



**NOTICE OF AVAILABILITY OF THE  
TRANSPORTATION IMPACT FEE ANNUAL REPORT  
FOR FISCAL YEAR 2018-19**

NOTICE IS HEREBY GIVEN that the Transportation Impact Fee Annual Report for Fiscal Year 2018-19 (ending June 30, 2019) is available for public review at <https://www.el-cerrito.org/Archive.aspx?AMID=113> and in the Office of the City Clerk, 10890 San Pablo Avenue, El Cerrito CA 94530, during regular business hours. For further information on the report, please contact the Public Works Department at (510) 215-4382 or [engineer@ci.el-cerrito.ca.us](mailto:engineer@ci.el-cerrito.ca.us).

NOTICE IS FURTHER GIVEN that the City Council will consider accepting the Transportation Impact Fee Annual Report for Fiscal Year 2018-19 at its regularly scheduled meeting on December 17, 2019 at 7:00 p.m., or thereafter in the City Council Chambers, located at El Cerrito City Hall, 10890 San Pablo Avenue. For further information on the City Council meeting, please contact the City Clerk at (510) 215-4305.

Posted on the City's website on 12/2/2019

A handwritten signature in blue ink, appearing to read "Holly M. Charlety". The signature is written in a cursive style and is positioned above a horizontal line.

Holly M. Charlety, City Clerk

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk, (510) 215-4305. Notification five days prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title I).*



**TRANSPORTATION IMPACT FEE  
ANNUAL REPORT**

**FOR**

**FISCAL YEAR 2018-19**

**NOVEMBER 22, 2019**



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**A. INTRODUCTION**

In January 2019, the City of El Cerrito City Council adopted Ordinance No. 2019-1 adding Chapter 4.54 - Transportation Impact Fee (TIF) to the El Cerrito Municipal Code (ECMC), Title 4 - Revenue and Finance. The TIF was established under authority granted by the Mitigation Fee Act, AB 1600, contained in Sections 66000 to 66025 of the California Government Code.

This report contains information on the City of El Cerrito's TIF for Fiscal Year 2018-19 (ending June 30, 2019).

**B. ANNUAL REPORTING REQUIREMENTS**

Pursuant to Government Code section 66006(b)(1), within 180 days after the end of each fiscal year, the City Council shall receive a report that includes the following information:

- A brief description of the TIF.
  - The amount of the fee (TIF schedule).
  - The beginning and ending balance of the TIF account for the prior fiscal year.
  - The amount of the fees collected and the interest earned in the prior fiscal year.
  - Information from the City's current Capital Improvement Program (CIP) including:
    - Expenditure of fee revenue on transportation improvements and other program costs in the prior fiscal year, including expenditure amounts, identification of each public improvement on which fees were expended, and the total percentage of the cost of the public improvement that was funded with the TIF.
    - Programming of the ending account balance to specific transportation improvements and the timing of those improvements within the planning horizon of the City's current CIP, including an approximate construction start date for incomplete public improvement projects for which sufficient funds have been collected.
    - Description of any interfund transfers or loans, including identification of the public improvement on which the transfer or loan will be expended, any loan repayment dates, and the rate of interest on any loans made from the TIF account.
  - The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.
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Also, per Government Code 66006(b)(2), the report must be made available to the public at least 15 days prior to the regularly scheduled meeting of the City Council at which the report is considered, and mailed, at least 15 days prior to the meeting, to any interested party who files a written request with the City for mailed notice of the meeting.

### **C. TRANSPORTATION IMPACT FEE DESCRIPTION**

To implement the goals and objectives of the City of El Cerrito's General Plan and related master and specific plans, and to mitigate the impacts caused by future development in the City, certain transportation improvements must be constructed. The City Council has determined that a Transportation Impact Fee is needed to finance these transportation improvements and to pay for each development's fair share of the construction and acquisition costs of the necessary transportation improvements.

The City Council adopted Council Resolution 2018-70 setting the amount of the fee, describing the need for the fee, listing the types of transportation improvements to be financed, describing the estimated cost of these improvements, describing the reasonable relationship between the fee and the various types of future development, and setting time for payment of the fee.

The transportation improvements eligible for funding with the TIF are based on prior planning studies completed to support the City's growth and the impact of that growth on the transportation system. The focus of these improvements is to connect El Cerrito residents to employment and activity centers and major transit facilities within the City and in neighboring jurisdictions. These improvements are located and connect to San Pablo Avenue, the City's primary transportation corridor serving all modes. The TIF project list is a selection of projects from the following: San Pablo Avenue Specific Plan (SPASP), Active Transportation Plan (ATP) and Ohlone Greenway Master Plan, which were previously adopted by the City Council.

The City applies the TIF to building permits associated with New Construction and Intensification of Use as described in the TIF Administrative Guidelines approved by the City Manager in April 2019. City staff, as part of their typical process of reviewing a proposed Development Project, determine the land use categories that are applicable and calculate the TIF based on the TIF Administrative Guidelines. This applies to both private and public Development Projects. The TIF payment is due at the time of building permit issuance.

The Capital Improvement Fund, Non-Departmental Capital Outlay, Transportation Impact Fees Account (301-90-50 48610) receives all Transportation Impact Fees collected and all interest generated, and is used to pay for design, engineering, environmental review, permits, right-of-way acquisition, utility relocation, project management and construction of the transportation improvements as designated in Council Resolution 2018-70.

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**D. FEE SCHEDULE**

The amount of the TIF in Fiscal Year 2018-19 was established by City Council Resolution No. 2018-70 on December 18, 2018 as summarized below.

<b>Land Use</b>	<b>Fee</b>
<b>Residential</b>	
Single Family	\$3,322 per dwelling unit
Multi-Family	\$2,325 per dwelling unit
<b>Nonresidential</b>	
Commercial	\$4.48 per square foot
Hotel/Motel	\$3.65 per square foot
Office	\$3.85 per square foot
Industrial	\$2.43 per square foot
Other*	\$ 3,322 per equivalent dwelling unit

Note: \*Applies to development projects that do not clearly conform to one of the defined residential or nonresidential categories and is likely to be applicable only in exceptional cases. In such cases the fee would be based on an estimated trip generation rate adjusted for equivalent dwelling units (EDU), and multiplied by the same cost per EDU applied to the other land use categories, as described in the TIF Administrative Guidelines.

Beginning July 1, 2019 and each July 1 thereafter, the TIF will be adjusted as described in the TIF Administrative Guidelines. The annual fee adjustment is based on the annual percentage change in the Engineering News-Record Construction Cost Index for the San Francisco Bay Area for the prior 12-month period, and is adopted by City Council with adoption of the City's Master Fee Schedule.

## E. FINANCIAL SUMMARY

The table below summarizes TIF beginning fund balance, fees collected, interest earned in the account, expenses/encumbrances, and ending fund balance for Fiscal Year 2018-19.

Beginning Balance - July 1, 2018	\$0.00
Fees Collected	\$207,216.80
Interest Earned	\$0.00
Expenses/Encumbrances	\$0.00
Ending Balance - June 30, 2019	\$207,216.80

Fees were collected for only a portion of the fiscal year as the TIF became effective on February 19, 2019.

## F. PROJECT DESCRIPTIONS

Because Fiscal Year 2018-19 is the first and only a partial year in which the fees have been collected, no projects were funded with TIF revenues during this time period.

The Public Works Department anticipates needing funding from the TIF for the Del Norte Transit Oriented Development (TOD) Infrastructure/Complete Streets Project, and requesting an allocation in Fiscal Year 2019-20 as part of the mid-year update to the budget, to be presented for City Council consideration in early 2020.

No interfund transfers or loans were made.

No refunds were made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.

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# SUPPLEMENTAL INFORMATION

Agenda Item No. 4.C.

**Date:** December 17, 2019  
**To:** El Cerrito City Council  
**From:** Yvetteh Ortiz, Public Works Director/City Engineer  
**Subject:** Supplemental information on Transportation Impact Fee Annual Report for Fiscal Year 2018-19

During Fiscal Year 2018-19, the Transportation Impact Fee was collected from the building permits and corresponding property addresses listed below.

12/17/2019  
 3:19:36PM

City of El Cerrito  
 Acct Activity for PERMITS - Selected Account(s)  
 For the Period 2/1/2019 thru 6/30/2019

**Account Number 4000**

Permit Number	Site Address	Parcel Number	Subdivision, Lot, and Block	Amount Pd	Date
BD19-0116	213 POMONA AVE	504231027		\$2,325.00	3/21/2019
BD19-0066	1020 KING DR	505212002		\$2,325.00	4/11/2019
BD18-0494	10963 SAN PABLO AVE	509110015		\$116,250.00	4/29/2019
BD18-0494	10963 SAN PABLO AVE	509110015		\$11,916.80	4/29/2019
BD18-0747	10300 SAN PABLO AVE	503392028		\$74,400.00	5/20/2019
<b>Total Payments for 4000</b>				<b>\$207,216.80</b>	
<b>Grand Total</b>				<b>\$207,216.80</b>	