



# CITY OF CLOVIS BENEFIT ASSESSMENT DISTRICT NO. 95-1



Fiscal Year 2015-16  
Final Engineer's Report

June 1, 2015

Prepared by:  
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CITY OF CLOVIS  
CITY COUNCIL MEMBERS AND CITY STAFF

FISCAL YEAR 2015-16

City Council Members

Nathan Magsig  
Mayor

Bob Whalen  
Mayor Pro-Tem

Harry Armstrong  
Council Member

Lynne Ashbeck  
Council Member

Jose Flores  
Council Member

Agency Staff Members

Robert Woolley  
City Manager

David Wolfe  
City Attorney

John Holt  
Assistant City Manager/  
City Clerk

Jamie Hughson  
Finance Director

Steven White  
Assistant Director of Planning  
and Development Services/City Engineer

Luke Serpa  
Public Utilities Director

*Francisco & Associates, Inc.*  
Assessment Engineer

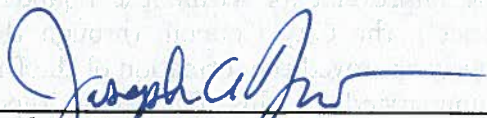
ENGINEER'S REPORT

CITY OF CLOVIS  
ENGINEER'S REPORT FOR THE CITY'S  
BENEFIT ASSESSMENT DISTRICT NO. 95-1

FY 2015-16

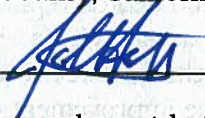
The undersigned, acting on behalf of Francisco & Associates, Inc. respectfully submits the enclosed Engineer's Report as directed by the Clovis City Council pursuant to the provisions of the Benefit Assessment Act of 1982, Article XIII C and XIII D of the California Constitution and pursuant to the Charter and Municipal Code of the City of Clovis. The undersigned certifies that he is a Professional Engineer, registered in the State of California.

Dated: May 12, 2015

By:   
Joseph A. Francisco, P.E.  
RCE #40688

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram, thereto attached, was filed with me on the 25 day of MAY, 2015.

John Holt, City Clerk  
City of Clovis  
Fresno County, California

By: 

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram, thereto attached, was approved and confirmed by the Council of the City of Clovis, Fresno County, California, on the 1 day of JUNE, 2015, by adoption of Resolution No. 15-68

John Holt, City Clerk  
City of Clovis  
Fresno County, California

By: 

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram, thereto attached, was filed in my office in the County of Fresno, on the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Vicki Crow, CPA, Auditor  
Fresno County, California

By: \_\_\_\_\_

SECTION I

INTRODUCTION  
ENGINEER'S REPORT

CITY OF CLOVIS  
ENGINEER'S REPORT FOR THE CITY'S  
BENEFIT ASSESSMENT DISTRICT NO. 95-1

FY 2015-16

*Background Information*

To insure the proper flow of funds for the ongoing operation, maintenance and servicing of specific improvements within the boundaries of the Benefit Assessment District No. 95-1 ("District"), the City Council, through the Benefit Assessment Act of 1982 ("1982 Act"), previously approved the formation of the District which includes two (2) benefit areas, which are summarized in this Engineer's Report ("Report"). Improvements, which may be constructed, operated, maintained and serviced by the District, include, but are not limited to:

Sidewalks, curbs and gutters, pavement, valley gutters, entrance control gates, medians islands and median island landscaping, drainage inlets and street lights.

Generally, Developers as a part of their development conditions, are required to construct the improvements listed above which benefit their development. However, the ongoing operation, maintenance, servicing and capital replacement of these improvements are financed through the levy of assessments on parcels within the District. As new developments occur, benefit areas may be created within the District to ensure that the operation, maintenance, servicing and capital replacement of the improvements are specifically paid for by those property owners who directly benefit from those improvements.

*Current Annual Administration*

As required by the Benefit Assessment Act of 1982, this Report includes for the ensuing fiscal year: (1) a general description of the improvements to be constructed, operated, maintained and serviced by the District, (2) an estimated budget to construct, operate, maintain and service the improvements, (3) the method used to distribute the costs to the benefiting property owners within the District, (4) a diagram of the District and associated benefit areas, and (5) listing of the proposed Fiscal Year 2015-16 assessments to be levied upon each assessable lot or parcel within the District.

The City of Clovis will hold a Public Hearing on June 1, 2015, regarding the Fiscal Year 2015-16 annual levy and collection of assessments for all benefit areas within the District. At the Public Hearing all property owners and interested persons will be given an opportunity to be heard. At the conclusion of the Public Hearing, the City Council may adopt a resolution confirming the Fiscal Year 2015-16 levy and collection of assessments for all benefit areas as originally proposed or as modified.

Payment of these annual assessments for each parcel will be made in the same manner and at the same time as payments are made for their annual property taxes. All funds collected through the assessments must be placed in a special fund and can only be used for the purposes stated within this Report.

SECTION II

ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE  
BENEFIT ASSESSMENT ACT OF 1982  
SECTION 54703 THROUGH 54720  
OF THE CALIFORNIA GOVERNMENT CODE

Pursuant to the Benefit Assessment Act of 1982 (Part 1 of Division 2 of Title 5 of the Government Code of the State of California) and in connection with the proceedings for:

CITY OF CLOVIS  
BENEFIT ASSESSMENT DISTRICT NO. 95-1

Herein after referred to as the "District", I, Joseph A. Francisco, the duly appointed ENGINEER OF WORK, submit herewith the "Report" consisting of five (5) parts as follows:

**PART A: PLANS AND SPECIFICATIONS**

This part describes the improvements to be financed by the District. Plans and specifications for the improvements are as set forth on the lists thereof, attached hereto, and are on file in the Office of the City Clerk of the City of Clovis and are incorporated herein by reference.

**PART B: ESTIMATE OF COST**

This part contains an estimate of the cost of the proposed improvements, including incidental costs and expenses in connection therewith.

**PART C: ASSESSMENT DISTRICT DIAGRAM**

This part incorporates by reference a diagram of the District showing the boundaries of any benefit areas within the District and the lines and dimensions of each lot or parcel of land within the District. The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Fresno County Assessor for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference and made part of this Report.

**PART D: METHOD OF APPORTIONMENT OF ASSESSMENT**

This part contains the method of apportionment of assessments, based upon parcel classification of land within the District, in proportion to the estimated benefits to be received.

**PART E: PROPERTY LIST AND ASSESSMENT ROLL**

This part contains a list of the Fresno County Assessor's parcel numbers, and the amount to be assessed upon the benefited lands within the District. The Assessment Roll is filed in the Office of the Clovis City Clerk and is incorporated in this Report by reference. The list is keyed to the records of the Fresno County Assessor, which are incorporated herein by reference.

PART A

PLANS AND SPECIFICATIONS

The facilities, which have been constructed within the City of Clovis, and those which may be subsequently constructed, operated, maintained and serviced are generally described as follows:

Street Facilities

Street facilities consist of, but are not limited to: operation, maintenance and servicing of sidewalks parallel to and within 27 feet of the center line of the streets, curbs and gutters, paved sections, valley gutters, four entrance control gates located on Birch Avenue, Chennault Avenue, Oxford Avenue and Dartmouth Avenue, median islands and landscaping in the median islands, drainage inlet structures, street lights that are a part of the street lighting system as normally required by the City which include all labor, materials, transportation, parts, electricity and equipment necessary and required to operate, maintain, preserve and replace all or any part of any improvements within the boundaries of the District.



PART B

ESTIMATE OF COST

The 1982 Act requires that a special fund be set up for the collection of revenues and expenditures for the District. The 1982 Act provides that the total cost for the construction, operation, maintenance and servicing of the street facilities can be recovered by the District. Incidental expenses including administration of the District, engineering fees, legal fees and all other costs associated with the District can also be included.

Revenues collected from the assessments within each benefit area shall be used only for the expenditures with each benefit area as authorized under the 1982 Act. Any balance remaining at the end of the fiscal year must be carried over to the next fiscal year.

Tables 1 and 2 below provide a summary of the total FY 2015-16 estimated revenues and expenditures for each benefit area.

For a detailed breakdown on the revenues and expenditures for each benefit area within the District please refer to Appendix "A" and Appendix "B" in this report.

TABLE NO. 1: COST ESTIMATE FY 2015-16	
Benefit Area I	
	Proposed FY 2015-16
Projected Balance as of June 30, 2015	\$47,293
<b>Revenue</b>	
Annual Assessments	<u>\$25,065</u>
<b>Total Revenue</b>	<b>\$72,358</b>
<b>Expenditure<sup>(1)</sup></b>	
Street Improvements Repair	\$0
Electronic Gate Maintenance	(\$1,500)
Telephone	(\$289)
Street Sweeping	(\$1,620)
Landscape Maintenance	(\$3,300)
Electrical Power for Gate and Streetlights	(\$4,035)
City Administration Costs	(\$150)
County Collection Fees	(\$8)
District Administrator	(\$8,100)
Assessment Engineering	(\$1,554)
Insurance	(\$761)
	<b>(\$21,317)</b>
<b>Reserve Detail</b>	
Required Operating Reserves <sup>(2)</sup>	(\$10,659)
Available Capital Reserves <sup>(3)</sup>	<u>(\$40,382)</u>
	<b>(\$51,041)</b>
<b>Total Expenses:</b>	<b>(\$72,358)</b>
<b>Assessment Rate (45 Parcels)</b>	<b>\$557.00/parcel</b>

Notes:

<sup>(1)</sup> See Appendix "A" for a detailed description of expenses

<sup>(2)</sup> Operating reserves are needed for the Fiscal Year 2015-16 because the City does not receive assessment revenue from the County until the end of December of each year, therefore it is necessary to have an operating reserve to fund 6 months of cash flow from July 1 through December 31 of each fiscal year.

<sup>(3)</sup> Capital reserve funds will be used in the event capital facilities need to be replaced because they have reached the end of their useful life.

TABLE NO. 2: COST ESTIMATE FY 2015-16 Benefit Area II	
	Proposed FY 2015-16
Projected Balance as of June 30, 2015	\$66,852
<b>Revenue</b>	
Annual Assessments	<u>\$37,341</u>
Total Revenue	\$104,193
<b>Expenditure<sup>(1)</sup></b>	
Street Improvements Repair	\$0
Electronic Gate Maintenance	(\$2,500)
Telephone	(\$375)
Street Sweeping	(\$1,620)
Landscape Maintenance	(\$4,704)
Electrical Power for Gate and Streetlights	(\$4,800)
City Administration Costs	(\$270)
County Collection Fees	(\$14)
District Administrator	(\$14,580)
Assessment Engineering	(\$2,796)
Insurance	<u>(\$1,500)</u>
	(\$33,159)
<b>Reserve Detail</b>	
Required Operating Reserves <sup>(2)</sup>	(\$16,580)
Available Capital Reserves <sup>(3)</sup>	<u>(\$54,454)</u>
	(\$71,034)
Total Expenses:	(\$104,193)
Assessment Rate (81 Parcels)	\$461.00/parcel

Notes:

<sup>(1)</sup> See Appendix "B" for a detailed description of expenses

<sup>(2)</sup> Operating reserves are needed for the Fiscal Year 2015-16 because the City does not receive assessment revenue from the County until the end of December of each year, therefore it is necessary to have an operating reserve to fund 6 months of cash flow from July 1 through December 31 of each fiscal year.

<sup>(3)</sup> Capital reserve funds will be used in the event capital facilities need to be replaced because they have reached the end of their useful life.

PART C

ASSESSMENT DISTRICT DIAGRAM

The boundary of the District is completely within the boundaries of the City of Clovis. The Assessment Diagram for the two benefit areas is on file in the Office of the City Clerk of the City of Clovis and is shown on the following page of this Report. The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Fresno County Assessor, for the year when this Report was prepared, and are incorporated by reference herein and made part of this Report.





# City of Clovis

## Benefit Assessment District No. 95-1

### Blackhorse Estates

### Benefit Area Diagram

**LEGEND**

-  Parcel Lines
-  Benefit Assessment District Boundary
-  Parcels within Benefit Area I
-  Parcels within Benefit Area II



Prepared by Francisco & Associates, Inc.



PART D

METHOD OF APPORTIONMENT OF ASSESSMENT

This section explains the benefits to be derived from the street facility improvements and the methodology used to apportion the costs to the benefitting properties within the District.

**Discussion of Special Benefit**

Part 1 of Division 2 of Title 5 of the Government Code, the Benefit Assessment Act of 1982, permits the establishment of assessment districts by Agencies for the purpose of providing certain public improvements and services which include the construction, operation, maintenance and servicing of street facilities.

Section 54711 of the Benefit Assessment Act of 1982 requires that maintenance assessments must be levied according to benefit rather than according to assessed value. This Section states:

*“The amount of the assessment imposed on any parcel of property shall be related to the benefit to the parcel which will be derived from the provision of the service.”*

In addition, the 1982 Act permits the designation of zones or areas of benefit within any individual assessment district.

Article XIIIID, Section 4(a) of the California Constitution (also known as Proposition 218) limits the amount of any assessment to the proportional special benefit conferred on the property.

*“No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel.”*

Article XIIIID provides that publicly owned properties must be assessed unless there is clear and convincing evidence that those properties receive no special benefit from the assessment. Exempted from the assessment would be the areas of public streets, public avenues, public lanes, public roads, public drives, public courts, public alleys, public easements and rights-of-ways, public greenbelts and public parkways, and that portion of public property that is not developed and used for business purposes similar to private residential, commercial, industrial and institutional activities.

**Special versus General Benefit**

In the absence of an annual assessment, the street maintenance activities within each benefit area of the District would not be provided. All of the assessment proceeds derived from each benefit area will be utilized to fund the cost of providing a level of tangible “special benefits” in the form of property related services which benefit individual properties to which the services are provided. The assessments are also structured to provide specific improvements within each benefit area, further ensuring that the improvements funded by the assessments are of specific and special benefit to property within each benefit area.

The street facilities in each benefit area of the District were specifically designed, located and created to provide vehicular access to residences for the direct advantage of property inside the

benefit area, and not the public at large. The boundaries of the benefit area have been narrowly drawn to include only those parcels that receive a direct advantage from the improvements. Other properties that are outside a benefit area do not benefit from those property related improvements.

It is therefore concluded that all the street maintenance activities funded by the Assessments are of special benefit to the identified benefiting properties located within the benefit areas and that the value of the special benefits from such Improvements to property in the benefit areas reasonably exceeds the cost of the Assessments for every assessed parcel in the benefit areas. (In other words, as required by Proposition 218: the reasonable cost of the proportional special benefit conferred on each parcel does not exceed the cost of the assessments.)

### STREET FACILITY BENEFIT DETERMINATION

The proper functioning of street facilities is imperative for the vehicular access to the residences within the District. Proper operation, maintenance, and servicing of street facilities located in these private easements benefit properties that are accessed by these private easements.

### ASSESSMENT METHODOLOGY

The 1982 Act requires that assessments must be based on the benefit that the subject properties receive from the improvements being maintained. The improvements to be maintained by the District relate to the vehicular access from the public streets, adjacent to the District, to the residences within the District.

Each year, the Engineer for the District shall evaluate the conditions of the improvements to be maintained by the District and shall estimate the required costs of the maintenance and incidental costs and spread the assessments to the benefitting properties. A portion of the estimated costs may be set aside for significant maintenance items, such as seal coats and street surface overlays that are scheduled for 8 and 20 years respectively, from the date of the assessment. If necessary, revised amounts for the assessments will be determined by the Engineer for the District then considered by the City Council of the City of Clovis to revise the amounts of the assessments as they deem appropriate.

Since the assessments are levied on the owners of properties as shown on the secured property tax rolls, the final charges must be assigned by Assessor's Parcel Number.

The single-family residential parcel has been selected as the basic unit for the calculation of assessments since it represents all of the parcels within the District. Therefore, the single-family residential parcel has been determined to have equal vehicular access from the public streets, adjacent to the District, to the residential parcels. For the spread of the assessments, there are 45 residential parcels in Benefit Area I and 81 residential parcels in Benefit Area II that will be assessed for the maintenance of the improvements. Therefore, the maintenance and incidental costs for Benefit Area I will be equally spread to each of the residential parcels within Benefit Area I and the maintenance and incidental costs for Benefit Area II will be equally spread to each of the residential parcels within Benefit Area II.

Below is a listing of each of the benefit areas, their corresponding number and type of parcels within each benefit area and the method of apportioning the costs of the improvements to the benefiting parcels.

**Benefit Area I**

Benefit Area I is comprised of 45 single-family residential parcels. In FY 2015-16 there are 45 assessable parcels, and the total assessment revenue needed to operate and maintain the facilities within Benefit Area I is \$25,065. This results in the following assessments that will be levied:

FY 2015-16 Rate: \$557/parcel

**Benefit Area II**

Benefit Area II is comprised of 81 single-family residential parcels. In FY 2015-16 there are 81 assessable parcels, and the total assessment revenue needed to operate and maintain the facilities within Benefit Area II is \$37,341. This results in the following assessments that will be levied:

FY 2015-16 Rate: \$461/parcel



PART E

PROPERTY LIST AND ASSESSMENT ROLL

A list of the addresses of all parcels, and the description of each lot or parcel within each of the City of Clovis's Benefit Assessment District No. 95-1 is shown on the last equalized Property Tax Roll of the Fresno County Assessor, which by reference is hereby made a part of this Report.

This list is keyed to the Assessor's Parcel Numbers as shown on the Assessment Roll, which includes the maximum proposed amount of assessments apportioned to each lot or parcel. The Assessment Roll is on file in the Office of the City Clerk of the City of Clovis and is shown in this Report as Appendix "C".

APPENDIX A  
DETAILED STATEMENT OF COSTS AREA I

## BENEFIT AREA I

### DETAILED STATEMENT OF COSTS

The detailed description of costs for each of the improvements to be operated, maintained and serviced in Benefit Area I, and those which may be subsequently operated, maintained and serviced are generally described as follows:

#### Street Improvements Repair

The work covered by this item is the repair of one of the following improvements:

1. Street pavement and surface maintenance
2. Curb, gutter and sidewalk
3. Street or traffic signs
4. Storm drain inlets
5. Concrete valley gutters

Based on historical data, repairs to the above mentioned street improvements are not needed each fiscal year. If it is anticipated that repairs are needed in an ensuing fiscal year, funds will be budgeted and utilized from the capital reserve fund.

The amount to be assessed for street improvements repair in Fiscal Year 2015-16 is \$0.00.

#### Electronic Gate Maintenance

There are two electronic gates that will be maintained by the District. The District maintains insurance for the damage and/or destruction of the gates which has an initial \$500.00 deductible payment. The insurance is from State Farm Insurance. If the gates are damaged, the maximum that the District will contribute toward the repair or replacement of the gates is \$500.00 per occasion.

The electronic gate system has developed the need for major repairs and/or replacement in the near future. Due to their heavy usage, it is recommended that a more substantial gate system be installed. To establish sufficient reserves for its replacement, this assessment has been set at \$1,500.00/year.

The amount to be assessed for electronic gate maintenance/replacement in Fiscal Year 2015-16 is \$1,500.00.

#### Telephone Costs

Telephone costs are for maintaining the telephone located at the entrance gate which will be used by people at the gate to communicate with the residents of the District.

There are two gates. One gate is an "Enter Only" gate and the other is an "Exit Only" gate. There will only be one telephone to be maintained at the "Enter Only" gate.

The telephone system is a private system and the cost for repair and replacement of the telephone equipment, when needed, will be paid for from the capital reserve fund. Historical data has documented the average annual costs for repair of telephone equipment is approximately \$70.00 per year.

The annual charge for the telephone by Pacific Bell is based on all local calls. Historical data shows the annual charge is \$289.00 per year.

The amount to be assessed for telephone operation and maintenance in Fiscal Year 2015-16 is \$289.00.

### **Street Sweeping**

These costs are based on a firm bid obtained by the District Administrator.

The streets will be swept once a month within Benefit Area I, for a cost of \$135/month.

The amount to be assessed for street sweeping in Fiscal Year 2015-16 is \$1,620.00 (12 months x \$135/month).

### **Landscape Maintenance**

The areas, where landscaping was originally scheduled to be maintained by the District, are in the median island planters constructed at the gates. The total area of landscaping to be maintained was approximately 500 square feet.

Historically, the residents within Benefit Area I have routinely requested a higher level of landscape installation and maintenance than was originally planned, including the planting of annual flowers and resulting increased maintenance costs. As a result, the annual assessment for landscape maintenance was increased to \$3,300.00.

Based upon a firm bid obtained by the District Administrator, the total cost of landscape maintenance including City of Clovis water charges will be \$275.00 per month.

The amount to be assessed for landscape maintenance in Fiscal Year 2015-16 is \$3,300.00 (12 months x \$275/month).

### **Electrical Power for Gate and Streetlights**

These costs are estimated based upon historical data, adjusted for rate increases.

Historical data shows the annual charge for electricity is \$4,035.00 per year.

The total amount to be assessed for electrical costs for gate operations and street lights is in Fiscal Year 2015-16 is \$4,035.00.

### City Administration Costs

The City of Clovis will have many responsibilities for the administration of the District. Included in these costs are:

- a. City Council Costs related to notices, hearings, etc.
- b. Attorney fees for the City Attorney to prepare the legal documents as are required for the operation of the District.
- c. Staff time for the preparation of documents necessary for the on-going operation of the District.
- d. Staff time for the review of documents prepared by District Consultants as necessary for the on-going operations of the District.
- e. Staff time related to the timely application of necessary maintenance and repairs as required.

Historically, the City of Clovis has assessed minimal charges to the District for their services. The estimated annual cost for the City is \$150.00.

The total amount to be assessed for City of Clovis administration costs in Fiscal Year 2015-16 is \$150.00.

### County Collection Fees

The costs from the County of Fresno related to the collection of assessments and transfer of funds to the City are \$0.17 per parcel.

The amount to be assessed for the County of Fresno costs in Fiscal Year 2015-16 is \$8.00 (45 parcels x \$0.17/parcel).

### District Administrator

The District Administrator is Pacific Central Management Corporation, a Real Estate Management Firm. They have a contract with the District to manage the maintenance of the improvements for the District for \$22,680.00 per year, or \$180.00 per parcel within the total District.

The total amount to be assessed for the District administration in Fiscal Year 2015-16 is \$8,100.00 per year (45 parcels x \$180.00/parcel).

Assessment Engineering

The District Engineer is Francisco & Associates, Inc. They have a contract with the District to perform the assessment engineering services for the sum of \$1,554.00 per year.

The amount to be assessed for District Engineering services in Fiscal Year 2015-16 is \$1,554.00.

Insurance Costs

The District will carry property damage insurance for protection for damage to the gates and Comprehensive General Liability Insurance with Excess Coverage.

The property insurance is issued by State Farm Insurance Company. It provides for a maximum of \$80,000.00 per occurrence for damage to the gates and fences with a \$500.00 deductible. The cost of one gate new is \$8,500.00. The cost of the property insurance is \$500.00 per year.

The Comprehensive Liability Insurance is issued by State Farm Insurance Company, which has the following coverage:

\$3,000,000.00	General Aggregate
\$3,000,000.00	Each Occurrence
\$3,000,000.00	Personal Injury
\$ 50,000.00	Fire Damage Legal Liability

The total premiums for the Property Damage and Liability Insurance are \$761.00.

The amount to be assessed for insurance costs in Fiscal Year 2015-16 is \$761.00 per year.

Capital Reserve

On the recommendation of the District Administrator and the City of Clovis Finance Department, the Capital Reserve was established to provide funding for known expenses that do not occur on an annual basis.

Included in the Capital Reserve are funds for the roadway slurry maintenance, gate replacement, gate operator replacement, gate support columns and track replacement, and gate phone/phone board replacement.

The City of Clovis will be working with the District Engineer in Fiscal Year 2015-16 to evaluate the current improvements and their remaining useful life in order to create a Capital Reserve program to be implemented in Fiscal Year 2016-17.

APPENDIX B  
DETAILED STATEMENT OF COSTS AREA II

## BENEFIT AREA II

### DETAILED STATEMENT OF COSTS

The detailed description of costs for each of the improvements to be operated, maintained and serviced in Benefit Area II, and those which may be subsequently operated, maintained and serviced are generally described as follows:

#### Street Improvements Repair

The work covered by this item is the repair of one of the following improvements:

1. Street pavement and surface maintenance
2. Curb, gutter and sidewalk
3. Street or traffic signs
4. Storm drain inlets
5. Concrete valley gutters

Based on historical data, repairs to the above mentioned street improvements are not needed each fiscal year. If it is anticipated that repairs are needed in an ensuing fiscal year, funds will be budgeted and utilized from the capital reserve fund.

The amount to be assessed for street improvements repair in Fiscal Year 2015-16 is \$0.00.

#### Electronic Gate Maintenance

There are two electronic gates that will be maintained by the District. The District maintains insurance for the damage and/or destruction of the gates which has an initial \$500.00 deductible payment. The insurance is from State Farm Insurance. If the gates are damaged, the maximum that the District will contribute toward the repair or replacement of the gates is \$500.00 per occasion.

The electronic gate system has developed the need for major repairs and/or replacement in the near future. Due to their heavy usage, it is recommended that a more substantial gate system be installed. To establish sufficient reserves for its replacement, this assessment has been set at \$2,500.00/year.

The amount to be assessed for electronic gate maintenance/replacement in Fiscal Year 2015-16 is \$2,500.00.

#### Telephone Costs

Telephone costs are for maintaining the telephone located at the entrance gate which will be used by people at the gate to communicate with the residents of the District.



There are two gates. One gate is an "Enter Only" gate and the other is an "Exit Only" gate. There will only be one telephone to be maintained at the "Enter Only" gate.

The telephone system is a private system and the cost for repair and replacement of the telephone equipment, when needed, will be paid for from the capital reserve fund. Historical data has documented the average annual costs for repair of telephone equipment is approximately \$70.00 per year.

The annual charge for the telephone by Pacific Bell is based on all local calls. Historical data shows the annual charge is \$375.00 per year.

The amount to be assessed for telephone operation and maintenance in Fiscal Year 2015-16 is \$375.00.

### **Street Sweeping**

These costs are based on a firm bid obtained by the District Administrator.

The streets will be swept once a month within Benefit Area I, for a cost of \$135/month.

The amount to be assessed for street sweeping in Fiscal Year 2015-16 is \$1,620.00 (12 months x \$135/month).

### **Landscape Maintenance**

The areas, where landscaping was originally scheduled to be maintained by the District, are in the median island planters constructed at the gates. The total area of landscaping to be maintained was approximately 500 square feet.

Based upon a firm bid obtained by the District Administrator, the total cost of landscape maintenance including City of Clovis water charges will be \$392.00 per month.

The amount to be assessed for landscape maintenance in Fiscal Year 2015-16 is \$4,704.00 (12 months x \$392/month).

### **Electrical Power for Gate and Streetlights**

These costs are estimated based upon historical data, adjusted for rate increases.

Historical data shows the annual charge for electricity is \$4,800.00 per year.

The total amount to be assessed for electrical costs for gate operations and street lights is in Fiscal Year 2015-16 is \$4,800.00.

### City Administration Costs

The City of Clovis will have many responsibilities for the administration of the District. Included in these costs are:

- a. City Council Costs related to notices, hearings, etc.
- b. Attorney fees for the City Attorney to prepare the legal documents as are required for the operation of the District.
- c. Staff time for the preparation of documents necessary for the on-going operation of the District.
- d. Staff time for the review of documents prepared by District Consultants as necessary for the on-going operations of the District.
- e. Staff time related to the timely application of necessary maintenance and repairs as required.

Historically, the City of Clovis has assessed minimal charges to the District for their services. The estimated annual cost for the City is \$270.00.

The total amount to be assessed for City of Clovis administration costs in Fiscal Year 2015-16 is \$270.00.

### County Collection Fees

The costs from the County of Fresno related to the collection of assessments and transfer of funds to the City are \$0.17 per parcel.

The amount to be assessed for the County of Fresno costs in Fiscal Year 2015-16 is \$14.00 (81 parcels x \$0.17/parcel).

### District Administrator

The District Administrator is Pacific Central Management Corporation, a Real Estate Management Firm. They have a contract with the District to manage the maintenance of the improvements for the District for \$22,680.00 per year, or \$180.00 per parcel within the total District.

The total amount to be assessed for the District administration in Fiscal Year 2015-16 is \$14,580.00 per year (81 parcels x \$180.00/parcel).

### Assessment Engineering

The District Engineer is Francisco & Associates, Inc. They have a contract with the District to perform the assessment engineering services for the sum of \$2,796.00 per year.

The amount to be assessed for District Engineering services in Fiscal Year 2015-16 is \$2,796.00.

Insurance Costs

The District will carry property damage insurance for protection for damage to the gates and Comprehensive General Liability Insurance with Excess Coverage.

The property insurance is issued by State Farm Insurance Company. It provides for a maximum of \$80,000.00 per occurrence for damage to the gates and fences with a \$500.00 deductible. The cost of one gate new is \$8,500.00. The cost of the property insurance is \$500.00 per year.

The Comprehensive Liability Insurance is issued by State Farm Insurance Company, which has the following coverage:

\$3,000,000.00	General Aggregate
\$3,000,000.00	Each Occurrence
\$3,000,000.00	Personal Injury
\$ 50,000.00	Fire Damage Legal Liability

The total premiums for the Property Damage and Liability Insurance are \$1,500.00.

The amount to be assessed for insurance costs in Fiscal Year 2015-16 is \$1,500.00 per year.

Capital Reserve

On the recommendation of the District Administrator and the City of Clovis Finance Department, the Capital Reserve was established to provide funding for known expenses that do not occur on an annual basis.

Included in the Capital Reserve are funds for the roadway slurry maintenance, gate replacement, gate operator replacement, gate support columns and track replacement, and gate phone/phone board replacement.

The City of Clovis will be working with the District Engineer in Fiscal Year 2015-16 to evaluate the current improvements and their remaining useful life in order to create a Capital Reserve program to be implemented in Fiscal Year 2016-17.

APPENDIX C  
ASSESSMENT ROLL

*CITY OF CLOVIS*  
*ASSESSMENT DISTRICT NO. 1995-1*  
*(Blackhorse Estates)*  
*Final Assessment Roll*  
*Fiscal Year 2015-16*  
*Benefit Area 1*

Assessor's Parcel Number	Benefit Area	Assessment Amount	Property Owner	Property Address	Tract and Lot
562-151-08	1	\$557.00	NISHIMURA GAREY	25 CHENNAULT AVE	TR 4299 Lot 1
562-151-09	1	\$557.00	SHEPHERD MARIANNE K TRUSTEE	45 CHENNAULT AVE	TR 4299 Lot 2
562-151-10	1	\$557.00	ANTARAMIAN PETER	65 CHENNAULT AVE	TR 4299 Lot 3
562-151-11	1	\$557.00	TWEDT BRIAN D & VICKIE L	85 CHENNAULT AVE	TR 4299 Lot 4
562-151-12	1	\$557.00	SYVERTSEN WILLIAM & CHERYLE L FAM TRUST	105 CHENNAULT AVE	TR 4299 Lot 5
562-151-13	1	\$557.00	MAEZ VIVIAN	125 CHENNAULT AVE	TR 4299 Lot 6
562-152-04	1	\$557.00	NIMERI ABDELRAHMAN & SHAIMA	650 N CHERRY LN	TR 4299 Lot 41
562-152-05	1	\$557.00	RIAR PAUL & SIMERJIT	640 N CHERRY LN	TR 4299 Lot 40
562-152-06	1	\$557.00	VALENTINE HENRY R & LINDA L	42 CHENNAULT AVE	TR 4299 Lot 43
562-152-07	1	\$557.00	SAHOTA PAUL	62 CHENNAULT AVE	TR 4299 Lot 42
562-153-03	1	\$557.00	TAKEDA VICTOR K & ANNE M TRUSTEES	665 N CHERRY LN	TR 4299 Lot 18
562-153-04	1	\$557.00	ZIMMERMAN BARBARA T TRUSTEE	655 N CHERRY LN	TR 4299 Lot 19
562-153-05	1	\$557.00	ENNS JAMES E & GAIL R	635 N CHERRY LN	TR 4299 Lot 20
562-153-06	1	\$557.00	STAFFORD FRANKLIN H	611 N CHERRY LN	TR 4299 Lot 21
562-153-07	1	\$557.00	CLIMER ERIC	601 N CHERRY LN	TR 4299 Lot 22
562-153-13	1	\$557.00	BREWER JAMES R & CARLA J	624 N OXFORD AVE	TR 4299 Lot 12
562-153-14	1	\$557.00	CHAVEZ MANUEL A & ROSSANNE C	634 N OXFORD AVE	TR 4299 Lot 13
562-153-15	1	\$557.00	RICHEIN DOUGLAS L & LAURA M	644 N OXFORD AVE	TR 4299 Lot 14
562-153-16	1	\$557.00	SHIDIYWAH SAIF & HUDA	664 N OXFORD AVE	TR 4299 Lot 15
562-153-17	1	\$557.00	RICHARDSON JOYCE	684 N OXFORD AVE	TR 4299 Lot 16
562-153-18	1	\$557.00	HASSAN WAQAR	102 CHENNAULT AVE	TR 4299 Lot 17
562-153-19	1	\$557.00	DILDINE GERALD S & D DENISE	614 N OXFORD AVE	TR 4299 Lot 11
562-153-20	1	\$557.00	HATCH DAVID C & MARY ANNE L	651 N OXFORD AVE	TR 4299 Lot 10
562-153-21	1	\$557.00	TILLEY SHARRON F TRUSTEE	671 N OXFORD AVE	TR 4299 Lot 9
562-153-22	1	\$557.00	MEIKLE DIANE L TRUSTEE	691 N OXFORD AVE	TR 4299 Lot 8
562-153-23	1	\$557.00	BROBST JAMES H & M ARLENE TRUSTEES	711 N OXFORD AVE	TR 4299 Lot 7
562-153-24	1	\$557.00	GILL SHERAZ	731 N OXFORD AVE	Por of Lot 6 Clovis Colony
562-161-01	1	\$557.00	GANDY ANN TRUSTEE	610 N CHERRY LN	TR 4299 Lot 37
562-161-02	1	\$557.00	HEMMAN RONALD D & STEPHANIE J	620 N CHERRY LN	TR 4299 Lot 38
562-161-03	1	\$557.00	LARSON DAVID	630 N CHERRY LN	TR 4299 Lot 39
562-161-04	1	\$557.00	GATES GINGER G	57 BIRCH AVE	TR 4299 Lot 36
562-161-05	1	\$557.00	O HARA MICHAEL & CYNTHIA	55 BIRCH AVE	TR 4299 Lot 35
562-161-06	1	\$557.00	DER HAROUTUNIAN VASKEN & LINDA	51 BIRCH AVE	TR 4299 Lot 34
562-161-07	1	\$557.00	LUONG HING BAO & OANH HOANG MAI TRS	47 BIRCH AVE	TR 4299 Lot 33
562-161-08	1	\$557.00	HAMILTON KEITH R & BRENDA S	37 BIRCH AVE	TR 4299 Lot 32
562-162-01	1	\$557.00	ECKEL DENNIS D & MARIA R TRS	94 BIRCH AVE	TR 4299 Lot 23
562-162-02	1	\$557.00	KHAN SAMIA	84 BIRCH AVE	TR 4299 Lot 24
562-162-03	1	\$557.00	CARUSO HILDA M	74 BIRCH AVE	TR 4299 Lot 25
562-162-04	1	\$557.00	BRONSON JAMES C & MICHELLE L	64 BIRCH AVE	TR 4299 Lot 26

*CITY OF CLOVIS*  
*ASSESSMENT DISTRICT NO. 1995-1*  
*(Blackhorse Estates)*  
*Final Assessment Roll*  
*Fiscal Year 2015-16*  
*Benefit Area 1*

Assessor's Parcel Number	Benefit Area	Assessment Amount	Property Owner	Property Address	Tract and Lot
562-162-05	1	\$557.00	HARDIN TAYLOR J & TETYANA S	54 BIRCH AVE	TR 4299 Lot 27
562-162-06	1	\$557.00	WEBER DAVID & MICHELLE	44 BIRCH AVE	TR 4299 Lot 28
562-162-07	1	\$557.00	THACKER BARBARA J TRUSTEE	34 BIRCH AVE	TR 4299 Lot 29
562-162-08	1	\$557.00	SAXTON GARY B & MARLENE R	24 BIRCH AVE	TR 4299 Lot 30
562-162-09	1	\$557.00	ROSENTHAL STEVE ANDREW	14 BIRCH AVE	TR 4299 Lot 31
562-180-45	1	\$557.00	GOTTLIEB DAVID ANDREW & VIRGINIA TRS	741 N OXFORD AVE	TR 4668 Lot 18
<b>TOTAL:</b>	<b>45</b>	<b>\$25,065.00</b>			

**CITY OF CLOVIS**  
**ASSESSMENT DISTRICT NO. 1995-1**  
**(Blackhorse Estates)**  
**Final Assessment Roll**  
**Fiscal Year 2015-16**  
**Benefit Area 2**

Assessor's Parcel Number	Benefit Area	Assessment Amount	Property Owner	Property Address	Tract and Lot
562-153-25	2	\$461.00	KUHL MICHAEL B	732 N HARVARD AVE	TR 4661 Lot 28
562-153-26	2	\$461.00	KEMP TIMOTHY F & SAUNDRA D	722 N HARVARD AVE	TR 4661 Lot 27
562-153-27	2	\$461.00	WEIKLE BRANDI	712 N HARVARD AVE	TR 4661 Lot 26
562-153-28	2	\$461.00	WEAVER JAMES & LISA TRUSTEES	692 N HARVARD AVE	TR 4661 Lot 25
562-153-29	2	\$461.00	PORTFOLIO MANAGEMENT SERVICES LLC	672 N HARVARD AVE	TR 4661 Lot 24
562-153-30	2	\$461.00	MAKEL JOHN T & RAQUEL	204 BIRCH AVE	TR 4661 Lot 23
562-153-31	2	\$461.00	HIRATA RYEN J & ERICA R JOHNSON TRS	214 BIRCH AVE	TR 4661 Lot 22
562-153-32	2	\$461.00	TURNBULL BRENT L & PATRICIA K TRS	234 BIRCH AVE	TR 4661 Lot 21
562-153-33	2	\$461.00	BASHERIAN ALEX & GENEVIEVE	264 BIRCH AVE	TR 4661 Lot 20
562-153-34	2	\$461.00	AYDINYAN ARA	284 BIRCH AVE	TR 4661 Lot 19
562-153-35	2	\$461.00	LAWLESS JERRY E & HEIDI C	647 N DARTMOUTH AVE	TR 4661 Lot 18
562-153-36	2	\$461.00	RODRIGUEZ LOUIS JR	667 N DARTMOUTH AVE	TR 4661 Lot 17
562-153-37	2	\$461.00	BICKEL BRUCE D TRUSTEE	687 N DARTMOUTH AVE	TR 4661 Lot 16
562-153-38	2	\$461.00	HOLGUIN GIL & KIM A	707 N DARTMOUTH AVE	TR 4661 Lot 15
562-153-39	2	\$461.00	MARTIN DONALD B & LEOLA I TRUSTEE	717 N DARTMOUTH AVE	TR 4661 Lot 14
562-153-40	2	\$461.00	ANALLA BRYAN G & MOLLY BLISS	727 N DARTMOUTH AVE	TR 4661 Lot 13
562-153-41	2	\$461.00	GUISTO NANCY A	737 N DARTMOUTH AVE	TR 4661 Lot 12
562-155-01	2	\$461.00	GATTIE BRAD H & KIRSTEN	673 N HARVARD AVE	TR 4661 Lot 29
562-155-02	2	\$461.00	GRAY RANDALL M & LAURIE J	676 N DARTMOUTH AVE	TR 4661 Lot 30
562-155-03	2	\$461.00	BREWER ADRIANNE M PETRUTIS & SCOTT M	696 N DARTMOUTH AVE	TR 4661 Lot 31
562-155-04	2	\$461.00	WADE GARY N & DANELLE	716 N DARTMOUTH AVE	TR 4661 Lot 32
562-155-05	2	\$461.00	HUDSON KIMBERLY SUE	726 N DARTMOUTH AVE	TR 4661 Lot 33
562-155-06	2	\$461.00	LEACH RONALD P & TRACY A	736 N DARTMOUTH AVE	TR 4661 Lot 34
562-180-01	2	\$461.00	SCOTT ANDREW L	149 OAK AVE	TR 4668 Lot 1
562-180-02	2	\$461.00	MAINOCK RALPH H & MARY F	129 OAK AVE	TR 4668 Lot 2
562-180-03	2	\$461.00	ALCONCHER RONALD B & ANNA C	99 OAK AVE	TR 4668 Lot 3
562-180-04	2	\$461.00	LOYD WILLIAM D & CYNTHIA L	89 OAK AVE	TR 4668 Lot 4
562-180-05	2	\$461.00	HUBBARD STEVEN & KATHLEEN TRUSTEES	69 OAK AVE	TR 4668 Lot 5
562-180-06	2	\$461.00	NOEL MIKE & TIFFANY	49 OAK AVE	TR 4668 Lot 6
562-180-07	2	\$461.00	DINATA ANTONIUS J & VERONICA M	790 N CHERRY LN	TR 4668 Lot 7
562-180-08	2	\$461.00	THOMPSON CRAIG	780 N CHERRY LN	TR 4668 Lot 8
562-180-09	2	\$461.00	RATZLAFF CHRISTOPHER	770 N CHERRY LN	TR 4668 Lot 9
562-180-10	2	\$461.00	SILVA ANNA	760 N CHERRY LN	TR 4668 Lot 10
562-180-11	2	\$461.00	KATEIAN JANICE L TRS	750 N CHERRY LN	TR 4668 Lot 11
562-180-12	2	\$461.00	WESSON VINCENT F & SANDRA C TRUSTEES	26 MINARETS AVE	TR 4668 Lot 12
562-180-13	2	\$461.00	SAKAGUCHI PAUL K & CATHERINE KAZU TRS	46 MINARETS AVE	TR 4668 Lot 13
562-180-14	2	\$461.00	KEITH DIANA	66 MINARETS AVE	TR 4668 Lot 14
562-180-15	2	\$461.00	STONECIPHER KAREN TRUSTEE	86 MINARETS AVE	TR 4668 Lot 15
562-180-19	2	\$461.00	HOLTERMANN DARRIN & JENNIFER	742 N HARVARD AVE	TR 4668 Lot 19

*CITY OF CLOVIS*  
*ASSESSMENT DISTRICT NO. 1995-1*  
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*Fiscal Year 2015-16*  
*Benefit Area 2*

Assessor's Parcel Number	Benefit Area	Assessment Amount	Property Owner	Property Address	Tract and Lot
562-180-20	2	\$461.00	KARST DENNIS S & KATHERINE TRUSTEES	693 N HARVARD AVE	TR 4668 Lot 20
562-180-21	2	\$461.00	REY STEVEN F & JULIE L TRUSTEES	713 N HARVARD AVE	TR 4668 Lot 21
562-180-22	2	\$461.00	RAMOS STEPHEN A & JACQUELINE R	723 N HARVARD AVE	TR 4668 Lot 22
562-180-23	2	\$461.00	CLARK MICHAEL & CYNTHIA TRUSTEES	733 N HARVARD AVE	TR 4668 Lot 23
562-180-24	2	\$461.00	DU BOIS DIANE D	743 N HARVARD AVE	TR 4668 Lot 24
562-180-25	2	\$461.00	MORRIS ROGER GARY & ZENAIDA MAPANAO TRS	753 N HARVARD AVE	TR 4668 Lot 25
562-180-26	2	\$461.00	WYATT VIRGINIA V TRUSTEE	197 MINARETS AVE	TR 4668 Lot 26
562-180-27	2	\$461.00	MACIAS AURELIO JR & GLORIA	187 MINARETS AVE	TR 4668 Lot 27
562-180-28	2	\$461.00	STANLEY MATTHEW	177 MINARETS AVE	TR 4668 Lot 28
562-180-29	2	\$461.00	LANE HUGH SHANNON & KRISTIN TRUSTEES	157 MINARETS AVE	TR 4668 Lot 29
562-180-30	2	\$461.00	FRANK JOHN BRETT	137 MINARETS AVE	TR 4668 Lot 30
562-180-31	2	\$461.00	OPIE SARA JOAN TRUSTEE	117 MINARETS AVE	TR 4668 Lot 31
562-180-32	2	\$461.00	RALEY EVELYN	97 MINARETS AVE	TR 4668 Lot 32
562-180-33	2	\$461.00	SCHARF DONALD R & DOROTHY D SPENCER TRS	77 MINARETS AVE	TR 4668 Lot 33
562-180-34	2	\$461.00	BESTON LAURENCE O & MARYBETH TRUSTEES	57 MINARETS AVE	TR 4668 Lot 34
562-180-35	2	\$461.00	DUCAR FRANK L	58 OAK AVE	TR 4668 Lot 35
562-180-36	2	\$461.00	HOFER FERDINAND & ANTJE TRUSTEES	78 OAK AVE	TR 4668 Lot 36
562-180-37	2	\$461.00	LIGGETT LEANNE R JACKSON	98 OAK AVE	TR 4668 Lot 37
562-180-38	2	\$461.00	BELLOW CHERYL	118 OAK AVE	TR 4668 Lot 38
562-180-39	2	\$461.00	DANSBY PAUL	138 OAK AVE	TR 4668 Lot 39
562-180-40	2	\$461.00	CENTRAL PACIFIC INVESTMENT CORPORATION	158 OAK AVE	TR 4668 Lot 40
562-180-41	2	\$461.00	KRUEGER TIMOTHY K	178 OAK AVE	TR 4668 Lot 41
562-180-42	2	\$461.00	HULL HARLAN & ROBIN	188 OAK AVE	TR 4668 Lot 42
562-180-43	2	\$461.00	DEWEY CARL C	198 OAK AVE	TR 4668 Lot 43
562-180-44	2	\$461.00	HAMES KENT L TRUSTEE	106 MINARETS AVE	TR 4668 Lots 16 & 17
562-180-46	2	\$461.00	MANALANSAN EDUARDO L & ROSEMARIE M	179 OAK AVE	TR 4661 Lot 1
562-180-47	2	\$461.00	AULT PHILIP H & COLLEEN K	189 OAK AVE	TR 4661 Lot 2
562-180-48	2	\$461.00	SCHNEIDER DANIEL M	219 OAK AVE	TR 4661 Lot 3
562-180-49	2	\$461.00	BREWER RANDALL C & CHERI L TRUSTEES	249 OAK AVE	TR 4661 Lot 4
562-180-50	2	\$461.00	FOSTER STEPHEN & JOANNE	269 OAK AVE	TR 4661 Lot 5
562-180-51	2	\$461.00	KUYPER JASON & HEATHER R	797 N DARTMOUTH AVE	TR 4661 Lot 6
562-180-52	2	\$461.00	LANIK PETR & AIMEE	787 N DARTMOUTH AVE	TR 4661 Lot 7
562-180-53	2	\$461.00	STEADMON MARK S & AMY	777 N DARTMOUTH AVE	TR 4661 Lot 8
562-180-54	2	\$461.00	WILLIAMS RICHARD E & LOLA T	767 N DARTMOUTH AVE	TR 4661 Lot 9
562-180-55	2	\$461.00	STUEBNER KRIS & PRISCILLA	757 N DARTMOUTH AVE	TR 4661 Lot 10
562-180-56	2	\$461.00	CRUZ RAMIRO	747 N DARTMOUTH AVE	TR 4661 Lot 11
562-180-57	2	\$461.00	HOODE SUMANGALI	746 N DARTMOUTH AVE	TR 4661 Lot 35
562-180-58	2	\$461.00	SIRMAN JAMES A & SHIRLEY A	756 N DARTMOUTH AVE	TR 4661 Lot 36
562-180-59	2	\$461.00	VAN PROYEN DARYL TRS	766 N DARTMOUTH AVE	TR 4661 Lot 37



*CITY OF CLOVIS*  
*ASSESSMENT DISTRICT NO. 1995-1*  
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*Final Assessment Roll*  
*Fiscal Year 2015-16*  
*Benefit Area 2*

Assessor's Parcel Number	Benefit Area	Assessment Amount	Property Owner	Property Address	Tract and Lot
562-180-60	2	\$461.00	BYRD JAMES L & DOROTHY J TRUSTEES	268 OAK AVE	TR 4661 Lot 38
562-180-61	2	\$461.00	GUTHRIE ALICE EVELYN TRUSTEE	248 OAK AVE	TR 4661 Lot 39
562-180-62	2	\$461.00	HOFFMAN VICTORIA	228 OAK AVE	TR 4661 Lot 40
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TOTAL:	81	\$37,341.00			