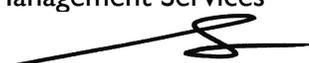




**EAST BAY REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA STAFF REPORT**

DATE	March 19, 2024
TITLE	Approval of Resolution Initiating Proceedings and Ordering Filing of An Annual Report for East Contra Costa County Landscaping and Lighting Assessment District (ECCC LLD)
DIVISION	Finance and Management Services
FROM	Michelle Strawson O'Hara, Assistant Finance Officer Deborah Spaulding, AGM/Finance & Management Services
APPROVED	Sabrina Landreth, General Manager 

RECOMMENDATION

The General Manager recommends that the Board of Directors approve the attached Resolution taking the following actions:

1. Initiating proceedings for the 2024-2025 fiscal year operations of the East Contra Costa County Landscaping and Lighting Assessment District (ECCC LLD);
2. Appointing NBS as Engineer of Work for the ECCC LLD; and
3. Instructing NBS to prepare an Engineer's Report for the operation of the ECCC LLD for the 2024-25 fiscal year.

BACKGROUND

When the East Contra Costa County area was annexed to the Park District in 1981, the annexation occurred without corresponding redistribution of property tax revenues to the Park District. The East Contra Costa County Landscaping and Lighting Assessment District was formed on December 17, 1991 to address this issue and to provide for operation and maintenance of regional parks, open space and trail operations in East Contra Costa County.

ANALYSIS

The assessment rate of \$19.70 per equivalent dwelling unit (and lower rates for multiple living units) was authorized and has remained unchanged over the years. Last year, there were 44,688 total units (single family, two or more residential units, multiple living units, living units in hotels and mobile home parks) subject to the assessment.

In 1996, in accordance with the provisions of Proposition 218, the continuation of the assessment rate and services by ECCC LLD was approved by the voters of East Contra Costa County. Continuation of this assessment requires that the Board of Directors annually initiate a statutory process to sustain the ECCC LLD operation for the next fiscal year (July 1, 2024 to June 30, 2025). The District has a contract with the engineering firm NBS to prepare the Engineer's Report and to provide administration services. Accordingly, the Board of Directors is requested to take the following action:

1. Approve the attached Resolution which initiates the ECCC LLD process for the 2024-25 fiscal year;
2. Appoint NBS as the Engineer of Work;
3. Instruct NBS to prepare an Engineer's Report for Fiscal Year 2024-25.

FISCAL IMPACT

All costs of operating the ECCC LLD are paid from assessment and interest revenues. The total appropriations for operations and maintenance in the 2024 Adopted Budget for the ECCC LLD Fund are \$745,945. Additional appropriations may be completed during the year.

ATTACHMENTS

None.



**EAST BAY REGIONAL PARK DISTRICT
RESOLUTION NO. 2024 – 03 -
MARCH 19, 2024**

**APPROVAL OF RESOLUTION INITIATING PROCEEDINGS AND ORDERING
FILING OF ANNUAL REPORT FOR EAST CONTRA COSTA COUNTY
LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT
(PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972)**

WHEREAS, the East Bay Regional Park District (Park District) Board of Directors formed the East Contra Costa County Landscaping and Lighting Assessment District (ECCC LLD) on December 17, 1991; and

WHEREAS, the ECCC LLD will complete its fiscal year of operation on June 30, 2024;
and

WHEREAS, the requirement for the operation and maintenance of the Park District's regional trails system within the ECCC LLD boundaries continues to exist for the 2024-25 fiscal year (July 1, 2024 through June 30, 2025); and

WHEREAS, the Park District, in operating the ECCC LLD, has taken effective action to implement the work program as defined in the 2023-24 fiscal year Engineer's Report; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the East Bay Regional Park District hereby:

1. Designates NBS as the Engineer of Work for the East Contra Costa County Landscaping and Lighting Assessment District;
2. Directs NBS to file an annual Engineer's Report in accordance with the provisions of the Landscaping and Lighting Act of 1972;
3. Adopts this resolution pursuant to Section 22622 of the Streets and Highways Code of the State of California; and

BE IT FURTHER RESOLVED, that the General Manager is hereby authorized and directed, on behalf of the Park District and in its name, to execute and deliver such documents and to do such acts as may be deemed necessary or appropriate to accomplish the intentions of this resolution.

Moved by Director _____, and seconded by Director _____, and adopted March 19, 2024, by the following vote:

FOR:

AGAINST:
ABSTAIN:
ABSENT: