




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

---

<b>DATE</b>	March 19, 2024
<b>TITLE</b>	Approval of Resolution Initiating Proceedings and Ordering Filing of An Annual Report for Alameda County/Contra Costa County Regional Trails Landscaping and Lighting Assessment District (Two County LLD)
<b>DIVISION</b>	Finance and Management Services
<b>FROM</b>	Michelle Strawson O'Hara, Assistant Finance Officer Deborah Spaulding, AGM/Finance & Management Services
<b>APPROVED</b>	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 2024-25 fiscal year operation of the Alameda County/Contra Costa County Regional Trails Landscaping and Lighting Assessment District (Two County LLD), including the related Zones of Benefit (ZB):
  - a. ZB-1 (Five Canyons)
  - b. ZB-2 (Dublin Hills)
  - c. ZB-3 (Walpert Ridge)
  - d. ZB-4 (San Ramon Hills)
  - e. ZB-5 (Stone Valley)
  - f. ZB-6 (Gateway Valley/Sibley Volcanic)
2. Appointing NBS as Engineer of Work for the Two County LLD including related ZBs; and
3. Instructing NBS to prepare an Engineer's Report for the operation of the Two County LLD and related ZBs for the 2024-25 fiscal year.

**BACKGROUND**

The regional trail system managed and operated by the East Bay Regional Park District (Park District) enjoys widespread citizen appreciation and support throughout its Two County jurisdiction. Various funding sources are available for the acquisition of regional trails. However, regional trail maintenance and operations are funded solely through property assessments and the General Fund.

In 1993, the Alameda County/Contra Costa County Regional Trails Landscaping and Lighting District (Two County LLD) was formed by the Park District Board of Directors. It was determined that the formation of a special assessment district provided an equitable funding source to finance the cost of operating and maintaining the regional trails within the LLD by the property owners within the assessment district.

## **ANALYSIS**

The assessment rate of \$5.44 per equivalent dwelling unit was authorized and has remained unchanged over the years. In 1995, multi-unit parcels were added to the assessment at \$2.72 per unit. Last year, there were 369,619 assessable parcels in Alameda County and 302,124 assessable parcels in Contra Costa County. Additionally, the number of assessable multi-family residential parcels was 224,013 in Alameda County and 81,361 in Contra Costa County.

Subsequent to the formation and within the boundaries of the Two County LLD, zones of benefit were developed to address specific trail maintenance priorities for certain development projects, including the following:

- Five Canyons Zone of Benefit (ZB-1), in Castro Valley, was established in 1994 and currently includes 1,089 assessable units, which were assessed \$56.23 each in fiscal year 2023-24.
- Dublin Hills Zone of Benefit (ZB-2), in the City of Dublin, was established in 1996 and currently includes 662 assessable units, which were assessed \$40.70 each in fiscal year 2023-24.
- Walpert Ridge Zone of Benefit (ZB-3), in the City of Hayward, was established in 1998 and currently includes 765 assessable units, which were assessed \$181.46 each in fiscal year 2023-24.
- San Ramon Hills Zone of Benefit (ZB-4), in the City of San Ramon, was established in 1999 and currently includes 140 units, which were assessed \$50.87 each in fiscal year 2023-24.
- Stone Valley Zone of Benefit (ZB-5), near Las Trampas Regional Wilderness Area, was established in 2006 and currently includes 39 assessable units, which were assessed \$211.69 each in fiscal year 2023-24.
- Sibley Volcanic Regional Preserve Zone of Benefit (ZB-6), near the City of Orinda, was established in 2007 and currently includes 245 assessable units, which were assessed \$125.93 each in fiscal year 2023-24.

In 1996, in accordance with the provisions of Proposition 218, the continuation of the assessment rate and services by the Two County LLD was approved by the voters of Alameda and Contra Costa Counties. Continuation of this assessment requires that the Board of Directors annually initiate a statutory process to sustain the Two County LLD operation and Zones of Benefit for the next fiscal year (July 1, 2024 to June 30, 2025). The Park District has a contract with the engineering firm NBS to prepare the required 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 Two County 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 Two County LLD are paid from assessment and interest revenues. Since the inception of the Two County LLD, costs associated with the regional trail maintenance and support has exceeded assessment revenues collected. In 2024, the Two County LLD Fund expenditures are budgeted at \$5,240,209.

The 2024 adopted budget appropriations for the six Zones of Benefit totaled \$99,544.

## **ATTACHMENTS**

None.





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

**APPROVAL OF RESOLUTION INITIATING PROCEEDINGS AND ORDERING  
FILING OF AN ANNUAL REPORT FOR ALAMEDA COUNTY/CONTRA COSTA  
COUNTY REGIONAL TRAILS 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 Alameda County/Contra Costa County Regional Trails Landscaping and Lighting Assessment District (Two County LLD) on June 1, 1993; and

**WHEREAS**, the Two County 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 Two County 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 Two County LLD, has taken effective action to implement the work program as defined in the 2023-24 fiscal year Engineer's Report;

**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 Alameda County/Contra Costa County Regional Trails 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.

**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: