



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: July 23, 2019

Subject: ADOPT Resolution No. 2019/484 Confirming Fiscal Year 2019-2020 Final Annual Report for County Service Area M-31 and Levying the Assessment Charges.

**RECOMMENDATION(S):**

1. ACCEPT the filing of the Fiscal Year 2019-2020 Final Annual Report on assessment charges in County Service Area (CSA) M-31 ('Final Annual Report'), a copy of which is attached.
2. ADOPT Resolution No. 2019/484, confirming the Final Annual Report and levying the assessment charges set forth in the report.
3. DIRECT the Clerk of the Board to file certified copies of the Final Annual Report and Resolution No. 2019/484 with the County Auditor-Controller.
4. DIRECT the County Auditor-Controller to include the assessment charges on the assessment roll for Fiscal Year 2019-2020, the assessment charge for each parcel to appear as a separate item on the tax bill, pursuant to County Ordinance Code section 1012-2.614.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **07/23/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

ABSENT: John Gioia, District I Supervisor  
Candace Andersen, District II 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: July 23, 2019

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

By: Stacey M. Boyd, Deputy

Contact: Rochelle Johnson (925)313-2299

cc: Laura Strobel, County Administrator, CAO, Robert Campbell, Auditor Controller, Sharon Anderson, County Counsel, Gus Kramer, County Assessor, Brian Brown, Francisco & Associates, Inc., Slava Gospodchikov - Engineering Services, Diana Oyler - Finance, Carl Roner- Special Districts, Rochelle Johnson - Special Districts, Jessi Duffy- Special Districts

### 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 \$309,771.56 for Fiscal Year 2018-2019 and will be \$336,218.30 in Fiscal Year 2019-2020. 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 \$70.78/developed residential unit and \$0.1246 per developed commercial square foot in Fiscal Year 2018-2019. The assessment charges for CSA M-31 are \$73.28/developed residential unit and \$0.1290 per developed commercial square foot in Fiscal Year 2019-2020.

### BACKGROUND:

The Pleasant Hill BART Station Area is a transit village in which resident and workers have a variety of travel mode options. A core element of the travel mode options form employees, and a key traffic mitigation measure in the CEQA documents certified at the time of adoption and amendment of the Pleasant Hill BART Specific Plan, are transportation demand management (TDM programs. TDM includes carpooling vanpooling, ridesharing; flex time, staggered work hours, guaranteed ride home, telecommuting, walking, biking, etc. The commercial property owners in the area collectively have a mandate to achieve at least 30% TDM performance, i.e. 30% or more of the area employees arrive at work via something other than a single occupied car. To provide the aforementioned options to commuters, an assessment is charged to commercial property owners.

The maximum assessment charges may be adjusted annually to reflect the prior year's change in the Consumer Price Index (CPI) for All Urban Consumers.

On June 11, 2019, the Board of Supervisors conducted a public hearing and adopted Resolution No. 2019/135 confirming the Fiscal Year 2019-2020 Tentative Annual Report on proposed assessment charges for CSA M-31. CSA M-31 provides transportation demand management services.

On July 1, 2019, the County Assessor released the official assessment roll for Contra Costa County for Fiscal Year 2019-2020. Thereafter, pursuant to Section 1012-2.612 of the County Ordinance Code, the Public Works Director directed staff to determine whether the Tentative Annual Report required revision in order to conform to the official assessment roll. Any change to an estimated basic assessment charge or estimated assessment charge notated in the Tentative Annual Report may only be accommodated as a result of changes in ownership, changes of address, the subdivision of an existing parcel or changes in the class or land use of a parcel. Upon review of the official assessment roll, staff determined that no revisions were required. The Tentative Annual Report is the Final Annual Report.

The Board may confirm the Final Annual Report by resolution. Resolution No. 2019/484 serves to confirm the Final Annual Report and constitutes the levy of the assessment charge for Fiscal Year 2019-2020.

CONSEQUENCE OF NEGATIVE ACTION:

If a resolution confirming the Fiscal Year 2019-2020 Final Annual Report is not adopted, assessment charges for CSA M-31 would not be levied or collected in Fiscal Year 2019-2020. Therefore, the District would be unable to provide transportation demand management services and an alternate source of funding would have to be identified.

ATTACHMENTS

Resolution No. 2019/484

Final Annual Report Fiscal Year 2019-2020 for CSA M-31