



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: June 5, 2018

Subject: HEARING on Fiscal Year 2018-2019 Tentative Annual Report for County Service Area M-31; ADOPT resolution confirming the report and assessing charges.

**RECOMMENDATION(S):**

1. RECEIVE from staff the Fiscal Year 2018-2019 Tentative Annual Report on assessment charges in County Service Area (CSA) M-31, a copy of which is attached.
2. OPEN the public hearing on the Tentative Annual Report; RECEIVE and CONSIDER all written and oral objections or protests to the Tentative Annual Report; and CLOSE the public hearing.
3. CONSIDER whether to adopt, revise, change, reduce, increase, or modify any estimated assessment charge set forth in the Tentative Annual Report.
4. APPROVE the estimated assessment charges set forth in the Tentative Annual Report.
5. ADOPT Resolution No. 2018/138, confirming the Tentative Annual Report and assessing the charges set forth in the report.
6. DIRECT the Public Works

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/05/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor

Candace Andersen, District II  
Supervisor

Diane Burgis, District III Supervisor

Karen Mitchoff, District IV  
Supervisor

Federal D. Glover, District V  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 5, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jessi Duffy - 925-313-2286

cc: Laura Strobel, County Administrator, CAO, Robert Campbell, Auditor Controller, Gus Kramer, County Assessor, Brian Brown, Francisco & Associates, Inc., Warren Lai- Engineering Services, Wanda Quever, Finance, Carl Roner- Special Districts, Rochelle Johnson - Special Districts, Jessi Duffy- Special Districts, Scott Anderson - Special Districts

### RECOMMENDATION(S): (CONT'D)

Director, or designee, to prepare a Fiscal Year 2018-2019 Final Annual Report for CSA M-31 that conforms to the County's official assessment roll for Fiscal Year 2018-2019. (County Service Area M-31 Funds) (District IV) Project No. 7476-6X5195.

### FISCAL IMPACT:

The levy of the annual assessment charges in CSA M-31 will provide revenues for transportation demand management services. The CSA M-31 total annual assessment was \$299,082.34 for Fiscal Year 2017-2018 and will be \$309,771.56 in Fiscal Year 2018-2019. This increase is based on the change in the Consumer Price Index (CPI) for the San Francisco Bay Area (All Urban Consumers). The assessment charges for CSA M-31 were \$68.34/developed residential unit and \$0.1203 per developed commercial square foot in Fiscal Year 2017-2018. The assessment charges for CSA M-31 are \$70.78/developed residential unit and \$0.1246 per developed commercial square foot in Fiscal Year 2018-2019.

### BACKGROUND:

As directed by Article 1012-2.602 of the Contra Costa County Ordinance Code, the Public Works Director prepared a Fiscal Year 2018-2019 Tentative Annual Report on assessment charges in CSA M-31 and filed it with the Clerk of the Board of Supervisors. CSA M-31 provides transportation demand management services. The Tentative Annual Report contains a description of each parcel of real property receiving services, the basic assessment charge for CSA M-31 and the estimated amount of the assessment charge for each parcel for the fiscal year.

Upon the filing of the Tentative Annual Report, the Clerk of the Board of Supervisors fixed a time, date, and place for a Board hearing on the Tentative Annual Report and for filing objections or protests thereto, and published a notice of the hearing as provided in Government Code section 6066.

Following the public hearing, the Board may adopt, revise, change, reduce, increase, or modify any estimated assessment charges, and shall make its determination upon each estimated assessment charge as described in the Tentative Annual Report. The assessment charges in the Tentative Annual Report were computed and apportioned according to a formula that fairly distributes the assessment charge among all subject parcels in proportion to the estimated benefits conferred on each property from the services provided. Staff recommends approval of the assessment charges in the Tentative Annual Report without modification.

The assessment charges in the Tentative Annual Report are higher than the charges levied in Fiscal Year 2017-2018 because they incorporate an automatic adjustment approved by the parcel owners within CSA M-31 in 2002. The adjustment provision

allows for an increase each year based upon the change in the Consumer Price Index (CPI) for the San Francisco Bay Area (All Urban Consumers). For Fiscal year 2018-2019 the increase is 3.56% over the Fiscal Year 2017-2018 assessment rates. The Board approved this provision in 2002.

Adoption of Resolution 2018/138 confirms the Tentative Annual Report and assesses the charges set forth therein, but does not levy the charges. The levy of the assessment charges occurs after the preparation of a Final Annual Report that conforms to the official assessment roll for Fiscal Year 2018-2019. The official assessment roll will be issued by the County Assessor on or about July 1, 2018.

#### CONSEQUENCE OF NEGATIVE ACTION:

If the Fiscal Year 2018-2019 Tentative Annual Report for CSA M-31 is not confirmed, either as filed or as modified, the assessment charges set forth in the Tentative Annual Report may not be levied for Fiscal Year 2018-2019. Therefore, the District would be unable to provide transportation demand management services, or an alternate source of funding would have to be identified.

#### CLERK'S ADDENDUM

***CLOSED the public hearing; APPROVED the estimated service charges set forth in the Tentative Annual Report; ADOPTED Resolution No. 2018/138, confirming the Tentative Annual Report and assessing the charges set forth in the report; DIRECTED the Public Works Director, or designee, to prepare a Fiscal Year 2018-2019 Final Annual Report for CSA M-31 that conforms to the County's official assessment roll for Fiscal Year 2018-2019.***

#### ATTACHMENTS

Resolution No. 2018/138

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