us>

Wed, Nov 8, 2017 at 8:52 AM

To: Jennifer Larson <jennifer.larson@edcgov.us>

Cc: Greg Hicks <greg.hicks@edcgov.us>, LeeAnn Scheuring <leeann.scheuring@edcgov.us>

For the AOE's, (Abandonment of Easement) DOT staff reviews the easements to ensure that there aren't necessary for future facilities, extensions or that the County has facilities within them. These easements can be for storm drains, roadways, trails, public facilities, utilities, etc. The Surveyor's office is the primary point of contact and handles the technical review of these documents and takes them to the BOS. We do our review of the need for the easement as a part of the Surveyor's approval process.

For IOD's (Irrevocable Offers of Dedications) these are for future County or public roads or facilities and DOT staff reviews them to ensure they match improvement plans, specific plans, final maps, etc. Either the Surveyor's office or DOT can be the lead on processing these depending on the project. When the Surveyor's office is the lead, DOT staff reviews them as stated above. When DOT is the lead, the IOD's are typically part of a larger project and we just charge T&M for the processing.

General Vacations are processed when we receive a request to vacate a parcel of public ROW such as a roadway. DOT staff works with the applicant to prepare and process the necessary documents to determine if we can vacate the ROW, send it to the BOS for approval and then record the appropriate documents. We do not have a formal fee or authority to collect T&M for these at this time so staff time is typically charged to County Engineer overhead. We typically do not see these very frequently, but we anticipate seeing more of these the next few years as we try and shed unneeded parcels.

For the Encroachment Permit renewals, a typical situation is that a property owner has obtained a permit for a new driveway, but due to construction delays, funding delays, whatever, they are unable to complete construction within the stated time frame. When this happens with a building permit, Building is able to extend the permit. We are asking for creation of this fee so that we can extend these permits also without requiring a new permit.

From DOT's perspective, we don't see too many of the AOE's, IOD's or GV's, but they do occur often enough that it seems appropriate to create the fee categories. The alternative is for us to continue charging to County Engineer GFGL for our time on these.

On Thu, Nov 2, 2017 at 2:26 PM, Jennifer Larson <jennifer.larson@edcgov.us> wrote:

Hello,

Creighton is requesting a justification for the new fees that are being added for the departments. Can you please reply to this email with reason for the following fees:

- AOE
- IOD
- Permit Renewal (Road Encroachments)
- General Vacation

Thank you.

--

Sincerely,

Jennifer Larson

Accountant II

County of El Dorado

Community Development Services

Administration and Finance

2850 Fairlane Court

Placerville, CA 95667

19-0663 | 62 of 64

 **Time Keeping**
Project Tracking Report

Data.

PayPeriod 7/1/2011 thru 10/27/2017, WO = 33235

Employee	Date	Task	Description	Labor Hours	Additional Info
Project No: 33235		IOD (Irrevocable Offer of Dedication)			
A					
deggert	06/18/11	A	Note: toxic note	3.50	IOD 12-3456
deggert	06/18/11	A		4.50	IOD 12-3456
bmullens	06/18/11	A		5.00	IOD 12-3456
rchrimer	06/18/11	A		8.00	IOD 12-3456
dfloyd	07/18/11	A	Note: IOD 09-0006 Shingle Springs Fire Dept. - Searching for project file and reviewing background of title issues	3.50	IOD 09-0006
dfloyd	07/19/11	A	Note: Searching for related documents and preparing Legistar item	3.25	IOD 09-0006
dfloyd	08/04/11	A		3.75	IOD 11-0001
dfloyd	08/16/11	A		3.50	IOD 11-0001
lmassaro	08/17/11	A	Note: review and comment	2.00	IOD 02-0058
pмосbacher	08/17/11	A	Note: Receive, Research, Review, Prepare transmittal, & File Legal description 50 road & PUE.	2.50	IOD 11-0001
dfloyd	08/23/11	A	Note: Calls from and to surveyor and applicants	1.25	IOD 11-0001
pмосbacher	08/31/11	A	Note: Prep for and contact the project engineer regarding legal description review comments I made.	0.50	IOD 11-0001
dfloyd	09/01/11	A	Note: Faxes and calls to and from surveyor Re: legal and plat corrections; questions re: areas described	2.75	IOD 11-0001
dfloyd	09/08/11	A	Note: Reviewing background and reviewing legals and plats; calls from and to owners agent	4.75	IOD 09-0004
dfloyd	10/05/11	A	Note: Reviewing revised legal description and plat, preparing request for review to County Surveyor, and Resolution	2.25	IOD 11-0001
dfloyd	10/14/11	A	Note: Property research and setup project file	1.00	IOD 11-0002
dfloyd	10/25/11	A	Note: Project file transfer to Surveyors office	0.75	IOD 11-0001
dfloyd	11/29/11	A	Note: Reading through file and determining status	2.75	IOD 09-0004
dfloyd	12/05/11	A		3.00	IOD 09-0004
dfloyd	07/16/12	A	Note: Organizing and extensively reviewing project file to determine status in response to complaint received by Supervisor Briggs office; calls to and from Survey	7.50	IOD 09-0004
dfloyd	07/17/12	A		3.00	IOD 09-0004
dfloyd	07/18/12	A	Note: Emails re: coordinating in-house mtg	0.50	IOD 09-0004
dfloyd	08/02/12	A	Note: Discussions re: Magic Ring Road	1.00	IOD 09-0004
dfloyd	08/13/12	A		4.75	IOD 09-0004
dfloyd	08/14/12	A	Note: Mtgs re: steps needed to process and handoff to Surveyors office	3.50	IOD 09-0004
ghicks	07/05/13	A	Note: Researched Board agenda item for concurrence.	0.50	IOD 12-0002
jlyon	02/11/14	A	Note: Researching, discussing new job tasks assigned - Sienna Ridge, Sunset Lane w/ Dori. Met with Jennifer and discussed ROW processes.	2.50	IOD 00-0000
jlyon	02/12/14	A	Note: Sienna Ridge and Sunset Lane. Unable to locate job folders, re-creating files and data. Reached out to known contacts on each.	4.00	IOD 00-0000
elucas	12/15/14	A	Note: Review and discuss with supervisor.	0.50	IOD 14-012 ✕
ghicks	02/10/15	A	Note: Reviewed and took no exception to IOD.	0.40	IOD 14-0011
ghicks	02/16/15	A	Note: Processed IOD.	0.30	IOD 15-0002



Time Keeping

Project Tracking Report

PayPeriod 7/1/2011 thru 10/27/2017, WO = 33235

Employee	Date	Task	Description	Labor Hours	Additional Info
ghicks	02/16/15	A	Note: Reviewed and commented on IOD.	0.40	IOD 14-0012 *
ghicks	02/16/15	A	Note: Processed IOD.	0.30	IOD 15-0001
lrademacher	09/02/15	A	Note: reviewed IOD	0.50	IOD 15-006
lrademacher	09/18/15	A	Note: IOD - review drainage easement	1.00	IOD 14-012 *
lrademacher	10/07/15	A	Note: Carson Creek Drainage	1.00	IOD 15-0006
lrademacher	10/07/15	A	Note: Carson Creek Drainage	1.00	IOD 14-0012 *
lrademacher	10/27/15	A	Note: IOD Bass Lake	1.00	IOD 14-0010
ghicks	10/30/15	A	Note: Discussed project with staff.	0.50	IOD 15-0009
lrademacher	10/30/15	A	Note: PUE Carson Creek	1.25	IOD 15-0008
lrademacher	10/30/15	A	Note: Dollar General - conditions	2.00	IOD 15-0009
lrademacher	11/02/15	A	Note: PUE	1.00	IOD 15-0008
lrademacher	11/03/15	A	Note: PUE research	1.50	IOD 15-0008
lrademacher	11/12/15	A	Note: approved IOD	0.75	IOD 15-0009
lrademacher	12/03/15	A	Note: Review IOD-11 & TCE-11	1.00	IOD 14-0010
lrademacher	12/08/15	A	Note: Review IOD/TCE-11, IOD-27, IOD/TCE-28, IOD/TCE-53 & IOD/TCE-21	1.50	IOD 14-0010

A Subtotal:

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Total for 33235:

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