

Mayor

Gabe Quinto

Mayor Pro Tem

Rebecca Saltzman

**AGENDA****Councilmembers**

William Ktsanes

Lisa Motoyama

Carolyn Wysinger

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TUESDAY, MARCH 17, 2026**SPECIAL CITY COUNCIL MEETING (6:00 PM)****Hana Gardens - 10870 San Pablo Ave, El Cerrito****Join Via Zoom:**<https://us06web.zoom.us/j/86092004213?pwd=gpoaM91sJgKXzC6SfApXVSQcbs7V3k.1>**Meeting ID:** 860 9200 4213 **Passcode:** 349753 **Dial in:** 1-408-638-0968

Please note that due to the temporary meeting location, this meeting will not be broadcast or livestreamed online.

Public Comments:

1. In-person, by submitting a request to speak to the City Clerk.
2. Via Zoom, using the "[Raise Hand](#)" feature to request to speak.
3. By phone, dialing *9 to "raise your hand", and *6 to unmute.
4. Online, using the "[Submit Comments](#)" feature on the [meeting event](#).
5. Via email to cityclerk@elcerrito.gov indicating **Public Comments – Agenda Item #**.

Written comments received by **2:00 PM** the day of the meeting will be provided to the City Council and posted online in advance of the meeting. Comments received after the deadline will be provided to the City Council and posted after the meeting.

Accommodations: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 510-215-4305. Notification 48 hours prior to the meeting will enable the City to make reasonable accommodations. Closed Captions are available via zoom.

Conduct: This meeting is held pursuant to City Council [Rules of Order and Procedure](#).

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6:00 PM ROLL CALL – CONVENE SPECIAL CITY COUNCIL MEETING

**1. PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF A
MOMENT OF SILENCE**

2. TELECONFERENCE AND PUBLIC COMMENT INSTRUCTIONS

3. COUNCIL/STAFF COMMUNICATIONS

Reports of closed session, commission appointments and informational reports on matters of general interest which are announced by the City Council and staff.

4. ORAL COMMUNICATIONS FROM THE PUBLIC

Remarks are typically limited to 3 minutes per person. The Mayor may reduce the time limit per speaker depending upon the number of speakers and may limit the total time for public comment to facilitate the completion of business on the agenda. Comments regarding non-agenda, presentation and consent calendar items will be heard first. Comments related to items appearing on the Public Hearing or Policy Matter portions of the Agenda will be heard prior to the City Council taking action on each item.

5. PRESENTATIONS

6. ADOPTION OF THE CONSENT CALENDAR

All items on the consent calendar shall be acted upon in one motion, unless a member of the City Council or staff request separate consideration.

A. Approval of Minutes

Action Proposed: Approve the City Council Meeting minutes from February 10, February 17, February 19, and February 24, 2026.

Contact: Holly M. Charléty, City Clerk, City Management

B. Transgender Day of Visibility Proclamation

Action Proposed: Approve a proclamation recognizing March 31, 2026 as Transgender Day of Visibility.

Contact: Holly M. Charléty, City Clerk, City Management

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Councilmembers
William Ktsanes
Lisa Motoyama
Carolyn Wysinger

C. Monthly Disbursement and Check Register Report for February 2026

Action Proposed: Receive and file the Monthly Disbursement and Check Register Report for the month of February 2026.

Contact: Crystal Reams, Finance Director/City Treasurer, Finance Department

D. General Plan Annual Progress Report

Action Proposed: Receive and file the 2025 Annual Progress Report on the General Plan and Housing Element.

Contact: Diego Romero, Associate Planner; Sean Moss, Planning Manager, Community Development Department

E. A Resolution Authorizing a Prohousing Incentive Program Application

Action Proposed: Adopt a resolution authorizing the City Manager to apply for the Prohousing Incentive Program.

Contact: Aissia Ashoori, Housing-Economic Development Program Manager

F. Annual Parcel Assessment for the National Pollutant Discharge Elimination System (NPDES) Program and Drainage Maintenance Activities for Fiscal Year 2026-27

Action Proposed: Adopt a resolution establishing the annual parcel assessment for the National Pollutant Discharge Elimination System (NPDES) program and Drainage Maintenance activities at the current rate of \$38.00 per Equivalent Runoff Unit (ERU) and authorizing the Contra Costa County Flood Control & Water Conservation District to adopt Stormwater Utility Area (SUA) levies based on said amount for Fiscal Year (FY) 2026-27.

Contact: Christina Leard, Management Analyst III/Acting Operations & Environmental Services Manager and Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

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7. PUBLIC HEARINGS

A. Introduce an Ordinance to Adopt Permanent Outdoor Dining and Retail Sales Regulations

Published on 3/7/2026. Exempt from CEQA pursuant to sections 15060(c)(2) and 15061(b)(3).

Action Proposed: Conduct a public hearing and introduce the ordinance titled:

An Ordinance of the City of El Cerrito to Amend Title 19 of the El Cerrito Municipal Code by Amending Section 19.20.150 and Repealing Section 19.20.160

Contact: Diego Romero, Associate Planner; Sean Moss, Planning Manager, Community Development Department

8. POLICY MATTERS

A. Fiscal Year 2026-27 and 2027-28 Budget Study Session

Action Proposed: Receive a presentation from City Departments and conduct a study session on the FY 2026-27 and 2027-28 Proposed Budget, including:

- Department Overview and Staffing
- Review of FY 2025-26 Department Highlights and Accomplishments
- FY 2026-27 and 2027-28 Department Focus and Workplan/Operations

Contact: Karen Pinkos, City Manager, City Management

B. Amendments to the City Comprehensive Financial Policies

Action Proposed: Consider the Financial Advisory Board's recommended changes to the City of El Cerrito Comprehensive Financial Policies and adopt a resolution to revise the Policies to include grammatical and minor language edits.

Contact: Crystal Reams, Finance Director/City Treasurer

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9. CITY COUNCIL LOCAL & REGIONAL LIAISON ASSIGNMENTS

Mayor and City Council communications regarding local and regional liaison assignments, committee reports, and any required reporting under AB 1234 for meetings (as defined by the Brown Act) attended at the public's expense.

10. ADJOURN SPECIAL CITY COUNCIL MEETING

The next regularly scheduled City Council meeting is Tuesday, April 7, 2026 at 6:00 p.m.

The City of El Cerrito serves our diverse community by providing exceptional services that create a safe and resilient future for all.

Mayor
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Mayor Pro Tem
Rebecca Saltzman



Councilmembers
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DRAFT MINUTES

TUESDAY, FEBRUARY 10, 2026

SPECIAL CITY COUNCIL MEETING (6:00 PM)

Hillside Conference Room - 10890 San Pablo Ave, El Cerrito

Join Via Zoom:

<https://us06web.zoom.us/j/81198129526?pwd=DIIOdSD5zzkMLETAPORQ7iJnvN51IS.1>

Meeting ID: 811 9812 9526 **Passcode:** 711428 **Dial in:** 1-408-638-0968

Public Comments:

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Conduct: Pursuant to the El Cerrito City Council [Rules of Order and Procedure](#).

6:00 PM

ROLL CALL - CONVENE SPECIAL CITY COUNCIL MEETING

Mayor Quinto called the meeting to order at 6:01 PM.

Present: Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Ktsanes, Councilmember Motoyama **Absent:** Councilmember Wysinger

1. **ORAL COMMUNICATIONS FROM THE PUBLIC**

All persons wishing to speak should sign up with the City Clerk. Remarks are typically limited to 3 minutes per person and to items on the special meeting agenda only.

2. **COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS**

Action Proposed: Staff requests that City Council conduct interviews and, at the conclusion of interviews, confer with staff regarding the ongoing recruitments, any remaining vacancies, and the scheduling of further special meetings to conduct interviews (if applicable). Council may decide to make appointments at the conclusion of the meeting.

Contact: Holly M. Charl  ty, City Clerk, City Management

City Council recessed from 7:23 PM to 7:28 PM.

The City Council conducted six interviews and made the following appointments:

Moved/Seconded: Mayor Pro Tem Saltzman/Councilmember Motoyama **Action:** For Citizen Streets Oversight Committee, re-appointed Jia Ma to a full term ending 3/1/2030, and re-appointed Kathy Fleming to a full term ending 3/1/2030. **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Ktsanes, Councilmember Motoyama **Noes:** None **Absent:** Councilmember Wysinger

Moved/Seconded: Mayor Pro Tem Saltzman/Councilmember Ktsanes **Action:** For Human Relations Commission, appointed Melissa Newton to a partial term ending 3/1/2027. **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Ktsanes, Councilmember Motoyama **Noes:** None **Absent:** Councilmember Wysinger

Moved/Seconded: Councilmember Ktsanes/Mayor Pro Tem Saltzman **Action:** For Financial Advisory Board, re-appointed Kimberly White to a full term ending 3/1/2030. **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Ktsanes, Councilmember Motoyama **Noes:** None **Absent:** Councilmember Wysinger

3. **ADJOURN SPECIAL CITY COUNCIL MEETING**

The special meeting adjourned at 8:00 PM

Gabe Quinto, Mayor

This is to certify that the foregoing is a true and correct copy of the minutes of the City Council meeting of February 10, 2026 as approved by the El Cerrito City Council.

Holly M. Charl  ty, MMC, City Clerk

Mayor
Gabe Quinto
Mayor Pro Tem
Rebecca Saltzman



Councilmembers
William Ktsanes
Lisa Motoyama
Carolyn Wysinger

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DRAFT MINUTES

TUESDAY, FEBRUARY 17, 2026

SPECIAL CITY COUNCIL MEETING (6:00 PM) **Hana Gardens - 10870 San Pablo Ave, El Cerrito**

Join Via Zoom:

<https://us06web.zoom.us/j/88138907080?pwd=lubCqZoi1RLdzTRtTYs9iboCBpUJTF.1>
Meeting ID: 881 3890 7080 **Passcode:** 987742 **Dial in:** 1-408-638-0968

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Public Comments:

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Conduct: This meeting is held pursuant to City Council [Rules of Order and Procedure](#).

6:00 PM ROLL CALL – CONVENE SPECIAL CITY COUNCIL MEETING

Mayor Quinto called the meeting to order at 6:01 PM.

Present: Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Ktsanes, Councilmember Motoyama, Councilmember Wysinger **Absent:** None

1. **PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF A MOMENT OF SILENCE**

2. **TELECONFERENCE AND PUBLIC COMMENT INSTRUCTIONS**

3. **COUNCIL/STAFF COMMUNICATIONS**

Reports of closed session, commission appointments and informational reports on matters of general interest which are announced by the City Council and staff.

City Manager Pinkos - congratulated Assistant City Manager Alexandra Orologas on receiving the John H Nail award for outstanding Assistant City Manager.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC**

Remarks are typically limited to 3 minutes per person. The Mayor may reduce the time limit per speaker depending upon the number of speakers and may limit the total time for public comment to facilitate the completion of business on the agenda. Comments regarding non-agenda, presentation and consent calendar items will be heard first.

Comments related to items appearing on the Public Hearing or Policy Matter portions of the Agenda will be heard prior to the City Council taking action on each item.

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

Jim Dogonas - spoke in support of placing the library tax measure on the June Ballot.

Lynn Watkins - spoke in support of a new library but against the proposed tax measure, and concern regarding staff accountability and transparency.

Barbara Lass - commented on the importance of public paths and trees in El Cerrito.

Steve Price - commented on concerns expressed by the City regarding the liability of volunteers conducting work on public paths.

Janet Byon - spoke regarding public paths and past actions taken to progress forward with updates.

Brian Richmond - commented on the desire for volunteer work on public paths and desire to move forward with improvements and the need to improve relationships with the City.

Justin Chang - spoke against the library tax initiative and urged Council to respond to concern of those in opposition.

Tom Schrey - spoke against the proposed library tax and concerns on the proposed language.

Margaret Cohea - spoke against the proposed library tax and Olivia Eielson - spoke against the proposed library tax

Chelsi Sparti - commented on the value and services provided by libraries, support of a new library, and thoughts on a library task force.

Barbara Chan - spoke in support of a library but in opposition of the proposed library tax and commented on proposed costs.

Clare Sheridan - spoke in support of placing the proposed library tax measure on the June ballot.

Greg Lyman - commented on misinformation on the proposed tax measure and in support of the measure.

Betsy Bashor - spoke regarding parking concerns connected to the Transit-Oriented Development option for a potential library site.

Suzanne Balmaceda - spoke in support of a new library in El Cerrito and placement of the proposed measure on the June Ballot.

Michelle Fadelli - commented in support of a new library and public engagement on how to make it the best for residents.

James Porter - spoke against the proposed library measure.

5. PRESENTATIONS

A. Recognition of 2025 Exemplary Police Employees

Action Proposed: Approve proclamations recognizing the 2025 exemplary contributions of 1) Officer Nirajan Chand (2025 Officer of the Year, 2) Executive Assistant Emily Graham (2025 Professional Staffer of the Year), and 3) Volunteer Cathy Smith (2025 Volunteer of the Year).

Contact: Paul Keith, Chief of Police, Police Department

Moved/Seconded: Councilmember Motoyama/Mayor Pro Tem Saltzman

Action: Approved three proclamations. **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Ktsanes, Councilmember Motoyama, Councilmember Wysinger **Noes:** None

6. ADOPTION OF THE CONSENT CALENDAR

All items on the consent calendar shall be acted upon in one motion, unless a member of the City Council or staff request separate consideration.

Moved/Seconded: Mayor Pro Tem Saltzman/Councilmember Motoyama **Action:** Approved items A, B, and D as indicated below. **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Ktsanes, Councilmember Motoyama, Councilmember Wysinger **Noes:** None

A. Approval of Minutes

Action Proposed: Approve the City Council Meeting minutes from December 16, 2025; January 10, January 20, and February 3, 2026.

Contact: Holly M. Charl  ty, City Clerk, City Management

Action: Approved minutes

B. Community Safety Committee Appointment

Action Proposed: Approve a Community Safety Committee recommendation to re-appoint Howard Hickman effective March 1, 2026
Contact: Aaron Leone, Sergeant/CommSC Liaison, Police Department
Action: Approved appointment

C. Community Safety Committee Recommendation

Action Proposed: Receive and file a recommendation from the Community Safety Committee.
Contact: William Cedrick Cobb, CommSC Chair; Aaron Leone, Sergeant/CommSC Liaison, Police Department
Pulled from Consent by Mayor Pro Tem Saltzman.
Moved/Seconded: Mayor Pro Tem Saltzman/Councilmember Ktsanes
Action: Received and filed, and directed staff to bring back a discussion item regarding the recommendation
Ayes: Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Ktsanes, Councilmember Motoyama, Councilmember Wysinger
Noes: None

D. Financial Advisory Board Recommendation

Action Proposed: Receive and file a recommendation from the Financial Advisory Board.
Contact: David Carvel, FAB Chair; Crystal Reams, Finance Director/City Treasurer/Staff Liaison, Finance Department
Action: Received and filed

7. PUBLIC HEARINGS

8. POLICY MATTERS

A. Fiscal Year 2025-26 Mid-Year Budget Amendments

Action Proposed: Adopt a Resolution authorizing appropriation increases to the FY 2025-26 budget totaling \$1,593,905 from all funds, including an appropriation of \$1,142,493 from the unassigned General Fund balance.
Contact: Claire Coleman, Budget/Financial Services Manager; Crystal Reams, Finance Director/City Treasurer, Finance Department
Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding clarification of the debt write-off for the Redevelopment Agency, special revenue funds and clarification on speed survey, confirmed all actions are one-time and not ongoing expenses, and clarification of timing for dipping below minimum reserve levels.

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

Michael McDougell - commented on the need to evaluate revenue and expenses on all funds, not just the general fund and need to make changes to avoid future deficits.

David Carvel - spoke regarding one-time expenses and related reduction of reserve levels.

Moved/Seconded: Councilmember Wysinger/Councilmember Motoyama
Action: Approved Resolution No. 2026-10 **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Ktsanes, Councilmember Motoyama, Councilmember Wysinger **Noes:** None

B. Discuss and Consider the Formation of a Library Task Force

Action Proposed: Consider the adoption of a resolution to form the City of El Cerrito Library Task Force to discuss and develop recommendations for options related to the modification or new construction of an El Cerrito Library.

Contact: Karen Pinkos, City Manager; Holly M. Charléty, City Clerk, City Management

Discussion - concern about misinformation out there and need to have accurate information for the public, clarification on timeframe, intent, assignment of new work, reporting mechanism, application information, and potential ways to pare down the number of applicants.

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

Bill Barish - commented on the need to respond to the practical and legal concerns of opponents to the proposed library measure.

Greg Lyman - spoke regarding available information regarding the proposed library measure.

Georgina Edwards - commented on prior experience participating in a task force, need for a mission statement and framework, and a variety of representation of residents.

BJ Thorsnes - spoke regarding library options, access to information, and prior experience participating in a task force.

Alan Kaplan - spoke regarding benefits and need for a new library, and support of a task force

Ira Sharenow - commented regarding misinformation, estimated costs, and proposed tax measure concerns.

Pearson Miller - spoke in support of a task force starting as soon as possible, with a clear mission, and concerns regarding the proposed tax measure.

Moved/Seconded: Councilmember Wysinger/Mayor Pro Tem Saltzman

Action: Approved Resolution No. 2026-11 and directed staff to return with applicant selection criteria and a mission statement. **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Ktsanes, Councilmember Motoyama, Councilmember Wysinger **Noes:** None

9. CITY COUNCIL LOCAL & REGIONAL LIAISON ASSIGNMENTS

Mayor and City Council communications regarding local and regional liaison assignments, committee reports, and any required reporting under AB 1234 for meetings (as defined by the Brown Act) attended at the public's expense.

Councilmember Ktsanes - reported on attendance at the Urban Forest Committee, and RecycleMore meetings.

Councilmember Wysinger - reported on appointment as the Second Vice-President of the National League of Cities LGBT Caucus.

Councilmember Motoyama - reported on attendance at the Contra Costa Mayors Conference, Employee recognition event, City Council Advisory body interview, and Association of Bay Area Governments Housing Committee meeting.

Mayor Pro Tem Saltzman - reported on attendance at the Employee Recognition event, Line 7 Bus Party, tour of the El Cerrito pool replastering project, Human Relations Commission meeting, and El Cerrito Historical Society Meeting.

Mayor Quinto - reported on attendance at the California Foundation on the Environment and Economy Conference, and the Bay Area Air Board meeting.

10. ADJOURN REGULAR CITY COUNCIL MEETING

The next regularly scheduled City Council meeting is Tuesday, March 3rd at 6:00 p.m. at Hana Gardens (10870 San Pablo Ave)

The special meeting adjourned at 8:44 PM in memory of Reverend Jessie Jackson.

Gabe Quinto, Mayor

This is to certify that the foregoing is a true and correct copy of the minutes of the City Council meeting of February 17, 2026 as approved by the El Cerrito City Council.

Holly M. Charléty, MMC, City Clerk

Mayor
Gabe Quinto
Mayor Pro Tem
Rebecca Saltzman



Councilmembers
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DRAFT MINUTES

THURSDAY, FEBRUARY 19, 2026

SPECIAL CITY COUNCIL MEETING (9:00 AM) **Hana Gardens - 10870 San Pablo Ave, El Cerrito**

Join Via Zoom:

<https://us06web.zoom.us/j/88669243269?pwd=WlfhYd2QnzllpjKy8vT4rjEKZ7taF.1>

Meeting ID: 886 6924 3269 **Passcode:** 811316 **Dial in:** 1-408-638-0968

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Public Comments:

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5. Via email to cityclerk@elcerrito.gov indicating **Public Comments – Agenda Item #.**

Written comments received by **2:00 PM Wednesday, February 18, 2026** will be provided to the City Council and posted online in advance of the meeting. Comments received after the deadline will be provided to the City Council and posted after the meeting.

Accommodations: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 510-215-4305. Notification 48 hours prior to the meeting will enable the City to make reasonable accommodations. Closed Captions are available via zoom.

Conduct: This meeting is held pursuant to City Council [Rules of Order and Procedure](#).

9:00 AM ROLL CALL - CONVENE SPECIAL CITY COUNCIL MEETING

Mayor Quinto called the meeting to order at 9:00 AM.

Present: Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Ktsanes, Councilmember Motoyama, Councilmember Wysinger **Absent:** None

- 1. PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF A MOMENT OF SILENCE**
- 2. TELECONFERENCE AND PUBLIC COMMENT INSTRUCTIONS**
- 3. POLICY MATTERS**

A. Receive a Report and Call an Election for the Citizen Initiative Petition titled "The El Cerrito Library Initiative"

Action Proposed: Receive and file a report prepared pursuant to Election Code Section 9212 on the Citizen Initiative Petition titled "The El Cerrito Library Initiative" and adopt a Resolution to place the proposed measure on the ballot.

Contact: Karen Pinkos, City Manager; Holly M. Charléty, City Clerk, City Management

Presentation and Discussion: Presenters and staff responded to comments and questions raised by members of the council regarding eligibility for construction costs already incurred, prohibited uses of funding, state programs for senior exemptions, options for use towards operating costs, other authorized uses, ownership if library constructed at the Plaza Bart site, pending initiative by Howard Jarvis Taxpayers Association, effect on project if agreements are in place and BART goes bankrupt, and process to amend exemptions by Council if proposed initiative is passed.

Public Comments: Written comments submitted prior to and during the meeting are posted online as supplemental materials and incorporated into the official meeting record.

Greg Lyman - spoke in support of the initiative and placement on the June ballot.

Michael Fischer - commented in support of the initiative, positive financial impacts of placement on the June ballot.

Paul Fadelli - spoke in support and proposed Plaza station location.

Betty Buginas - expressed concerns regarding city government and elected officials and intended approach.

Tom Panas - spoke in support of the initiative and a June election date.

Justin Chang - spoke in support of a November election and an additional community task force.

James Porter - spoke regarding divisiveness of residents and distrust of elected officials, and support of a November election.

Bill Barish - spoke in support of a November election, concern about funds collected if a library is not built.

Michael McDougell - questioning expenses related to the initiative, and support of a November election.

Wally Nawinski - commented in opposition to the initiative and remarked on pending initiatives put forward by the Howard Jarvis Taxpayers Association.

Georgina Edwards - spoke regarding the commitment of the City Council and staff, and support of a June election.

Barbara Chan - commented in opposition to the initiative and support of a November election.

Betsy Bashor - commented on construction cost estimates and eligible uses under the initiative.

Mark Friedman - spoke in support of a new library and a June election. Iliana Go - spoke in support of a new library.

Michelle Fadelli - commented on cost impacts of a June versus November election.

Gina Brussatori - commented regarding prior large projects and opposition to the proposal and associated costs.

Waynette Duty - expressed concerns regarding expected costs, impact on seniors, and spoke in support of a November election.

Ira Sharenow - spoke in support of a November election, opposition to the proposed options for a new library, and concerns on cost estimates

Rebecca Milliken - spoke in support of a June election and support of a new library.

Pearson Miller - spoke regarding lack of trust with city officials and city financials, and support of a November election.

Moved/Seconded: Mayor Pro Tem Saltzman/Councilmember Motoyama
Action: Adopted Resolution No. 2026-12, calling a June 2, 2026 special election. **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Motoyama, Councilmember Wysinger **Noes:** Councilmember Ktsanes

4. ADJOURN SPECIAL CITY COUNCIL MEETING

The special meeting adjourned at 11:07 AM

Gabe Quinto, Mayor

This is to certify that the foregoing is a true and correct copy of the minutes of the City Council meeting of February 19, 2026 as approved by the El Cerrito City Council.

Holly M. Charléty, MMC, City Clerk

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Carolyn Wysinger

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DRAFT MINUTES

TUESDAY, FEBRUARY 24, 2026

SPECIAL CITY COUNCIL MEETING (6:00 PM)
Hillside Conference Room - 10890 San Pablo Ave, El Cerrito

Join Via Zoom:

<https://us06web.zoom.us/j/83874265564?pwd=CO57C6nC8kw0cKXUw5GXR4eq4talCW.1>

Meeting ID: 838 7426 5564 **Passcode:** 320716 **Dial in:** 1-408-638-0968

Public Comments:

1. In-person, by submitting a request to speak to the City Clerk.
2. Via Zoom, using the "[Raise Hand](#)" feature to request to speak.
3. By phone, dialing *9 to "raise your hand", and *6 to unmute.
4. Online, using the "[Submit Comments](#)" feature on the [meeting event](#).
5. Via email to cityclerk@elcerrito.gov indicating **Public Comments – Agenda Item #.**

Written comments received by **2:00 PM** the day of the meeting will be provided to the City Council and posted online in advance of the meeting. Comments received after the deadline will be provided to the City Council and posted after the meeting.

Accommodations: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 510-215-4305. Notification 48 hours prior to the meeting will enable the City to make reasonable accommodations. Closed Captions are available via zoom.

Conduct: Pursuant to the El Cerrito City Council [Rules of Order and Procedure](#).

6:00 PM ROLL CALL - CONVENE SPECIAL CITY COUNCIL MEETING
Mayor Quinto called the meeting to order at 6:00 PM.
Present: Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Motoyama, Councilmember Wysinger (arrived at 6:29 PM) **Absent:** Councilmember Ktsanes

1. ORAL COMMUNICATIONS FROM THE PUBLIC

All persons wishing to speak should sign up with the City Clerk. Remarks are typically limited to 3 minutes per person and to items on the special meeting agenda only.

2. COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS

Action Proposed: Staff requests that City Council conduct interviews and, at the conclusion of interviews, confer with staff regarding the ongoing recruitments, any remaining vacancies, and the scheduling of further special meetings to conduct interviews (if applicable). Council may decide to make appointments at the conclusion of the meeting.

Contact: Holly M. Charléty, City Clerk, City Management

City Council recessed from 6:10 - 6:27 PM and 6:55 - 6:59 PM.

The City Council conducted eight interviews and made the following appointments.

Moved/Seconded: Mayor Pro Tem Saltzman/Mayor Quinto **Action:** For the Financial Advisory Board, appointed Justin Van Zerber for a partial term ending 3/1/2029. **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Motoyama **Noes:** None **Abstain:** Councilmember Wysinger **Absent:** Councilmember Ktsanes

Moved/Seconded: Councilmember Motoyama/Mayor Pro Tem Saltzman **Action:** For the Planning Commission, appointed Mordecai Stayton to a full term ending 3/1/2030, and re-appointed Nathan Tinclair to a full term ending 3/1/2030 **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Motoyama, Councilmember Wysinger **Noes:** None **Absent:** Councilmember Ktsanes

Moved/Seconded: Councilmember Wysinger/Mayor Pro Tem Saltzman **Action:** For the Contra Costa Council on Aging, re-appointed Carol Kehoe to a full term ending 6/21/2028 **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Motoyama, Councilmember Wysinger **Noes:** None **Absent:** Councilmember Ktsanes

Moved/Seconded: Councilmember Wysinger/Mayor Pro Tem Saltzman **Action:** For the Contra Costa Transportation Authority Citizens Advisory Committee, appointed Joanna Pace to a full term ending 3/1/2030. **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Motoyama, Councilmember Wysinger **Noes:** None **Absent:** Councilmember Ktsanes

Moved/Seconded: Mayor Quinto/Councilmember Motoyama **Action:** For the Park and Recreation Commission, appointed Julia Salinas to a partial term ending 3/1/2029, and Anne Perkins to a partial term ending 3/1/2027 **Ayes:** Mayor Quinto, Mayor Pro Tem Saltzman, Councilmember Motoyama, Councilmember Wysinger **Noes:** None **Absent:** Councilmember Ktsanes

3. ADJOURN SPECIAL CITY COUNCIL MEETING

The special meeting adjourned at 8:16 PM

Gabe Quinto, Mayor

This is to certify that the foregoing is a true and correct copy of the minutes of the City Council meeting of February 24, 2026 as approved by the El Cerrito City Council.

Holly M. Charl  y, MMC, City Clerk

EL CERRITO CITY COUNCIL PROCLAMATION
Recognizing March 31, 2026 as Transgender Day of Visibility in El Cerrito

WHEREAS, each year on March 31, the world observes Transgender Day of Visibility (TDOV) to raise awareness about transgender people; and

WHEREAS, TDOV was created in 2010 in response to the overwhelming majority of media stories about transgender people being focused on violence; and

WHEREAS, TDOV is a day to celebrate the lives and contributions of transgender people as well as drawing attention to the poverty, discrimination, and violence the community faces; and

WHEREAS, TDOV is a day is a reminder of the unacceptable violence and discrimination that transgender and gender non-conforming people face daily, simply for existing; and

WHEREAS, this day is a reminder that it is critical that we all take a stand against the forces of hate seeking to dehumanize people and harm our communities; and

WHEREAS, evident in 2025 is intensifying vitriol and attacks against transgender people and an increase in anti-LGBTQ bills including more than 450 introduced in state legislatures across the country; and

WHEREAS, the City of El Cerrito will always fight for and celebrate our LGBTQ community's right to live their lives out loud.

NOW THEREFORE, the City Council of the City of El Cerrito does hereby recognize March 31, 2026 as Transgender Day of Visibility in El Cerrito.

Dated: March 17, 2026

Rebecca Saltzman, Mayor Pro Tem



AGENDA BILL

Agenda Item No. 6.C.

Date: March 17, 2026
To: El Cerrito City Council
From: Crystal Reams, Finance Director/City Treasurer, Finance Department
Subject: Monthly Disbursement and Check Register Report for February 2026

ACTION PROPOSED

Receive and file the Monthly Disbursement and Check Register Report for the month of February 2026.

BACKGROUND/ANALYSIS

California Government Code, Title 4. Government of Cities, Division 3, Part 3, Chapter 3, Section 41004 states, "Regularly, at least once each month, the city treasurer shall submit to the city clerk a written report and accounting of all receipts, disbursements, and fund balances. The city treasurer shall file a copy with the legislative body." In addition, the City's Comprehensive Financial Policy, Item 5.1 Accounting Standards indicates the City's accounting and financial reporting systems shall be maintained in conformance with all state and federal laws.

- Month ending February 28, 2026, reflecting 303 Accounts Payable General Warrant Nos. 95477 through 95734, 45 Automated Clearing House/Electronic Funds Transfer (ACH/EFT) transactions, and 674 payroll-related checks and EFTs for a grand total of \$4,125,313.59.

Special note for the February report, items labeled "REFUND - GENERAL - FIRE INSPECTION FEE REFUND": The El Cerrito Fire Department discovered a calculation error during an internal review of its inspection fee schedule that caused certain inspections to be overcharged. The error has been corrected, and the updated Master Fee Schedule, now reflecting accurate rates, was approved by the [City Council on October 21, 2025](#). As part of the correction, the City issued 21 refunds of \$302 each.

STRATEGIC PLAN CONSIDERATIONS

The City's Comprehensive Financial Policy, which includes ensuring policies, procedures, and systems represent best practices in financial management, is aligned with requirements referenced in California Government Code, Title 4, Chapter 3, Section 41004.

This action supports the [City's Strategic Plan Goal\(s\)](#) of:

- *High Performing Organization* by ensuring the City maintains a strong financial position and a high-performing organization where employees feel a sense of inclusion and belonging.

ENVIRONMENTAL CONSIDERATIONS

This section is not applicable to this agenda item.

FINANCIAL CONSIDERATIONS

There is no fiscal impact associated with acceptance of the Monthly Disbursement and Check Register Report.

LEGAL CONSIDERATIONS

This section is not applicable to this agenda item.

Reviewed by:

A handwritten signature in blue ink, appearing to read "Karen Pinkos".

Karen Pinkos, City Manager

Attachments:

1. Monthly Payment Register February 2026

City of El Cerrito

Payment Register

From Payment Date: 2/1/2026 - To Payment Date: 2/28/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
AP-AP Check - Accounts Payable Checking Account								
<u>Check</u>								
95477	02/05/2026	Open			Accounts Payable	Alfred Wong	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95478	02/05/2026	Open			Accounts Payable	Alfred Wong	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95479	02/05/2026	Open			Accounts Payable	Baird Rentals	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95480	02/05/2026	Open			Accounts Payable	Bellows Apartments	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95481	02/05/2026	Open			Accounts Payable	Del Norte Condominium Association	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95482	02/05/2026	Open			Accounts Payable	Erik Eichner	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95483	02/05/2026	Open			Accounts Payable	Freeway Motel	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95484	02/05/2026	Open			Accounts Payable	Gallagher Lindsey Rentals	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95485	02/05/2026	Open			Accounts Payable	Koyama Property Trust	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95486	02/05/2026	Open			Accounts Payable	Lapham Company	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95487	02/05/2026	Open			Accounts Payable	Leonard Kam	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95488	02/05/2026	Open			Accounts Payable	Mark Yen	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95489	02/05/2026	Open			Accounts Payable	Paula & Randy Sanchez	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95490	02/05/2026	Open			Accounts Payable	Piero Martinucci	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95491	02/05/2026	Open			Accounts Payable	Ranjit Dhillon	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95492	02/05/2026	Open			Accounts Payable	Robert Sherman	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95493	02/05/2026	Open			Accounts Payable	Shaw Properties	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95494	02/05/2026	Open			Accounts Payable	Shirley & Edison Chan	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95495	02/05/2026	Open			Accounts Payable	Susan & Eric Pressler	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95496	02/05/2026	Open			Accounts Payable	Susila Patel	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95497	02/05/2026	Open			Accounts Payable	Tsamchoe Shresta Living Trust	REFUND - GENERAL - FIRE INSPECTION FEE REFUND	\$302.00
95498	02/05/2026	Open			Accounts Payable	2-ELEVEN SHIELDS	Supplies - BADGES UNIFORM	\$290.10
95499	02/05/2026	Open			Accounts Payable	ADAMSON POLICE PRODUCTS	Assets - Firearms	\$15,820.88
95500	02/05/2026	Open			Accounts Payable	AVILA PROJECT MANAGEMENT	zAsset808INFRA-PW - TO#18 2025 Surface Seal Project	\$6,492.50
95501	02/05/2026	Open			Accounts Payable	BERKHEIMER LABOR RELATIONS, LLC	Professional Services	\$10,500.00
95502	02/05/2026	Open			Accounts Payable	CHALLENGE ROOTER	Refund- Public Work Deposit - RELEASE OF BONDS - JAN 2026 PART 2	\$2,768.00
95503	02/05/2026	Open			Accounts Payable	CONTRA COSTA COUNTY TAX COLLECTORS OFFICE	TAXES - PROPERTY - SECURED PROP TAX BILL FY25-26 2ND INSTALL	\$36,152.11
95504	02/05/2026	Open			Accounts Payable	COUNTRY CLUB VISTA HOA	Services - General - STREET LIGHT EXPENSE JUL 24-JUN25	\$1,618.04
95505	02/05/2026	Open			Accounts Payable	CPS HR CONSULTING	Professional Services - Marketing for recruiting	\$35.00
95506	02/05/2026	Open			Accounts Payable	CRIME SCENE CLEANERS, INC.	Services - General - BIO-HAZARD CLEAN-UP	\$130.00
95507	02/05/2026	Open			Accounts Payable	DATA TICKET, INC.	Services - General - BUILDING & SAFETY DEC 2025	\$400.00
95508	02/05/2026	Open			Accounts Payable	DIVISION OF STATE ARCHITECT	FEES - DISABILITY ACCESS & EDU OUTSTANDING BALANCE 2025 ANN FILING	\$5.20
95509	02/05/2026	Open			Accounts Payable	Dixon Resources Unlimited	Professional Services - Parking Management Action Plan	\$5,565.00
95510	02/05/2026	Open			Accounts Payable	DON'S TIRE SERVICE, INC.	Services - General - 2 NEW TIRES & INSTALL	\$363.17
95511	02/05/2026	Open			Accounts Payable	EAGLE BUSINESS FORMS	Supplies - CITATIONS FORMS	\$3,982.68
95512	02/05/2026	Open			Accounts Payable	EAST BAY - LEAGUE OF CA CITIES	DUES & SUBSCRIPTION - MEMBERSHIP DUES 2026	\$300.00
95513	02/05/2026	Open			Accounts Payable	EHSD-CC SENIOR NUTRITION	Services - General - CAFE COSTA SENIOR LUNCH PROGRAM CONTRIBUTION REIMB DEC 2025	\$429.70
95514	02/05/2026	Open			Accounts Payable	EL CERRITO PRESCHOOL COOPERATIVE	Professional Services - ART & CULTURE COMMISSION MINI GRANT - MESSY ART DAY 2026	\$1,200.00
95515	02/05/2026	Open			Accounts Payable	EVEREST PLUMBING & DRAIN	Refund- Public Work Deposit - RELEASE OF BONDS - JAN 2026 PART 2	\$1,945.00
95516	02/05/2026	Open			Accounts Payable	FIRE INFORMATION SUPPORT SVCS	Professional Services - NFIRS FILING	\$900.00
95517	02/05/2026	Open			Accounts Payable	FJ&I ENGINEERING, INC.	Services - General - RETENTION	\$20,028.90
95518	02/05/2026	Open			Accounts Payable	FOLGERGRAPHICS, INC.	Supplies - 2025-2026 rECguides	\$3,926.23
95519	02/05/2026	Open			Accounts Payable	FORENSIC SERVICES DIVISION	Professional Services - Forensic Services	\$5,968.24
95520	02/05/2026	Open			Accounts Payable	GABRIEL, BARBARA, A.	Professional Services - Barbara Gabriel - Recreation Instruction	\$349.20
95521	02/05/2026	Open			Accounts Payable	GOLDFARB & LIPMAN LLP	LEGAL SERVICES - LEGAL SERVICES FOR SEP 2025	\$657.00
95522	02/05/2026	Open			Accounts Payable	HDL COREN & CONE	Professional Services - FY26 Property Tax Services	\$2,969.28
95523	02/05/2026	Open			Accounts Payable	HILLTOP FORD KIA	Services - General - TAILLIGHT	\$767.47
95524	02/05/2026	Open			Accounts Payable	JOHNSON CONTROLS SECURITY SOLUTIONS LLC	Services - General - CITY HALL ALARM SERVICE 2/1/26-4/30/26	\$533.92
95525	02/05/2026	Open			Accounts Payable	KATO PLUMBING	Refund- Public Work Deposit - RELEASE OF BONDS - JAN 2026 PART 2	\$21,471.00
95526	02/05/2026	Open			Accounts Payable	KEL-AIRE	Services - General - HVAC 1/7/2026	\$255.00
95527	02/05/2026	Open			Accounts Payable	KNORR SYSTEMS, INC.	Supplies - Chemicals - 55295	\$737.29
95528	02/05/2026	Open			Accounts Payable	L.N. CURTIS & SONS	Supplies - PD - Clothing & Uniform	\$819.93
95529	02/05/2026	Open			Accounts Payable	MALLORY SAFETY & SUPPLY LLC	Supplies - COMM DEVICES - UNIFORM	\$4,496.92
95530	02/05/2026	Open			Accounts Payable	MCA DIRECT LLC	Supplies - ELECTION SUPPLIES 1/13/26	\$339.23
95531	02/05/2026	Open			Accounts Payable	ODP BUSINESS SOLUTIONS, LLC	Supplies - Supplies 4010 CD Admin	\$104.72
95532	02/05/2026	Open			Accounts Payable	PAYMENTUS CORPORATION	FEES - CREDIT CARD PROCESSING FEES DEC 2025	\$2,049.21
95533	02/05/2026	Open			Accounts Payable	PG&E	Refund- Public Work Deposit - RELEASE OF BONDS - JAN 2026 PART 2	\$9,412.84
95534	02/05/2026	Open			Accounts Payable	PLACEWORKS	Professional Services - SAFETY ELEMENT	\$1,062.08

City of El Cerrito

Payment Register

From Payment Date: 2/1/2026 - To Payment Date: 2/28/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
95535	02/05/2026	Open			Accounts Payable	PLAZA AUTO SERVICE INC	VEHICLE & FLEET MTNCE/REPAIRS - 12 FORD FUSION MAINTENANCE PW	\$52.05
95536	02/05/2026	Open			Accounts Payable	SAN FRANCISCO FOLK MUSIC CLUB	Professional Services - EL CERRITO FREE FOLK FESTIVAL EVENT 2026	\$1,250.00
95537	02/05/2026	Open			Accounts Payable	SEWER WORKS, INC	Refund- Public Work Deposit - RELEASE OF BONDS - JAN 2026 PART 2	\$1,945.00
95538	02/05/2026	Open			Accounts Payable	STERICYCLE, INC.	Services - General - HAZARDOUS WASTE	\$201.02
95539	02/05/2026	Open			Accounts Payable	SUPERION, LLC	Services - General - CommDev Business License Migration	\$1,305.00
95540	02/05/2026	Open			Accounts Payable	Technica Auto, Inc.	Services - General - 2023 FORD OIL CHANGE + FILTERS	\$340.71
95541	02/05/2026	Open			Accounts Payable	THE ED JONES COMPANY	Supplies - BADGES	\$424.82
95542	02/05/2026	Open			Accounts Payable	THEIS ENGINEERING & ASSOCIATES	Professional Services - Del Norte TOD Complete Streets	\$11,774.00
95543	02/05/2026	Open			Accounts Payable	TWO BROTHERS POOL & SPA, INC	Services - Building & Facility Mtnce/Repairs - Pool Maintenance Services	\$3,668.09
95544	02/05/2026	Open			Accounts Payable	VERMONT SYSTEMS, INC.	LICENSE - SOFTWARE - VSI Monthly Hosting Fees	\$1,318.40
95545	02/05/2026	Open			Accounts Payable	ZOON ENGINEERING, INC.	zAsset808INFRA-PW - 2025 Surface Seal Project	\$48,859.50
95546	02/05/2026	Open			Accounts Payable	PORTILLO, JOANNA	Training or Conferences - LUNCH - RED DOT PISTOL FOR DEC 10-11 2025	\$16.00
95547	02/05/2026	Open			Accounts Payable	SALTZMAN , REBECCA	Training or Conferences - MILEAGE AND MEAL REIMB LEAGUE OF CA CITIES CONF 108/-10/12	\$292.96
95548	02/05/2026	Open			Accounts Payable	WILLIAMS, GARY	Training or Conferences - REIMBURSEMENT FOR CAL CITIES LEADERSHIP CONF 12/9-12/11	\$1,040.12
95549	02/05/2026	Open			Accounts Payable	EL MONO	REFUND - GENERAL - REFUND FIRE INSPECTION INV#26-0071 FEES CHARGED IN ERROR	\$552.00
95550	02/05/2026	Open			Accounts Payable	CHAUMETTE, SUZETTE	Professional Services - MLK CELEBRATION, PANEL DISCUSSION	\$500.00
95551	02/12/2026	Open			Accounts Payable	A1 PHOENIX PLUMBING INC	RELEASE OF BONDS - RELEASE OF BONDS - JAN 2026 PART 2	\$823.00
95552	02/12/2026	Open			Accounts Payable	A3 PIPELINE	Services - General - RETENTION RELEASE	\$27,622.04
95553	02/12/2026	Open			Accounts Payable	ABOVE ALL PLUMBING, INC.	RELEASE OF BONDS - RELEASE OF BONDS - JAN 2026 PART 2	\$2,768.00
95554	02/12/2026	Open			Accounts Payable	AMAZON CAPITAL SERVICES, INC.	Supplies - OTHER EQUIPMENT SUPPLIES FD	\$575.07
95555	02/12/2026	Open			Accounts Payable	ARATA EQUIPMENT COMPANY	Services - General - REPLACEMENT JOYSTICK FOR R1	\$2,121.83
95556	02/12/2026	Open			Accounts Payable	ARMOUR PETROLEUM SERVICE & EQUIPMENT CORP	Services - Building & Facility Mtnce/Repairs	\$630.69
95557	02/12/2026	Open			Accounts Payable	ASBURY ENVIRONMENTAL SERVICES	Services - General - USED MOTOR OIL RECYCLING 1/13/26	\$459.00
95558	02/12/2026	Open			Accounts Payable	BATTALION ONE FIRE PROTECTION	Services - General - Fire Riser Inspections FY 25-26	\$1,760.00
95559	02/12/2026	Open			Accounts Payable	BEACON HOME CARE	Services - General - SUMMER RESPITE JUL-AUG 2025	\$1,890.00
95560	02/12/2026	Open			Accounts Payable	BLAISDELL'S BUSINESS PRODUCTS	Services - General - GENERAL OFFICE SUPPLIES	\$87.36
95561	02/12/2026	Open			Accounts Payable	CHALLENGE ISLAND BAY AREA	Professional Services - Challenge Island Recreation Instructor PO 25-26	\$2,089.50
95562	02/12/2026	Open			Accounts Payable	CINTAS CORPORATION #054 UNIFORMS	Supplies - UNIFORM FOR RECYCL STAFF	\$623.75
95563	02/12/2026	Open			Accounts Payable	COOKE, JOANNE	Professional Services - FLAMENCO CLASSES JAN 2026	\$180.00
95564	02/12/2026	Open			Accounts Payable	EBMUD	UTILITIES - FY 25-26 UTILITIES ALLOCATIONS - EBMUD	\$9,227.65
95565	02/12/2026	Open			Accounts Payable	FLEET MANAGEMENTHOLDINGS, LLC	VEHICLE & FLEET MTNCE/REPAIRS - Fleet Maint. - Recycling Trucks and Heavy Equip. FY25-26	\$13,383.89
95566	02/12/2026	Open			Accounts Payable	BAKER, DORRICK	Professional Services - MLK DAY ENTERTAINMENT 2026	\$200.00
95567	02/12/2026	Open			Accounts Payable	BALTZ, LEONARD	Employee Expense Reimbursement - REIMB FOR WINE PURCHASE FOR CITY'S EMPLOYEE RECOG PARTY 2/6/26	\$213.44
95568	02/12/2026	Open			Accounts Payable	FOLGERGRAPHICS, INC.	Supplies - 2025-2026 rECguides	\$7,771.39
95569	02/12/2026	Open			Accounts Payable	GARDA CL WEST,INC.	Professional Services - FY26 Armored Car Service	\$306.86
95570	02/12/2026	Open			Accounts Payable	GRAINGER	Supplies - INFRASTRUCTURE SUPPLIES - COLD PATCH	\$796.12
95571	02/12/2026	Open			Accounts Payable	HAAKER EQUIPMENT COMPANY	Supplies - BRACKETS FOR NEW EBS TRUCK	\$146.84
95572	02/12/2026	Open			Accounts Payable	HdL Companies	Professional Services - FY26 Sales Tax Analysis Services	\$1,312.47
95573	02/12/2026	Open			Accounts Payable	INTREPID ELECTRONIC SYSTEMS	Services - General - CITY HALL ANNUAL FA & SPRINKLER INSPECTION REPORT 1/9/26	\$1,945.00
95574	02/12/2026	Open			Accounts Payable	IRON MOUNTAIN	Services - General - Off-site records storage and services	\$676.43
95575	02/12/2026	Open			Accounts Payable	JONES, HIROMI	Professional Services	\$1,536.00
95576	02/12/2026	Open			Accounts Payable	KENNEDY, GREG, C	Professional Services - medical services	\$2,100.00
95577	02/12/2026	Open			Accounts Payable	MALLORY SAFETY & SUPPLY LLC	Services - General - UNIFORM - COMM BRACKET	\$5,352.31
95578	02/12/2026	Open			Accounts Payable	MCAVOY, IAN	Services - General - FY2025-26 Off the Block STEAM Recreation Instructor	\$8,500.80
95579	02/12/2026	Open			Accounts Payable	MCGEOY, MICHELE	Professional Services - Michele McGeoy Recreation Instructor PO 25-26	\$5,295.00
95580	02/12/2026	Open			Accounts Payable	NEW PIG CORPORATION	Services - General - FILTERS SOCKS FOR RAIN GARDENS + STORM DRAINS	\$1,552.43
95581	02/12/2026	Open			Accounts Payable	NORTHERN CALIFORNIA SPELMANSLAG	Services - General - SCANDINAVIAN FOLK DANCING JAN 2026	\$67.20
95582	02/12/2026	Open			Accounts Payable	ODP BUSINESS SOLUTIONS, LLC	Supplies - Supplies 1060 HR	\$46.03
95583	02/12/2026	Open			Accounts Payable	ROADSAFE TRAFFIC SYSTEMS, INC.	Supplies - Infrastructure Supplies	\$1,196.28
95584	02/12/2026	Voided/ Reissue d	Enter Correct Vendor Legal Name	02/12/2026	Accounts Payable	S. AND A. PACIFIC CONSTRUCTION LLC, Lukas, Vera		\$847.00
95585	02/12/2026	Open			Accounts Payable	SHAHKAR, MEHRAN	Professional Services	\$1,020.00
95586	02/12/2026	Open			Accounts Payable	SPA ENTERPRISES	Services - General - PAINTING OF GARAGE DOORS	\$3,500.00
95587	02/12/2026	Open			Accounts Payable	ST. FRANCIS ELECTRIC	Services - General - Routine Streelight and Traffic Signals	\$13,002.47
95588	02/12/2026	Open			Accounts Payable	STERICYCLE, INC.	Services - General - medical waste	\$855.08
95589	02/12/2026	Open			Accounts Payable	SUPER SOCCER STARS	Professional Services - Super Soccer Stars Recreation Instructor PO 25-26	\$8,202.60
95590	02/12/2026	Open			Accounts Payable	UNIVERSAL BUILDING SERVICE	Supplies - UBS Supplies - Public Works: Parks	\$8,185.58
95591	02/12/2026	Open			Accounts Payable	VERMONT SYSTEMS, INC.	LICENSE - SOFTWARE - VSI Monthly Hosting Fees	\$1,318.40
95592	02/12/2026	Open			Accounts Payable	VULCAN INCORPORATED	Supplies - STRETCH FILM	\$637.96

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
95593	02/12/2026	Open			Accounts Payable	WILLDAN FINANCIAL SERVICES	Professional Services - FISCAL YEAR 2024/25 ANNUAL CONTINUING DISCLOSURE SVCS	\$2,003.00
95594	02/12/2026	Open			Accounts Payable	OAKLAND BLACK COWBOY ASSOCIATION	Professional Services - MLK DAY ENTERTAINMENT 2026	\$350.00
95595	02/12/2026	Open			Accounts Payable	PAUL SMITH	Professional Services - MLK DAY ENTERTAINMENT 2026	\$850.00
95596	02/12/2026	Open			Accounts Payable	SIGNS BY SCOTT	Professional Services - MLK DAY ENTERTAINMENT 2026	\$141.38
95597	02/12/2026	Open			Accounts Payable	TROTTER VIDEOGRAPHY	Professional Services - MLK DAY ENTERTAINMENT 2026	\$350.00
95598	02/12/2026	Open			Accounts Payable	VAN WYCK, JAMES	Services - General - REIMBURSEMENT FOR TRAINING COURSE 1/15/26	\$449.00
95599	02/12/2026	Open			Accounts Payable	S. AND A. PACIFIC CONSTRUCTION LLC	RELEASE OF BONDS - RELEASE OF BONDS - JAN 2026 PART 2	\$847.00
95600	02/19/2026	Open			Accounts Payable	CALPERS LONG TERM CARE PROGRAM	Personnel - 02/06/2026 Deduction CALPERS Longterm Care Ins	\$47.96
95601	02/19/2026	Open			Accounts Payable	HEALTH CARE DENTAL TRUST	Personnel - 02/06/2026 Benefit Dental 1	\$18,437.68
95602	02/19/2026	Open			Accounts Payable	IAFF LOCAL 1230	Personnel - 02/06/2026 Deduction UNION LOCAL 1230	\$5,801.21
95603	02/19/2026	Open			Accounts Payable	KAISER FOUNDATION HEALTH PLAN	Personnel - 02/06/2026 Benefit Kaiser 1	\$284,504.89
95604	02/19/2026	Open			Accounts Payable	LEGALSHIELD	Personnel - 02/06/2026 Deduction PRE-PAID LEGAL SRVC	\$124.60
95605	02/19/2026	Open			Accounts Payable	MUNICIPAL POOLING AUTHORITY	Personnel - 02/06/2026 Benefit Life Insurance-Basic	\$13,307.38
95606	02/19/2026	Open			Accounts Payable	NATIONWIDE TRUST COMPANY, FSB	Personnel - 02/06/2026 Benefit Fire Health Savings Acct	\$17,650.00
95607	02/19/2026	Open			Accounts Payable	SEIU LOCAL 1021	Personnel - 02/06/2026 Deduction UNITED PUBLIC EMPLOYEES DUES	\$1,894.14
95608	02/19/2026	Open			Accounts Payable	U.S. BANK - INSTITUTIONAL TRUST - W REGION	Personnel - 02/06/2026 Benefit PARS - ARS 457	\$3,263.71
95609	02/19/2026	Open			Accounts Payable	CALPERS LONG TERM CARE PROGRAM	Personnel - 02/20/2026 Deduction CALPERS Longterm Care Ins	\$47.96
95610	02/19/2026	Open			Accounts Payable	EL CERRITO FIRE DEPT MGMT GRP	Personnel - 02/20/2026 Deduction FIRE DEPT MGMT GROUP	\$50.00
95611	02/19/2026	Open			Accounts Payable	EL CERRITO PUBLIC SFTY EE MGMT	Personnel - 02/20/2026 Deduction SAFETY EMPLYEE MGMT GROUP	\$436.00
95612	02/19/2026	Open			Accounts Payable	FIRE ASSOCIATION	Personnel - 02/20/2026 Deduction FIRE ASSN DUES CK	\$675.00
95613	02/19/2026	Open			Accounts Payable	LIFE INSURANCE OF NORTH AMERICA	Personnel - 02/20/2026 Deduction Accidental Death & Dismembermt	\$52.50
95614	02/19/2026	Open			Accounts Payable	POLICE ASSN.	Personnel - 02/20/2026 Deduction POLICE ASSN DUES	\$3,554.24
95615	02/19/2026	Open			Accounts Payable	PRO FIREFIGHTERS ASSN DUES	Personnel - 02/20/2026 Deduction EC PRO FIREFIGHTERS DUES	\$290.00
95616	02/19/2026	Open			Accounts Payable	SEIU LOCAL 1021	Personnel - 02/20/2026 Deduction UNITED PUBLIC EMPLOYEES DUES	\$1,892.81
95617	02/19/2026	Open			Accounts Payable	U.S. BANK - INSTITUTIONAL TRUST - W REGION	Personnel - 02/20/2026 Benefit PARS - ARS 457	\$3,616.17
95618	02/19/2026	Open			Accounts Payable	24 HOUR FITNESS USA, LLC	DUES & SUBSCRIPTION - MEMBERSHIP JAN 2026	\$395.89
95619	02/19/2026	Open			Accounts Payable	A3 PIPELINE	zAsset808INFRA-PW - Hydrojetting and Vactoring	\$14,000.00
95620	02/19/2026	Open			Accounts Payable	AMAZON CAPITAL SERVICES, INC.	Supplies - OFFICE SUPPLIES RECYCL DEPT	\$41.00
95621	02/19/2026	Open			Accounts Payable	AMERIGAS PROPANE INC	Supplies - PROPANE FOR FORKLIFTS 1/6/26 + 1/27/26	\$1,304.94
95622	02/19/2026	Open			Accounts Payable	ATCO PEST CONTROL INC	Services - General - COMMUNITY CENTER PEST CONTROL SERVICE JAN 2026	\$750.00
95623	02/19/2026	Open			Accounts Payable	AURORA FENCING INC.	Services - General - TEMPORARY FENCING FOR PLAYGROUND REPAIR PROJECT	\$722.13
95624	02/19/2026	Open			Accounts Payable	BAY ALARM COMPANY	Services - General - STA 51 ALARM 3/1/26-5/31/26	\$1,206.99
95625	02/19/2026	Open			Accounts Payable	BAY AREA NEWS GROUP EAST BAY	Professional Services - PUBLIC HEARINGS JAN 2026	\$205.02
95626	02/19/2026	Open			Accounts Payable	BIKE EAST BAY	Services - General - BIKE TO WHEREVER DAY 2026	\$2,500.00
95627	02/19/2026	Open			Accounts Payable	BMI	FEES - ANNUAL LICENSE FEES 2026	\$459.00
95628	02/19/2026	Open			Accounts Payable	BPX PRINTING & GRAPHICS	Professional Services - PRINTING AND BINDING	\$88.10
95629	02/19/2026	Open			Accounts Payable	CHILDCARE CAREERS, LLC	Services - General - Temporary Childcare Services	\$331.50
95630	02/19/2026	Open			Accounts Payable	CINTAS CORPORATION #054 UNIFORMS	Supplies - UNIFORM PARTS FOR RAUL	\$461.81
95631	02/19/2026	Open			Accounts Payable	CITY OF FAIRFIELD	Professional Services - Range Fees	\$1,782.00
95632	02/19/2026	Open			Accounts Payable	CITY OF RICHMOND	Professional Services - Dispatch Services	\$72,014.17
95633	02/19/2026	Open			Accounts Payable	CLEARSTREAM RECYCLING, INC.	Supplies - SUPPLIES FOR EVENT - 5 SETS EVENT STANDS + BAGS	\$1,800.00
95634	02/19/2026	Open			Accounts Payable	COIT	Services - General - CLEANING SERVICES	\$250.00
95635	02/19/2026	Open			Accounts Payable	COMMUNITY CONSERVATION CENTERS, INC.	Services - General - MIXED PAPER + PLASTIC RECYCL JAN 2026	\$580.23
95636	02/19/2026	Open			Accounts Payable	CONTRA COSTA COUNTY LIBRARY	Professional Services - Additional Library Hours and City Share of Technology costs	\$21,220.84
95637	02/19/2026	Open			Accounts Payable	CONTRA COSTA HEALTH SERVICES	Services - General - TIPPING WALL INSPECTION 1/9/26	\$470.00
95638	02/19/2026	Open			Accounts Payable	DON'S TIRE SERVICE, INC.	Professional Services - Vehicle Repair	\$787.96
95639	02/19/2026	Open			Accounts Payable	EAST BAY SANITARY CO. INC.	DUES & SUBSCRIPTION - Routing Software - Hauler Hero FY 26	\$3,000.00
95640	02/19/2026	Open			Accounts Payable	EBMUD	UTILITIES - FY 25-26 UTILITIES ALLOCATIONS - EBMUD	\$782.86
95641	02/19/2026	Open			Accounts Payable	FLEET MANAGEMENTHOLDINGS, LLC	VEHICLE & FLEET MTNCE/REPAIRS - Fleet Maint. - Recycling Trucks and Heavy Equip. FY25-26	\$6,618.01
95642	02/19/2026	Open			Accounts Payable	FOLGERGRAPHICS, INC.	Supplies - EBS TRUCK AD #9	\$297.68
95643	02/19/2026	Open			Accounts Payable	FORDERER CORNICE WORKS INC	Services - General - JAIL DOOR LOCK REPLACEMENT	\$3,680.42
95644	02/19/2026	Open			Accounts Payable	FRANKEL, PETER	Professional Services - PAVEMENT ART PILOT PROGRAM AWARD	\$500.00
95645	02/19/2026	Open			Accounts Payable	FUJIWARA, PATTY	Professional Services	\$796.80
95646	02/19/2026	Open			Accounts Payable	Full Source, LLC	Supplies - SAFETY VESTS FOR MAINT + RECYCL	\$900.74
95647	02/19/2026	Open			Accounts Payable	GHILOTTI BROS, INC	Capital - Del Norte TOD Complete Streets - Construction	\$323,045.50
95648	02/19/2026	Open			Accounts Payable	GILL ASSOCIATES IDENTIFICATION SYSTEMS, LLC	Supplies - PART FOR CARD PRINTER	\$276.00
95649	02/19/2026	Open			Accounts Payable	GYMDOC INC	Services - General - GYM EQUIPMENT REPAIR STA 52	\$418.45
95650	02/19/2026	Open			Accounts Payable	HONEY BUCKET	Services - General - CENTRAL PARK SERVICE 2/3/26-3/2/26	\$241.05
95651	02/19/2026	Open			Accounts Payable	JAFFE, SCOT	Professional Services - OPEN CERAMICS JAN 2026	\$436.80
95652	02/19/2026	Open			Accounts Payable	KINSEY, KATHRYNE ANN	Professional Services - BRIDGE JAN 2026	\$480.00

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95653	02/19/2026	Open			Accounts Payable	L.N. CURTIS & SONS	Supplies - FD - Clothing & Uniform Supply	\$1,310.87
95654	02/19/2026	Open			Accounts Payable	LACK, CHRIS	Professional Services - OPEN CERAMICS WED JAN 2026	\$796.80
95655	02/19/2026	Open			Accounts Payable	LEHR UPFITTERS OPCO LLC	Services - General - Vehicle Upfitting	\$9,265.42
95656	02/19/2026	Open			Accounts Payable	MORTON'S URBAN PEST MANAGEMENT	Services - General - CITY HALL PEST CONTROL SVCS JAN 2026	\$880.00
95657	02/19/2026	Open			Accounts Payable	MUNICIPAL POOLING AUTHORITY	Services - General - UNMET LIABILITY 01/2026	\$4,798.45
95658	02/19/2026	Open			Accounts Payable	NEW PIG CORPORATION	Supplies - MICROBIAL OIL STAIN REMOVER	\$158.70
95659	02/19/2026	Open			Accounts Payable	NORGE CLEANERS	Services - General - DRY CLEANING JAN 2026	\$456.80
95660	02/19/2026	Open			Accounts Payable	NORTHERN CALIFORNIA RECYCLING ASSOCIATION	Training or Conferences - NCRA 2026 CONFERENCE CARLOS REGISTRATION	\$250.00
95661	02/19/2026	Open			Accounts Payable	ODP BUSINESS SOLUTIONS, LLC	Supplies - Supplies 2011 PD	\$149.03
95662	02/19/2026	Open			Accounts Payable	OLIVERO PLUMBING	Services - General - Emergency Gas Leak Services - Public Safety Building	\$8,370.71
95663	02/19/2026	Open			Accounts Payable	PACIFIC COAST AV	Professional Services - COUNCIL CHAMBERS AUDIO-VISUAL UPGRADE	\$16,411.32
95664	02/19/2026	Open			Accounts Payable	PAKPOUR CONSULTING GROUP, INC.	Professional Services - TO#1 Staff Augmentation Maintenance Services	\$2,360.00
95665	02/19/2026	Open			Accounts Payable	PG&E	Supplies - FUEL FOR CNG PICKUP TRUCK 01/2026	\$47.56
95666	02/19/2026	Open			Accounts Payable	PINNACLE PETROLEUM INC	Supplies - FY25-26 Unleaded Gasoline	\$14,407.45
95667	02/19/2026	Open			Accounts Payable	PLAZA AUTO SERVICE INC	VEHICLE & FLEET MTNCE/REPAIRS - Fleet Maint. - PW Trucks and Passenger Vehicles FY25-26	\$2,060.02
95668	02/19/2026	Open			Accounts Payable	RAMOS, STEPHANIE, R	Professional Services	\$3,901.80
95669	02/19/2026	Open			Accounts Payable	ROADWAY DISPLAYS, INC.	Supplies - EBS TRUCK AD #9	\$497.69
95670	02/19/2026	Open			Accounts Payable	RUBICON ENTERPRISES INC	Services - General - Greenway & Streetscape Maintenance FY 25-26	\$26,388.50
95671	02/19/2026	Open			Accounts Payable	SAME DAY SIGNS	Supplies - GRAPHICS FOR R5 DOORS + BOX	\$496.13
95672	02/19/2026	Open			Accounts Payable	SPEAKWRITE LLC	Professional Services - TRANSCRIPTION	\$142.54
95673	02/19/2026	Open			Accounts Payable	SSD ALARM	Services - General - COMMUNITY CENTER BURGLAR FIRE ALARM MARCH 2026	\$221.25
95674	02/19/2026	Open			Accounts Payable	STERICYCLE, INC.	Services - General - WASTE DISPOSAL	\$90.17
95675	02/19/2026	Open			Accounts Payable	SUPERION, LLC	Services - General - CommDev Business License Migration	\$1,980.00
95676	02/19/2026	Open			Accounts Payable	Technica Auto, Inc.	Services - General - 2012 FORD NEW CAR BATTERY	\$198.69
95677	02/19/2026	Open			Accounts Payable	TERRYBERRY	Professional Services - EE RECOGNICATION PINS	\$3,625.42
95678	02/19/2026	Open			Accounts Payable	TETOS CATERING	Supplies - 2026 Employee Recognition Party	\$6,621.00
95679	02/19/2026	Open			Accounts Payable	U.S. SECURITY SUPPLY, INC.	Supplies - Facility Supplies	\$384.87
95680	02/19/2026	Open			Accounts Payable	WESTERN STATES OIL COMPANY	Supplies - FY25-26 RENEWABLE FUEL - DIESEL	\$15,617.04
95681	02/19/2026	Open			Accounts Payable	CHAND, NIRAJAN	Training or Conferences - LUNCH - FIELD TRAINING OFFICER COURSE 1/26-1/30	\$40.00
95682	02/19/2026	Open			Accounts Payable	CHOUDJA, PATRICK	Training or Conferences - FIELD TRAINING OFFICER 01/26-01/30	\$40.00
95683	02/19/2026	Open			Accounts Payable	WINTERS, CHRISTOPHER	Training or Conferences - FIELD TRAINING OFFICER 01/26-01/30	\$40.00
95684	02/19/2026	Open			Accounts Payable	CHEETHAM, KATHLEEN	REAL PROPERTY TAX REBATE - REAL PROPERTY TAX REBATE FOR 847 GALVIN DR	\$3,540.00
95685	02/19/2026	Open			Accounts Payable	EL CERRITO DEMOCRATIC CLUB	REFUND - GENERAL - DEPOSIT REFUND	\$225.80
95686	02/19/2026	Open			Accounts Payable	TRUMBLE CONSTRUCTION INC	FEES - REFUND - PERCENT CREDIT CARD FEE	\$18.31
95687	02/19/2026	Open			Accounts Payable	WILSON, ASHA, KIRAN	REFUND - GENERAL - CANCEL PERMIT REFUND FOR BD24-1243	\$4,064.00
95688	02/20/2026	Open			Accounts Payable	DARIUS LABS INC	LICENSE - SOFTWARE - AI report writing	\$18,000.00
95689	02/26/2026	Open			Accounts Payable	APB GENERAL ENGINEERING	Refund- Public Work Deposit - RELEASE OF BONDS - FEB 2026 PART 1	\$3,742.00
95690	02/26/2026	Open			Accounts Payable	BILL'S UNDERGROUND	Refund- Public Work Deposit - RELEASE OF BONDS - FEB 2026 PART 1	\$2,663.00
95691	02/26/2026	Open			Accounts Payable	CISCO SYSTEMS CAPITAL CORP	LICENSE - SOFTWARE - Meraki Network Switch license financing - Yr 3 of 3	\$11,298.22
95692	02/26/2026	Open			Accounts Payable	FJ&I ENGINEERING, INC.	Refund- Public Work Deposit - RELEASE OF BONDS - FEB 2026 PART 1	\$1,871.00
95693	02/26/2026	Open			Accounts Payable	KATO PLUMBING	Refund- Public Work Deposit - RELEASE OF BONDS - FEB 2026 PART 1	\$12,380.24
95694	02/26/2026	Open			Accounts Payable	PG&E	Refund- Public Work Deposit - RELEASE OF BONDS - FEB 2026 PART 1	\$8,689.95
95695	02/26/2026	Open			Accounts Payable	R.V.O. ROOTER	Refund- Public Work Deposit - RELEASE OF BONDS - FEB 2026 PART 1	\$1,945.00
95696	02/26/2026	Open			Accounts Payable	SEWER WORKS, INC	Refund- Public Work Deposit - RELEASE OF BONDS - FEB 2026 PART 1	\$1,945.00
95697	02/26/2026	Open			Accounts Payable	TERRA NOVA ENGINEERING INC	Refund- Public Work Deposit - RELEASE OF BONDS - FEB 2026 PART 1	\$3,816.00
95698	02/26/2026	Open			Accounts Payable	GHS Landscaping Inc	Refund- Public Work Deposit - RELEASE OF BONDS - FEB 2026 PART 1	\$847.00
95699	02/26/2026	Open			Accounts Payable	A3 PIPELINE	Services - General - STORM DRAIN CCTV KNOTT AVE	\$2,650.00
95700	02/26/2026	Open			Accounts Payable	ACE HIGH ENGINEERING	Services - General - Storm Drain Repair FY2025-26	\$27,102.00
95701	02/26/2026	Open			Accounts Payable	AMAZON CAPITAL SERVICES, INC.	Supplies - ICE MAKER FOR RECYCLING OFFICE	\$315.29
95702	02/26/2026	Open			Accounts Payable	AT&T DW HOLDINGS, INC	Services - General - AT&T LAND TELEPHONE LINES 11/20/25-12/19/25	\$26,974.64
95703	02/26/2026	Open			Accounts Payable	ATHENA CODING LLC	Professional Services - Athena Coding Recreation Instructor PO 25-26	\$3,720.00
95704	02/26/2026	Open			Accounts Payable	AVILA PROJECT MANAGEMENT	zAsset808INFRA-PW - TO#18 2025 Surface Seal Project	\$14,445.00
95705	02/26/2026	Open			Accounts Payable	CALIFORNIA PUBLIC POLICY GROUP INC.	Professional Services - Legislative Advocacy & Grant Writing Services	\$6,500.00
95706	02/26/2026	Open			Accounts Payable	CHAVAN & ASSOCIATES, LLP	Professional Services - FY26 Audit Services	\$16,400.00
95707	02/26/2026	Open			Accounts Payable	CHILDCARE CAREERS, LLC	Services - General - Temporary Childcare Services	\$1,795.25
95708	02/26/2026	Open			Accounts Payable	CINTAS CORPORATION #054 UNIFORMS	Supplies - UNIFORM ITEMS FOR R. MARTINEZ	\$977.82
95709	02/26/2026	Open			Accounts Payable	CIVICPLUS, LLC	Professional Services - Clerk - Website, Agenda and Advisory Member Management Services	\$711.11
95710	02/26/2026	Open			Accounts Payable	COMCAST	UTILITIES - COMCAST BUSINESS INTERNET	\$4,005.00
95711	02/26/2026	Open			Accounts Payable	CONTRA COSTA MAYORS CONFERENCE	Training or Conferences - ANNUAL ASSESSMENT FOR MAYORS CONFERENCE	\$2,844.00
95712	02/26/2026	Open			Accounts Payable	EAST BAY SANITARY CO. INC.	Services - General - Street Sweeping FY26	\$9,448.14

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95713	02/26/2026	Open			Accounts Payable	EBMUD	UTILITIES - FY 25-26 UTILITIES ALLOCATIONS - EBMUD	\$3,763.03
95714	02/26/2026	Open			Accounts Payable	EMPLOYMENT RISK MANAGEMENT AUTHORITY	Professional Services - DOLLAR ONE BILLING FOR CLAIMS Q2 2026	\$10,595.00
95715	02/26/2026	Open			Accounts Payable	EXCEL BALER LLC	Services - General - BALER REPAIR PARTS - MATOR + DRIVE BELTS	\$956.68
95716	02/26/2026	Open			Accounts Payable	FLEET MANAGEMENTHOLDINGS, LLC	VEHICLE & FLEET MTNCE/REPAIRS - Fleet Maint. - Recycling Trucks and Heavy Equip. FY25-26	\$7,511.94
95717	02/26/2026	Open			Accounts Payable	GOLDEN BEAR TRANSFER STATION	Services - General - STREET SWEEP SPOILS ON 2/9/26	\$544.38
95718	02/26/2026	Open			Accounts Payable	J & O'S COMMERCIAL TIRE CENTER	Services - General - BACKHOE FLAT TIRE REPAIR	\$3,138.28
95719	02/26/2026	Open			Accounts Payable	KI RESEARCH INSTITUTE	Professional Services - AIKIDO JAN 2026	\$378.00
95720	02/26/2026	Open			Accounts Payable	NAPA RECYCLING & WASTE SERVICES, LLC	Services - General - Comingled Recyclable Materials Processing Services FY26	\$17,662.70
95721	02/26/2026	Open			Accounts Payable	PASTIME HARDWARE	Supplies - CORP YARD OPERATING SUPPLIES SCREWS	\$74.92
95722	02/26/2026	Open			Accounts Payable	PECKHAM & MCKENNEY	Professional Services - Consulting Services - Community Development Director	\$9,333.33
95723	02/26/2026	Open			Accounts Payable	PLAZA AUTO SERVICE INC	VEHICLE & FLEET MTNCE/REPAIRS - Fleet Maint. - PW Trucks and Passenger Vehicles FY25-26	\$548.56
95724	02/26/2026	Open			Accounts Payable	REDWOOD PUBLIC LAW, LLP	LEGAL SERVICES - FY26 Legal Services	\$33,145.90
95725	02/26/2026	Open			Accounts Payable	RILE, KATHRYN	Professional Services	\$945.00
95726	02/26/2026	Open			Accounts Payable	RINGCENTRAL, INC.	Services - General - VOLP PHONE SERVICE FOR CITY STAFFS	\$4,805.58
95727	02/26/2026	Open			Accounts Payable	Source Technologies, Inc.	Supplies - GENERAL OFFICE SUPPLIES FOR FD	\$198.45
95728	02/26/2026	Open			Accounts Payable	SSP DATA PRODUCTS	Supplies - five sets of water leak detection	\$554.18
95729	02/26/2026	Open			Accounts Payable	SWINERTON MANAGEMENT & CONSULTING	Professional Services - Swim Center Competition Pool Project	\$27,815.00
95730	02/26/2026	Open			Accounts Payable	Total Industries	VEHICLE & FLEET MTNCE/REPAIRS - Forklift and RERC Equip Maint FY25-26	\$1,196.38
95731	02/26/2026	Open			Accounts Payable	TRB AND ASSOCIATES, INC.	Professional Services - On-Call Building Services Arch/Engineering Plan Review	\$41,666.05
95732	02/26/2026	Open			Accounts Payable	VERIZON WIRELESS	UTILITIES - WIRELESS PHONE BILL 12/20/25-1/19/26	\$10,514.49
95733	02/26/2026	Open			Accounts Payable	HERNANDEZ, BRYAN	Employee Expense Reimbursement - REFUND FOR PURCHASE OF SAFETY GLASSES	\$179.00
95734	02/26/2026	Open			Accounts Payable	ALEXANDER, MATHEW	REFUND - GENERAL - REFUND FOR DOUBLE PMT MEDICAL PREMIUM FEB 2026	\$1,555.80
Type Check Totals:					258 Transactions			\$1,701,060.15
EFT								
3618	02/06/2026	Open			Accounts Payable	California State Disbursement Unit	Payroll Deduction	\$2,509.38
3619	02/06/2026	Open			Accounts Payable	EDD - PAYROLL TAX DEPOSIT	Personnel - 02/06/2026 Tax CA Tax	\$45,955.79
3620	02/06/2026	Open			Accounts Payable	IRS	Personnel - 02/06/2026 Tax Fed Tax	\$184,160.29
3621	02/06/2026	Open			Accounts Payable	MissionSquare (name chg 03-2021 formerly ICMA)	Personnel - 02/06/2026 Benefit Deferred Comp - 457 Plan	\$69,779.97
3622	02/06/2026	Open			Accounts Payable	P E R S	Personnel - 02/06/2026 Benefit PERS Fire 13.54% -Tier 2	\$215,136.23
3623	02/09/2026	Open			Accounts Payable	EDD - PAYROLL TAX DEPOSIT	Personnel - 02/06/2026 Tax CA Tax	\$9.36
3624	02/06/2026	Open			Accounts Payable	IRS	Personnel - 02/06/2026 Tax Fed Tax	\$918.09
3625	02/09/2026	Open			Accounts Payable	P E R S	Personnel - 02/06/2026 Benefit PERS Fire 13.54% -Tier 2	\$7,397.39
3626	02/11/2026	Open			Accounts Payable	P E R S	Personnel - 12/11/2025 Benefit PERS Misc-Employer	\$2,959.48
3627	02/20/2026	Open			Accounts Payable	California State Disbursement Unit	Payroll Deduction	\$2,509.38
3628	02/20/2026	Open			Accounts Payable	EDD - PAYROLL TAX DEPOSIT	Personnel - 02/20/2026 Tax CA Tax	\$41,891.90
3629	02/20/2026	Open			Accounts Payable	IRS	Personnel - 02/20/2026 Tax Fed Tax	\$175,123.16
3630	02/20/2026	Open			Accounts Payable	MissionSquare (name chg 03-2021 formerly ICMA)	Personnel - 02/20/2026 Benefit Deferred Comp - 457 Plan	\$67,628.52
3631	02/20/2026	Open			Accounts Payable	P E R S	Personnel - 02/20/2026 Benefit PERS COUNCIL-PEPRA	\$210,122.08
3632	02/23/2026	Open			Accounts Payable	EDD - PAYROLL TAX DEPOSIT	Personnel - 02/23/2026 Tax CA Tax	\$1,850.52
3633	02/23/2026	Open			Accounts Payable	IRS	Personnel - 02/23/2026 Tax Fed Tax	\$6,384.50
3634	02/20/2026	Open			Accounts Payable	EDD - PAYROLL TAX DEPOSIT	Personnel - 02/20/2026 Tax CA Tax	\$9.36
3635	02/20/2026	Open			Accounts Payable	IRS	Personnel - 02/20/2026 Tax Fed Tax	\$912.95
3636	02/24/2026	Open			Accounts Payable	P E R S	Personnel - 02/20/2026 Benefit PERS Fire 13.54% -Tier 2	\$7,288.04
3637	02/20/2026	Open			Accounts Payable	PG&E	UTILITIES - FY 25-26 UTILITIES ALLOCATIONS - PG&E	\$24,155.99
3638	02/20/2026	Open			Accounts Payable	PG&E	UTILITIES - FY 25-26 UTILITIES ALLOCATIONS - PG&E	\$39,210.34
3639	02/06/2026	Open			Accounts Payable	PITNEY BOWES PURCHASE POWER	Supplies - PURCHASE POWER PASTAGE CL PYMT JAN 2026	\$500.00
3640	02/25/2026	Open			Accounts Payable	PG&E	UTILITIES - FY 25-26 UTILITIES ALLOCATIONS - PG&E	\$28.42
3641	02/25/2026	Open			Accounts Payable	PG&E	UTILITIES - FY 25-26 UTILITIES ALLOCATIONS - PG&E	\$70.11
3642	02/26/2026	Open			Accounts Payable	STRYKER CORPORATION	LEASE - STRYKER EQUIPMENT/ SVC LEASE AGRMNT FEB 2026	\$6,308.59
3643	02/26/2026	Open			Accounts Payable	KS STATEBANK	VEHICLE & FLEET MTNCE/REPAIRS - 2023 CHEVROLET TAHOE SPECIAL SVC VEHICLES WITH UPFITTING FEB 26	\$4,907.41
3644	02/26/2026	Open			Accounts Payable	SUTTER HEALTH PLUS	Personnel - SUTTER HEALTH PLAN - MAR 2026 PAYMENT	\$33,185.50
3645	02/28/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	FEES - MERCHANT FEE EXPENSE - JAN2026	\$969.49
3646	02/28/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	FEES - MERCHANT FEE EXPENSE - JAN2026	\$57.29
3647	02/28/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	FEES - MERCHANT FEE EXPENSE - JAN2026	\$680.61
3648	02/28/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	FEES - MERCHANT FEE EXPENSE - JAN2026	\$110.36
3649	02/28/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	FEES - MERCHANT FEE EXPENSE - JAN2026	\$692.86
3650	02/28/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	FEES - MERCHANT FEE EXPENSE - JAN2026	\$38.38
3651	02/28/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	FEES - MERCHANT FEE EXPENSE - JAN2026	\$38.37
3652	02/28/2026	Open			Accounts Payable	FIRST DATA MERCHANT SERVICES INC	FEES - MERCHANT FEE EXPENSE - JAN2026	\$38.40
3653	02/28/2026	Open			Accounts Payable	AMEX/AMERICAN EXPRESS	FEES - MERCHANT FEE EXPENSE - JAN2026	\$80.71

City of El Cerrito

Payment Register

From Payment Date: 2/1/2026 - To Payment Date: 2/28/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
3654	02/28/2026	Open			Accounts Payable	CLOVER	FEES - MERCHANT FEE EXPENSE - JAN2026	\$23.90
3655	02/28/2026	Open			Accounts Payable	AUTHORIZE.NET	FEES - MERCHANT FEE EXPENSE - JAN2026	\$35.20
3656	02/28/2026	Open			Accounts Payable	AUTHORIZE.NET	FEES - MERCHANT FEE EXPENSE - JAN2026	\$20.00
3657	02/28/2026	Open			Accounts Payable	CARDCONNECT	FEES - MERCHANT FEE EXPENSE - JAN2026	\$7,625.32
3658	02/28/2026	Open			Accounts Payable	CARDCONNECT	FEES - MERCHANT FEE EXPENSE - JAN2026	\$1,504.65
3659	02/28/2026	Open			Accounts Payable	CARDCONNECT	FEES - MERCHANT FEE EXPENSE - JAN2026	\$5,339.37
3660	02/28/2026	Open			Accounts Payable	MECHANICS BANK	FEES - MERCHANT FEE EXPENSE - JAN2026	\$254.87
3661	02/27/2026	Open			Accounts Payable	IRS	Personnel - 02/20/2026 Tax Fed Tax	\$109.11
3662	02/26/2026	Open			Accounts Payable	P E R S	Personnel - 02/20/2026 Benefit PERS Public Safety-Fire	\$678.76
Type EFT Totals:					45 Transactions			\$1,169,210.40

ACCOUNTS PAYABLE

All	Status	Count	Transaction Amount
	Open	302	\$2,869,423.55
	Reconciled	0	\$0.00
	Voided	1	\$847.00
	Stopped	0	\$0.00
	Total	303	\$2,870,270.55

PAYROLL

All	Status	Count	Transaction Amount
	Open	51	\$34,111.47
	Reconciled	623	\$1,220,931.57
	Voided	0	\$0.00
	Stopped	0	\$0.00
	Total	674	\$1,255,043.04

GRAND TOTAL

Total	977	\$4,125,313.59
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AGENDA BILL

Agenda Item No. 6.D.

Date: March 17, 2026
To: El Cerrito City Council
From: Diego Romero, Associate Planner; Sean Moss, Planning Manager,
Community Development Department
Subject: General Plan Annual Progress Report

ACTION PROPOSED

Receive and file the 2025 Annual Progress Report on the General Plan and Housing Element.

BACKGROUND

Government Code Section 65400(b) requires that an annual General Plan progress report be provided to the local legislative body, the Governor's Office of Land Use and Climate Innovation (LCI), and the Department of Housing and Community Development (HCD). The purpose of the report is to discuss the City's progress in implementing the General Plan, meeting its share of regional housing needs, and removing governmental constraints to the maintenance, improvement and development of housing.

ANALYSIS

The attached report covers the period from January 1, 2025 to December 31, 2025, and reports on the City of El Cerrito's progress toward achieving each policy identified in the General Plan. The Housing Element is one of the seven required elements, or topics, of the General Plan. HCD provides specific tables for jurisdictions to use for reporting on the progress of Housing Element implementation. The 2025 Housing Element Progress Report is included as Attachment 2.

On March 4, 2026, the Planning Commission reviewed the 2025 Annual Progress Report and recommended that the City Council receive and file it. After the City Council's review, the report will be forwarded to LCI and HCD.

The following two sections highlight important achievements of the City that are detailed in the reports with respect to implementation of the General Plan and the Housing Element.

General Plan Highlights

In 2025, the City adopted an update of the Safety Element of the General Plan. The Safety Element identifies natural and human-caused hazards that may result in personal injury, loss of life, property damage, or environmental damage. The Element contains policies intended to address the risks of these hazards.

In 2025, the City adopted the Hillside Natural Area Fire Resilience and Forest Conservation Management Plan. The Hillside Natural Area (HNA) is the largest open space in El Cerrito (107 acres) and is popular with residents and visitors for its recreational opportunities, scenic vistas, and natural landscape. Over the last few years, community concerns regarding fire risk in the HNA and surrounding communities have significantly increased. The purpose of the Plan is to guide the City's fire fuel reduction, native forest conservation, and maintenance activities. The Plan includes the most effective, sustainable, and cost-effective activities to reduce fuels for wildfires and conserve the forest ecosystem. This Plan also evaluated the fire road and trail network and proposes suggestions for access improvements.

The City conducted public outreach and engagement and design for the Richmond Street Complete Streets Project, which aims to provide safe and accessible multimodal connections between El Cerrito's residential neighborhoods; the El Cerrito del Norte BART station; the El Cerrito Plaza BART Stations and TOD; schools; civic and recreational destinations; commercial districts; and the City's San Pablo Avenue Priority Development Area.

City staff launched development of the Parking Management Action Plan (PMAP) in 2024. The PMAP will create a program that effectively manages street parking around the City's BART stations to provide convenient parking for various user groups as the surface parking lots at the El Cerrito Plaza BART station have been approved for transit oriented development. In 2025, to further the PMAP, the City collected parking data and completed an existing conditions report for the areas around the BART stations and along the San Pablo Avenue corridor, where new residential development and business activity is expected to increase on-street parking demand in the future. City staff anticipate presenting parking regulation concepts to the public and City Council for discussion and feedback starting in Summer 2026.

Housing Element Highlights

In 2025, the City completed several efforts to address the current and projected housing needs of the El Cerrito community. Some of these key initiatives are described further below. While this list is not exhaustive, it is intended to focus on implementation efforts that will advance through the 6th Cycle Housing Element between 2023-31. The 6th Cycle Housing Element was adopted by the City Council on August 15, 2023, and certified by the Department of Housing and Community Development on August 22, 2023.

In 2025, the City approved the building permit application for the first phase of the El Cerrito Plaza TOD project (Parcel A South). This below-market-rate building commenced construction in November 2025. The project will deliver 70 units of affordable housing adjacent to the El Cerrito Plaza BART Station.

The City also continued performing inspections on the 69-unit Elora affordable residential development adjacent to the El Cerrito del Norte BART Station. This building is expected to be ready for occupancy spring 2026.

In 2025, City staff partnered with Related California to submit a grant application to the State's Affordable Housing and Sustainable Communities (AHSC) program to help finance one of the six buildings approved in the El Cerrito Plaza BART Station Transit Oriented Development (Parcel C-East) and \$3.5 million for active transportation infrastructure. Despite scoring very competitively, this project was not awarded the grant.

In 2025, the City authorized a contract with Contra Costa Health, Housing and Homeless Services for the Coordinated Outreach Referral Engagement (CORE) Program. CORE works on the frontline providing homeless outreach services to the El Cerrito community. In addition, the City amended its funding allocation to the Housing Security Fund from \$15K to \$25K annually to cover gaps in services for persons who are currently experiencing or at imminent risk of homelessness for the purpose of rapidly housing or diverting persons from homelessness and the emergency shelter system.

In 2025, the City received a grant from the Metropolitan Transportation Commission for implementation of the Transit Oriented Communities (TOC) program. The scope of work for this grant application includes efforts to comply with the TOC program by increasing the minimum and maximum allowable density of undeveloped residentially zoned properties within a half mile of the El Cerrito Plaza BART Station and of the El Cerrito del Norte BART Station. Work on this grant will commence in 2026.

In 2025, City staff hired a consultant to help draft comprehensive zoning amendments that will help fulfill multiple Housing Element Programs. City staff anticipate that the City Council will adopt these zoning amendments in 2026.

Senate Bill 341

As a result of the dissolution of California redevelopment agencies on February 1, 2012, the City Council elected to serve as the Housing Successor Agency, which is the entity that accepted the housing assets and liabilities of the former El Cerrito Redevelopment Agency. SB341 requires the City, as the Housing Successor Agency, to report on how the funds in the Low- and Moderate-Income Housing Asset Fund (LMIHAF) are spent each fiscal year. This report must be sent to the Housing Successor Board members (designated as the City Council), posted to the City's website, and attached as an addendum to the Annual Progress Report that the City submits to the California Department of Housing and Community Development annually. SB341 for Fiscal Year 2024-2025 was prepared using the audited financial information contained in the City's Annual Comprehensive Financial Report (CAFR). As of June 30, 2025, the balance in the LMIHAF was \$6,960,307 of which \$105,410 is available, as detailed in Attachment 3.

STRATEGIC PLAN CONSIDERATIONS

This action supports the [City's Strategic Plan Goal\(s\)](#) of:

- *High Performing Organization; and*
- *Community Safety; and*
- *Livability and Belonging; and*
- *Infrastructure and Amenities; and*
- *Environmental Sustainability.*

ENVIRONMENTAL CONSIDERATIONS

Preparation and submission of this report is not a project pursuant to the California Environmental Quality Act and is therefore not subject to environmental review. All required environmental review of projects identified in the report will be conducted prior to commencing each project.

Further, many of the plans, programs and actions highlighted in the Annual Progress Report advance the City's environmental policies.

FINANCIAL CONSIDERATIONS

Expenditures for projects and efforts identified in these reports are evaluated on an ongoing basis through the City's budget process.

LEGAL CONSIDERATIONS

The City Attorney has reviewed this agenda bill and the attached reports.

Reviewed by:

A handwritten signature in blue ink, appearing to read 'Karen Pinkos', is written over a light blue rectangular background.

Karen Pinkos, City Manager

Attachments:

1. Annual General Plan Progress Report 2025
2. Housing Element Annual Progress Report 2025
3. SB341 Report 2024-2025



Annual Progress Report on the General Plan 2025

March 2026

City of El Cerrito
Community Development Department
10890 San Pablo Avenue
El Cerrito, CA 94530

INTRODUCTION

As required by Government Code Section 65400, each local jurisdiction (city council or board of supervisors) must submit an annual progress report to the Governor's Office of Land Use and Climate Innovation (LCI), and the Department of Housing and Community Development (HCD) on the implementation status of the jurisdiction's *General Plan*. The annual report must also include discussion on the City's progress in providing its required share of affordable housing pursuant to Government Code Section 65584 and its efforts to remove governmental constraints for the maintenance, improvement and development of affordable housing per Section 65583.c(3) of the California Government Code.

Each jurisdiction's Annual Progress Report (APR) must be submitted to HCD and LCI by April 1 of each year, covering the previous calendar year. This General Plan Annual Progress Report covers the period from January 1, 2025 to December 31, 2025.

The purpose for the APR is to assess how the *General Plan* is being implemented in accordance with adopted goals, policies and implementation measures; identify any necessary adjustments or modifications to the *General Plan* as a means to improve local implementation; provide a clear correlation between land use decisions that have been made during the 12-month reporting period and the goals, policies and implementation measures contained in the *General Plan*; and, to provide information regarding local agency progress in meeting its share of regional housing needs.

The City's current *Strategic Plan* (2024-2029) identifies updating the *General Plan* to reflect and address current community needs as strategy within the goal of *Livability and Belonging*. The current *General Plan* was adopted in 1999. The prior *General Plan* was adopted in 1975.

BACKGROUND

On August 30, 1999, the El Cerrito City Council adopted the City's current *General Plan* (*Resolution 99-66*). The *General Plan* contains four chapters: Community Development and Design, Transportation and Circulation, Public Facilities and Services, and Resources and Hazards. State-required topic areas, known as "elements," (land use, circulation, conservation, open space, and noise) as well as one county-required element (growth management) are contained within these chapters. The State allows the combining of elements or the addition of new elements as long as the required elements are present. The Housing Element and the Safety Element, which have been updated most recently, are now separate, stand-alone components of the General Plan.

The *General Plan* is intended to be a blueprint for meeting the City's long-term vision of the future consistent with state law. The process of preparing the *General Plan* took place in 1998 and 1999 as the City embarked on a program to bring its 1975 General Plan up to date so that it could better meet future challenges. The 1998 process resulted in the following ten key principles designed to improve the quality of development and the long-term fiscal health of the City so that it can remain an attractive place to live and work:

1. No major changes in land-use patterns are expected to occur.
2. Emphasis will be on quality of development.
3. Incentives, if used, will have clear criteria and limits.

4. Emphasis will be on impacts of development, not on the type of development itself.
5. Increased residential development, where allowed, must be done with care in order to enhance neighborhoods.
6. New development in the San Pablo Avenue Corridor will be encouraged to take place in mixed-use activity centers that may extend up selected perpendicular streets in order to allow a more pedestrian friendly environment.
7. The preservation and enhancement of natural features – trees, creeks, natural open space areas – and historical features will be a high priority for the City.
8. The City should have distinct destination areas, including commercial areas, a civic center and community meeting places.
9. Development should contribute to the fiscal health of the City while minimizing adverse impacts.
10. Access should be improved by balancing automobile use with improved transit, bicycle, and pedestrian opportunities.

The *General Plan* sets forth the City's policies regarding the types and locations of future land uses and activities. It describes the desired character and quality of development as well as the process for how development should proceed.

While the *General Plan* can address many City issues, factors beyond El Cerrito's control have significant influence over its land use and development patterns, including the following:

- Market forces play a determining role in what types of uses are economically feasible and, therefore, built.
- Land use and transportation decisions in other cities and counties, and by state and regional agencies, affect El Cerrito.
- Our system of property rights places certain limitations on what cities can do in prescribing or restricting future land uses.
- California environmental law requires that a city to evaluate the potential environmental impacts of new development and mitigate those impacts, as achievable.
- State laws that require the City to allow for a minimum level of housing development and that limit the ability to restrict development or impose certain requirements.

Thus, in creating the current (1999) *General Plan*, El Cerrito went through a process that ascertained the community's values for future land uses and activities, and balanced these values with market factors, city revenues, environmental constraints, and private property rights. When funding is identified, an updated *General Plan* will aim to understand how these values and factors have changed over time and become a blueprint for the next approximately twenty years.

The City's General Plan reflects the aspirations and values of El Cerrito residents, business owners and their elected representatives. The City Council, Planning Commission and staff use the Plan in considering land use and planning-related decisions.

City staff uses the Plan on a day-to-day basis to administer and regulate land use and development activity. Citizens can use the Plan to understand the City's approach to regulating development, protecting resources, and upholding community values.

In order to continue to make progress on the principles listed above regarding the San Pablo Avenue Corridor, the City Council adopted the *San Pablo Avenue Specific Plan, Complete Streets Plan, and a General Plan amendment* in 2014 and updated the *San Pablo Avenue Specific Plan* in 2022. The Specific Plan required an amendment to the *General Plan*. Consistent with the policies of the *General Plan*, the *San Pablo Avenue Specific Plan* articulates a vision for the future of San Pablo Avenue, identified improvements, and adopted context-sensitive regulations for the San Pablo corridor. The Plan created a framework for transforming the Avenue into a multimodal corridor that functions, not just as a thoroughfare, but as a place that provides a multitude of opportunities for living, working and community life. The Specific Plan and associated documents are the most significant amendments that have occurred since the General Plan's 1999 adoption. Also, as shown in the tables below, the Housing Element is regularly updated pursuant to State law, and the Safety Element, similarly, is currently being updated.

GENERAL PLAN ADOPTION AND AMENDMENTS

1. Adoption Dates of Mandatory General Plan Elements

General Plan Element	Latest Adoption
Land Use	1999
Circulation	1999
Housing	2023
Open Space	1999
Conservation	1999
Safety	2025
Noise	1999

2. List of General Plan Amendments

- 2013 Growth Management Element Update (Required by Contra Costa County Measure J-2004; Resolution 2013-06).
- 2014 amendments to enable adoption of the *San Pablo Avenue Specific Plan*, including amendments to *Chapter 2: Strategic Approach*, *Chapter 4: Community Development and Design*, *Chapter 5: Transportation and Circulation* and amendments to the General Plan land use map (Resolution 2014-51).
- 2022 amendment to the General Plan land use map to enable the adoption of the San Pablo Avenue Specific Plan update (Resolution 2022-91).
- 2023-2031 Housing Element (Required by State Housing Element Law [Government Code Sections 65580-65589]; Resolution 2023-64).

GENERAL PLAN UPDATES

Safety Element

In accordance with various state laws, including SB 1035 and SB 379, which require that the *Safety Element* be updated every eight years. In 2025 the City Council adopted an updated *Safety Element*.

Overall General Plan Update

The City's Strategic Plan (2024-2029) states that updating the *General Plan* to reflect and address current community values is a priority. Funding for a *General Plan* update has not yet been identified.

GENERAL PLAN IMPLEMENTATION

Chapter 4: Community Development and Design

Land Use

Goal LU1: A high-quality residential character within El Cerrito.

The City continued to implement the 2008 Zoning Ordinance and the *San Pablo Avenue Specific Plan*, which promote a high-quality of development. In 2025, the City issued 1,312 building permits, took in 1,533 building permit applications, conducted 5,860 building inspections, and 169 rental housing inspections. It also reviewed 92 planning entitlements.

Goal LU2: A land use pattern and mix of uses that contribute to the financial health and stability of the community.

The City continued to implement the *San Pablo Avenue Specific Plan* and processed several land use applications in the Specific Plan area that represented a range of land uses. The City processed eight Tier I Design Review applications that improved the façades, added signs and generally improved storefronts of new and existing businesses. In 2025, one new application (11965 San Pablo Ave.) was submitted to the City for a new multifamily development project, which proposes 154 new below market rate dwelling units.

New developments often entail a transfer of property and are reassessed both at transfer and upon development (if an exemption does not apply, such as for Affordable Housing.) New development also provides opportunities for new businesses (for properties containing commercial, live-work space or home occupations) and new customers and pedestrian-traffic for existing commercial properties and businesses.

Goal LU3: A development pattern that enhances a strong sense of community.

Implementation of the *San Pablo Avenue Specific Plan* continued to move forward, albeit at a slower pace than hoped for due to market forces. New applications slowed, several entitled projects have not moved forward to submit building permit applications, and several in the building permit review phase have not proceeded to pull permits.

In 2025, the City approved a Design Review application construct a new two-story duplex and a new single-story primary residential unit at 1735 Liberty Street and also received

one design review application for a proposed new multifamily residential building pursuant to the City's streamlined review process in the San Pablo Avenue Specific Plan.

In 2024, the City approved the Master Plan for the El Cerrito Plaza BART Station Transit Oriented Development (TOD). The El Cerrito Plaza TOD project proposes a total of 743 new residential units, 47% of which will be below market rate units, approximately 2,100 square-feet of commercial ground-floor retail, 446 automobile parking spaces, an approximately 0.5-acre community open space plaza along Fairmount Avenue, and connectivity improvements to the existing Ohlone Greenway for pedestrians and bicyclists of all ability levels. This project includes the potential for a new City Library which would help enhance the sense of place of the downtown node. In addition, the vision of the master plan is to create a mixed-income, mixed-use transit-oriented community that serves as a central downtown node for existing and future residents, patrons, businesses, customers, commuters, and visitors. In 2025, the City approved the building permit application for at the first phase of the El Cerrito Plaza TOD project (Parcel A South). This 70-unit below market rate building commenced construction in November 2025.

Goal LU4: A safe, attractive, and interesting community

The City continued to implement community policing to promote public safety.

Building projects within the City, both large and small, were subject to a vigorous review and inspection process.

The City's Arts and Culture Commission continued to promote efforts to support public art in the community, including approving the incorporation of public art at a improved pedestrian crossing as part of the El Cerrito del Norte TOD Complete Streets Improvement Project.

New development participates in the City's 1% for Art program, by either contributing to the City's public art fund or installing art on site. New art installations have recently been completed at the Mayfair project facing the del Norte BART station and a on the facade of a freeway facing self storage facility. A new preschool will also be installing art on site.

Goal LU5: A land use pattern and types of development that support alternatives for the movement of people, goods, and ideas.

The City continued implementation of the *San Pablo Avenue Specific Plan* which promotes development in transit rich areas that contributes to walkability and transit use. The City's Transportation Impact Fee (TIF), which was adopted in 2019 (see discussion under Goal GM4) applies to new development and contributes funding and leverages outside funding toward building and improving the City's bicycle and pedestrian network.

The City continuously seeks funding and develops projects for improvements identified in the *Specific Plan* and *Active Transportation Plan*, which promotes transportation modes that are alternatives to the automobile. Numerous Active Transportation Plan projects are being pursued in conjunction with the El Cerrito Plaza TOD discussed above. Additionally, the El Cerrito del Norte TOD Complete Streets Improvement Project, which implements key elements of both the *Specific Plan* and *Active Transportation Plan*, with completion is scheduled in early 2026.

This project is intended to support and catalyze Transit Oriented Development (TOD) and create a safe and comfortable environment that balances the needs of all street users, to improve pedestrian and bicyclist safety and access to housing and the El Cerrito del Norte BART Station, to encourage mode-shift to walking, biking and taking transit, and to support economic development in Uptown El Cerrito by creating a “sense of place”.

The City conducted public outreach and engagement and design for the Richmond Street Complete Streets Project, which aims to provide safe and accessible multimodal connections between El Cerrito’s residential neighborhoods to the El Cerrito del Norte and El Cerrito Plaza BART Stations and TOD, schools, civic and recreational destinations, commercial districts, and the City’s San Pablo Avenue Priority Development Area.

Goal LU6: Development patterns that promote energy efficiency, conservation of natural resources, and use of renewable rather than nonrenewable resources.

The City continued to implement the Zoning Ordinance, adopted in 2008, and the *San Pablo Avenue Specific Plan*, adopted in 2014, and updated in 2022. The Specific Plan puts a focus on more intense development within the Plan area and specifically near the City’s two BART stations. By focusing development near existing public transportation infrastructure, the *San Pablo Avenue Specific Plan* aims to fulfill goals of the City’s *Climate Action and Adaptation Plan (CAAP)* by facilitating mode shift, reducing per capita dependence on automobile trips and increasing public transportation, bicycle, and pedestrian trips.

In 2024, the City adopted the updated *Climate Action and Adaptation Plan* to achieve more ambitious targets, with the citywide goal of achieving carbon neutrality by 2045. The CAAP includes strategies and actions to reduce greenhouse gas emissions, increase resilience and prepare for climate impacts. The CAAP identifies encouraging higher-density, transit-oriented development and improving pedestrian and bicycle infrastructure to reduce overall vehicle miles traveled, and resource conservation measures to achieve greater energy and water efficiency as methods to achieve the City’s greenhouse gas reduction targets. The City also continued to monitor and evaluate energy use in the organization’s operations to identify opportunities to reduce usage, greenhouse gas emissions, and costs. The City continues to have a contract to procure renewable diesel fuel for City vehicles. This program estimates a 65-75% reduction in CO₂ emissions in addition to reductions in fine particles, nitrogen oxides, hydrocarbons, carbon monoxide, and polyaromatic hydrocarbons as compared to petroleum-based diesel.

The City continued to implement the *California Green Building Standards Code*, which requires high levels of energy efficiency in new construction.

In 2025, the City continued to implement a property transfer tax which includes a rebate program for qualifying energy conservation, water conservation, and seismic upgrades. In 2025, 24 properties utilized this rebate.

As discussed above, the City previously approved the master plan for the El Cerrito Plaza TOD project, which proposes to add 743 total units (including 53% market rate & 47% below market rate units) adjacent to a major transit station, providing sustainable

transportation options for new residents consistent with the City's climate action goals. This project also proposes the following sustainable initiatives:

- Each building within the TOD will be fully electric with no connections to natural gas or installation of gas appliances to reduce long-term reliance on fossil fuels.
- The affordable housing buildings will seek a minimum GreenPoint Rating Gold certification. This includes exceeding the applicable California Energy Code efficiency requirements, WaterSense plumbing fixtures, and reducing waste during construction and once operational.
- A new public bike station with storage capacity up to approximately 275 bikes of varying sizes to accommodate users of various mobility levels.
- A series of east-west protected bike lanes connecting the San Pablo Avenue commercial corridor to the eastern residential neighborhoods.

Community Design

Goal CD1: A city organized and designed with an overall attractive, positive image and "sense of place."

The City continued to implement the *San Pablo Avenue Specific Plan* which promotes high-quality development along San Pablo Avenue in order to promote vibrant public spaces and enhance the sense of place. The *Specific Plan* requires the provision of publicly accessible open space in larger projects, or payment of an in-lieu fee for the City to invest in open space. Development of new open spaces along San Pablo Avenue will further enhance the attractiveness and sense of place along the City's primary mixed use corridor.

The El Cerrito Plaza TOD project proposes approximately 22,000 square feet of new public open space area which primarily consists of a proposed new 20,700 square foot public plaza immediately adjacent to a potential 20,000 square foot public library. The proposed plaza and potential library present an opportunity to have a 21st century library with a full complement of contemporary services that would serve as a destination and anchor El Cerrito's downtown, in proximity to other amenities and services. The City's *Strategic Plan* identifies creating a downtown community hub anchored by the Plaza Transit Oriented Development and a new library as a key strategy supporting the *Strategic Plan* goal of Livability and Belonging.

Goal CD2: A city with attractive, safe, and functional streets, parking areas, and pedestrian walkways.

In 2025, the City continued to implement the *San Pablo Avenue Specific Plan*, *Complete Streets Policy*, and *Active Transportation Plan along with the more recently adopted Climate Action and Adaption Plan*. These plans and policies provide a blueprint for continuing the City's investment in improving safety and providing facilities and infrastructure for bicyclists and pedestrians, based on the changing demands and standards as well as the current goals of the City.

The City has also continued implementation of the *Green Infrastructure Plan*, approved by the El Cerrito City Council in 2019, to add low-impact development (LID) stormwater

facilities to public spaces while making streets more attractive through the addition of landscaping and water features.

As noted above, the El Cerrito del Norte TOD Complete Streets Improvement Project, which implements key elements of both the *Specific Plan* and *Active Transportation Plan*, began construction in March 2024 with completion scheduled in early 2026. Improvements to be constructed as part of the project consist of enhanced and new protected crosswalks, new bikeways, bus boarding islands, circulation improvements, and various streetscape enhancements.

The City conducted public outreach and engagement and design for the Richmond Street Complete Streets Project, which aims to provide safe and accessible multimodal connections between El Cerrito's residential neighborhoods to the El Cerrito del Norte BART Station, the El Cerrito Plaza BART Station and El Cerrito Plaza TOD project, schools, civic and recreational destinations, commercial districts, and the City's San Pablo Avenue Priority Development Area.

Goal CD3: A city with attractive landscaping of public and private properties, open space, and public gathering spaces.

The Design Review Board continued to review new landscaping plans on private properties within the *San Pablo Avenue Specific Plan* area. The *Specific Plan* continued to require the provision of publicly accessible, privately maintained open space or the payment of an in-lieu fee to create new open spaces and enhance existing open spaces.

As mentioned previously the El Cerrito Plaza TOD project proposes approximately 22,000 square feet of new public open space area which primarily consists of a proposed new 20,700 square foot public plaza. The plaza would function as a park and include paved gathering space, possible play areas, and stormwater treatment planters, along with a variety of benches, pathways, trees and landscaping. The potential public library also presents the opportunity to offer both expanded and new programs including adult, teen and children's areas, multipurpose rooms, community meeting spaces, enhanced services and technologies, and emergency response capabilities such as providing clean air, warming, cooling, and electronics charging in the event of extreme weather and other emergencies.

Goal CD4: Well designed buildings that are compatible with their surroundings.

The City continued to implement the design review process pursuant to the Zoning Ordinance and the *San Pablo Avenue Specific Plan* to ensure that new development is well-designed.

Goal CD5: A design process that achieves design objectives while being efficient and allowing for flexibility.

The City continued to utilize the design review process to achieve the *General Plan* goals above. Design review in the City of El Cerrito is intended to encourage high-quality design, well-crafted and maintained buildings and landscaping, the use of higher-quality building materials, and attention to the design and execution of building details and amenities in both public and private projects. The *San Pablo Avenue Specific Plan's* Tier IV Design

Review process is intended to provide flexibility for projects that do not comply with all development standards in the *Specific Plan* in order to improve feasibility and respond to specific site conditions. Additionally, the *Specific Plan* also allows administrative approval waivers to specified development standards. The *San Pablo Avenue Specific Plan* update, adopted in December 2022 revised and clarified the Tier IV Design Review and waivers processes to improve flexibility.

Goal CD6: An urban form that sustains a vital commercial community to meet the diverse needs of the local and regional population.

The City continued to implement the *San Pablo Avenue Specific Plan*. It encourages mixed use development including ground floor commercial uses in specific commercial nodes, in addition to intensified residential uses along San Pablo Avenue. The plan strives to create a range of residential unit types which will provide diverse housing types along the Avenue. The new residents of these units will help support successful commercial businesses along San Pablo Avenue and contribute to more vitality in the commercial nodes along San Pablo Avenue.

Housing

See attachment for Housing Element annual report.

Growth Management

Goal GM1: A coordinated regional and sub-regional planning system that provides better service and less congestion for residents of El Cerrito.

City staff continued to serve on the West Contra Costa Transportation Commission's (WCCTC) Technical Advisory Committee on planning and funding efforts for regional transportation improvements in Contra Costa County. City staff provided input on various planning studies for the region including: AC Transit's *Realign*, a systemwide evaluation and restructuring of the agency's existing bus service network prompted by the COVID-19 pandemic's effect on travel patterns; and, the next phase of the San Pablo Avenue Multimodal Corridor Study, which will be led by the Contra Costa Transportation Authority (CCTA) and focus on public outreach and engagement around potential Bus Rapid Transit (BRT) and/or other transit priority features on San Pablo Avenue.

The City is collaborating with the CCTA in a Countywide Smart Signals Project to upgrade traffic signal and communication systems at 328 intersections within Contra Costa County, 7 of which are in El Cerrito. Implementation of the planned Intelligent Transportation System (ITS) elements will unify Contra Costa County's signal technology and communication systems to optimize traffic flow. It will provide an interconnected Advanced Traffic Management System (ATMS) with the ability to monitor traffic conditions in real-time, safely and efficiently manage incidents, and share information between agencies and the public.

Caltrans is planning to repave State Route 123 within El Cerrito (San Pablo Avenue between Cutting Blvd. and the Alameda County line and Cutting Boulevard between San Pablo Ave and I-80). In 2025, City staff continued to collaborate with Caltrans staff to

advocate for the inclusion of safety upgrades, consistent with the City's *San Pablo Avenue Specific Plan*.

Goal GM2: Compliance with applicable level of service standards.

The City continued to implement the *San Pablo Avenue Specific Plan* and the *Active Transportation Plan*. The *Specific Plan* adopted new service standards for streets within the plan area. These service standards are in greater compliance with the City's complete streets goals.

City staff collaborated with other public agencies in Contra Costa County on the update to the CCTA Growth Management Program to implement SB743. This state legislation changed CEQA evaluation methods for transportation from level of service (LOS) to vehicle miles traveled (VMT). The CCTA, with input from local and sub-regional agencies, developed a countywide evaluation method and recommended VMT significance criteria. In November 2021, consistent with this guidance, the City adopted VMT thresholds of significance and local criteria for purposes of analyzing transportation impacts under CEQA. The City continues to utilize these thresholds as part of the environmental review process for new development.

Goal GM3: Timely review of projects that are heavy traffic generators.

All development projects processed by the City are evaluated against and comply with applicable service standards. All applications, regardless of traffic generation, are processed in a timely fashion.

Goal GM4: Effective community-wide programs to reduce traffic impacts of new projects.

City staff developed and the City Council adopted the El Cerrito Transportation Impact Fee (TIF) Program in 2019 to ensure new development pays its fair share of the transportation improvements needed to accommodate growth in El Cerrito. The list of potential capital improvements eligible for funding with the TIF is based on prior planning studies completed to support the City's growth and the impact of that growth on the transportation system, as well as to support the City's Climate Action and Active Transportation goals. 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 focus on San Pablo Avenue, the City's primary transportation corridor serving all modes. More specifically, the TIF project list is a selection of projects from the following City-Council adopted plans: *San Pablo Avenue Specific Plan*, *Active Transportation Plan*, and *Ohlone Greenway Master Plan*. To date, the TIF revenues have been used for design and construction of the El Cerrito del Norte Complete Streets Improvement Project.

Goal GM5: An effective system of providing urban services.

The City continued to offer a high-level of services to residents and the City continued to work with other agencies (such as the Stege Sanitary District) to ensure that services are provided effectively.

Chapter 5: Transportation and Circulation

Goal T1: A transportation system that allows safe and efficient travel by a variety of modes and promotes the use of alternatives to the single-occupant vehicle.

In 2025, the City continued implementation of the City Complete Streets Policy and El Cerrito *Active Transportation Plan (ATP)*. The *ATP* provides a blueprint for continuing the City's investment in improving traffic safety and providing facilities and infrastructure for bicyclists and pedestrians, based on the changing demands and standards as well as the current goals of the City.

The City also continued to implement the *San Pablo Avenue Specific Plan*, specifically the Complete Streets component to encourage all modes of transportation and creates opportunities to support mode shift away from auto use and towards transit use, walking and biking.

In 2025, these efforts included developing multi-modal projects in several areas of town as described below.

- El Cerrito del Norte TOD Complete Streets Improvement Project: The City neared completion of the construction of the El Cerrito del Norte TOD Complete Streets Improvements Project, which consists of access, safety and circulation improvements for bicyclists, pedestrians, transit riders, and motorists to support the El Cerrito del Norte BART Station and transit-oriented development in the San Pablo Avenue Uptown district. The project limits span several streets including San Pablo Avenue from Ohlone Greenway near the northern city limit to Potrero Avenue, Eastshore Boulevard from Potrero Avenue to San Pablo Avenue, Hill Street from San Pablo Avenue to Liberty Street, Cutting Boulevard from I-80 to Key Boulevard, and Knott Avenue from San Pablo Avenue to Key Boulevard.
- Richmond Street Complete Streets Project: The City conducted public outreach and engagement and design for the Richmond Street Complete Streets Project. The City previously collaborated with CCTA to secure \$8 million in federal funding. The project will improve safety, connectivity, and comfort for all travel modes along the entire length of Richmond Street to connect El Cerrito's residential neighborhoods, schools, civic and recreational destinations, and commercial districts to BART Stations and Transit Oriented Development. Project elements include high-visibility crosswalk markings, rectangular rapid flashing beacons (RRFBs), safety lighting, and red curb daylighting at intersections to enhance visibility and safety of pedestrians; bikeway improvements; curb bulb-outs, raised intersections, and more street trees to further calm speed of vehicles and beautify the area; and installing curb ramps, replacing non-conforming sidewalks, and rehabilitating the pavement to meet current standards for ADA compliance.
- As part of regional efforts with WCCTC and CCTA, City staff has been participating in the next phase of the San Pablo Avenue Multimodal Corridor Study, which will be led by CCTA and focus on public outreach and engagement around potential Bus Rapid Transit (BRT) and/or other transit priority features on San Pablo Avenue.

In May 2025, the City continued its support of the regional “Bike to Wherever Day” initiative, a regional effort to increase bicycling. In 2025, 377 cyclists were counted either passing or stopping at the City’s “Energizer Station” at El Cerrito Plaza BART Station between the hours of 7:00 a.m. and 9:00 a.m. The City also collaborated with the City of Berkeley, BART, El Cerrito/Richmond Annex Walk and Roll, and Bike East Bay to host a Go Green Mobility Fair to share information regarding how our region is transforming streets into safe spaces that bring neighbors together, improve our air quality, fight climate change and connect our Bay Area communities. Over 20 community organizations were at the event and a range of electric mobility devices including e-bikes, e-scooters, and neighborhood electric vehicles (NEVs) were displayed and available for test rides.

In late 2024, Gig Car Share ended all operations in its remaining market areas, which included the Bay Area and in parts of El Cerrito. Following the end of Gig Car Share’s service, the City partnered with Zipcar to maintain and expand car share access in the City, with a new on-street dedicated car share parking space across from City Hall. This location, combined with Zipcar locations at the El Cerrito Plaza and El Cerrito del Norte BART stations, provides shared vehicle access to the Uptown, Midtown, and Downtown areas along the San Pablo Avenue corridor.

Goal T2: A land use pattern that encourages walking, bicycling, and public transit use.

The City continued to implement the *San Pablo Avenue Specific Plan* which includes a *Complete Streets Plan*. It serves to implement contemporary land use planning strategies near transit and amenities and thereby encourages walking, biking and public transit use. Those strategies include increased residential density, lower parking minimums, a flexible approach to mixed-use development, and complete streets guidelines to accommodate all modes of transportation on San Pablo Avenue specifically prioritizing pedestrians and public transit along this corridor.

In 2025, the City issued a building permit for the first phase of the El Cerrito Plaza TOD project (Parcel A South) which broke ground in November 2025. The overall El Cerrito Plaza TOD project will feature connectivity improvements to the existing Ohlone Greenway for pedestrians and bicyclists of all ability levels. This project will encourage existing and future residents to consider and use alternative modes of transportation. The El Cerrito Plaza TOD project will total of 743 new residential units directly adjacent to the El Cerrito Plaza BART Station which will encourage the future residents to consider using Public Transit.

Also see Goal LU5: A land use pattern and types of development that support alternatives for the movement of people, goods, and ideas.

Goal T3: A transportation system that maintains and improves the livability of the City.

The City continued to implement the *San Pablo Avenue Specific Plan* to transform San Pablo Avenue into a multimodal, livable corridor.

The City also continued to implement the *Urban Greening Plan*, which identifies strategies for creating a greener, more environmentally sustainable and livable city. Key objectives and strategies include Greener Gateways to reinforce community identity and sense of place that improve and highlight natural elements and Green Streets to continue to invest

in making the public right-of-way more sustainable by reducing impervious surfaces, accommodating additional modes of transportation, adding landscaping, and creating streets that are safe, comfortable and attractive for everyone. In 2024, the City submitted a grant application to design & construct improvement near Key & Conlon as identified in the *Urban Greening Plan*.

As discussed previously, in 2025, the City continued construction of the El Cerrito del Norte Complete Streets Improvement Project and conducted community outreach, planning and design of the Richmond Street Complete Streets project. Both projects include safety improvements aimed at improving livability by increasing safety and improving comfort for pedestrians and bicyclists.

Goal T4: A minimum amount of land used for parking and minimal parking intrusion in neighborhoods.

The City continued to implement the *San Pablo Avenue Specific Plan*. The Plan adopted new parking standards for both commercial and residential development. It generally reduced off-street parking requirements within the plan area, while ensuring that adequate parking is provided.

The City also continues to implement Assembly Bill 2097 which prohibits a public agencies from imposing minimum parking requirement on any residential, commercial, or other development project that is located within 1/2 mile of a frequent transit stop.

Additionally, the City continued to implement the revised development standards for Accessory Dwelling Units (ADUs) which do not require off-street parking. These standards allow for the development of additional housing units without requiring further land in residential areas to be used for parking. In 2026, the City's Planning Division reviewed 14 applications for ADUs.

In 2025 the City continued to coordinate with BART and the developers of the El Cerrito Plaza TOD project to implement the *Berkeley-El Cerrito Corridor Access Plan (BECCAP)*. The *BECCAP* identifies multimodal access strategies to maintain and enhance access to the El Cerrito Plaza BART station. The *BECCAP*'s on-street parking management concept study proposed several key features, including the use of pricing and a modern permit management system to make it easy for anyone to find a space around the station and, at a minimum, sufficient revenue generation to cover all costs of operation. City staff launched development of the parking program in 2024 with the Parking Management Action Plan. In 2025, the City collected parking data and completed an existing conditions report for the areas around the BART stations and along the San Pablo Avenue corridor, the places where new development is expected to increase on-street parking demand in the future. City staff and anticipate presenting parking regulation concepts with the public and City Council for discussion and feedback starting in Summer 2026. This program will maximize the efficient use of the available parking supply for various user groups.

Chapter 6: Public Facilities and Services

Parks, Recreations and Open Space

Goal PR1: Adequate, diverse, and accessible recreational opportunities for all residents – including children, youth, seniors, and others with special needs – in parks, school yards, and open space.

In 2025, the City worked with two community groups to fund and construct pickleball courts at Castro Park and the Arlington Tennis Center at Arlington Park. The roof was replaced at the El Cerrito Community Center to ensure continued programming at this popular community activity hub. At the El Cerrito Swim Center, the City designed and allocated funding for the Emery G. Weed, III Lap Pool replaster project and ADA Parking Lot & Related Amenities with construction beginning in early 2026.

The City raised funds for the City's David Hunter Memorial Scholarship Fund which helps families pay for classes and services for their children through the Recreation Department which they would otherwise not be able to afford.

In 2025, the City sponsored a number of special events including the popular City of El Cerrito & worldOne 4th of July Festival at Cerrito Vista Park, Holiday Pancake Breakfast, Senior Resources Fair, Blood Drives, Adult Line Dances, Spring Tea, Pumpkin Splash, Spring Egg Hunt and Play Like a Girl+. The City also hosted, supported, and participated in a number of environmental events and programs in 2025. These included: Go Green! Mobility Fair, Arbor Week, Bike to Wherever Day, Earth Day, Repair Workshop, Spring and Winter Makers Fairs, and hosting a number of volunteer work parties.

The City continued to offer a range of programs for all ages at the El Cerrito Community Center and various other City facilities. The City also has a Joint Facilities Use Agreement with the West Contra Unified School District to increase program offerings especially on the Fairmont, Harding and Madera Elementary schools' and Korematsu Middle school's (Castro Park) campuses.

Goal PR2: High quality open space protected for the benefit of present and future generations, reflecting a variety of important values: ecological, educational, aesthetic, economic and recreational. These values are interwoven throughout the community in numerous ways so that the preservation of open space is very important to the well being of the City.

Goal E of the *Parks and Recreation Facilities Master Plan* is to improve natural areas. The *Master Plan* identifies a series of policies and actions based on previous City planning efforts and community engagement.

As discussed in more detail below, the City adopted the *Hillside Natural Area Fire Resilience and Forest Conservation Management Plan* in 2025.

The City continued to implement the *San Pablo Avenue Specific Plan* which requires that new projects greater than 25,000 square feet either provide public open space or contribute funds toward the creation or enhancement of open space.

In 2025, the City continued to implement the expanded Public Tree and Shrub Ordinance, adopted by the City Council in 2019, providing greater protections for public trees throughout the community to support the long-term health of the urban forest.

Goal PR3: Public access to open space areas while protecting important habitats.

In 2025, the City adopted the *Hillside Natural Area Fire Resilience and Forest Conservation Management Plan*. The Hillside Natural Area (HNA) is the largest open space in El Cerrito (107 acres) and is popular with residents and visitors for its recreational opportunities, scenic vistas, and natural landscape. Over the last few years, community concerns regarding fire risk in the HNA and surrounding communities have significantly increased. The purpose of the *Plan* to guide the City's fire fuel reduction, native forest conservation, and maintenance activities. The *Plan* includes the most effective, sustainable, and cost-effective activities to reduce fuels for wildfires and conserve the forest ecosystem. This *Plan* also evaluated the fire road and trail network and proposes suggestions for access improvements.

In 2025 the City was awarded a \$510,000 grant from the California Coastal Conservancy to be used to remove invasive trees and perform native plant restoration from 3.5 acres in the HNA to reduce fire risk and improve the natural environment. Preparation of an RFP is underway to implement the work in 2026.

The City also continued to organize and support volunteer work parties, led by the El Cerrito Green Teams, El Cerrito Trail Trekkers, Friends of the Hillside, and Friends of Five Creeks, throughout the year, to support and enhance habitats and wildlife throughout the City's owned and controlled open spaces. The City continued to support several annual events that increase public awareness and access to the Hillside Natural Area, including Earth Day and an Annual Hillside Festival each Spring.

Non-Recreational Facilities

Goal CF1: Safe and adequate community facilities that allow the City to offer better services and inspire a sense of community pride.

The City continued to provide high-quality services to the community at the Recycling and Environmental Resources Center which was completed in 2012.

The City continued to serve the community from the City Hall facility which was completed in 2009.

In 2025, the City continued to collaborate with BART and the developer of the El Cerrito Plaza TOD project to explore the potential to include a new public library as part of the project. The need for a new library was identified in numerous needs assessments and would provide 20,000 square feet in a contemporary building allowing both the Contra Costa County Library system and the City to expand programs and services to better serve the public, including the provision of a cooling/heating, clean air, and charging center in the event of an emergency.

Public Services and Infrastructure

Goal PS1: An adequate, comprehensive, coordinated law enforcement system consistent with the needs of the community.

The City continued its deployment of both patrol and specialty police units to address crime trends. These units coordinated their efforts internally, by sharing and collaborating on projects and investigations, and externally, with residents and community groups, to continue to meet the safety needs of the community.

Goal PS2: A community that has minimized the risks to lives and property due to fire hazards.

The City continues to minimize fire hazards by enforcing its comprehensive fire hazard reduction program that focuses upon reducing fire hazards in four areas: (1) on City property, (2) on property owned by other public agencies (3) large landowners, and (4) on residential property.

In 2025, the Fire Department continued to implement the Vegetation Management Policy which was rewritten in 2020 to make it easier to understand and align it with the State guidelines. The policy creates zones centered around structures on the property with goals to avoid home ignition from ember assault, and to reduce the heat and movement of the fire.

The history of the fire hazard abatement program was designed to reduce fire hazards on with efforts concentrated on private properties, in the spring and early summer months, prior to the State entering the annual "Fire Season". However, as the effects climate change, continued below average rainfall and increasing northeast wind events leading to more Red Flag Warnings, the City faces fire season almost year-round.

A process of advance notice and hearings for property owners is coupled with a public education program involving the promulgation of standards for vegetation management in residents' yards and vacant lots. These notices and public education are aimed at increasing the resident's knowledge and awareness of proper management of combustible materials on their property, especially within the first five feet of the structure.

This program seeks to remove weeds, rubbish, litter or other flammable material from private properties where such flammable material endangers public safety by creating a public nuisance and a fire hazard. Most property owners voluntarily abate these hazards without Fire Department involvement. For the small number of property owners that do not abate the hazards, the City completes the necessary abatement and places the costs on the property owner's tax bill.

Based on lessons learned over the last five years of record fires in the State, improved efforts have been made for the incorporation of fire and ember-resistant construction materials and careful selection of landscape material, proper placement and maintenance of residents' landscaping. In 2025, the City adopted amendments to the vegetation management program to comply with AB3074, a state bill passed in 2020 addressing fire prevention, wildfire risk, defensible space, and ember-resistant zones requiring enforcement of more intense fuel reductions to create an ember resistant zone within five feet of any structure. At the same time, the City also adopted updated Fire Hazard Severity Zones mapped by the State Fire Marshal.

Over the past 25 years, the City's public education efforts and annual fire hazard abatement program have been very successful in reducing fire hazards throughout the hills, which are designated Very High Fire Hazard Severity Zones.

Additionally, the Public Works Department completes vegetation management activities and projects each year along easements, in City parks, and in the Hillside Natural Area to reduce the risk of fire hazards in the El Cerrito community.

Goal PS3: Safe and adequate public infrastructure to serve El Cerrito's residents, now and in the future.

The City continued implementation of the Annual Street Improvement Program funded by Measure A and the Access Modifications (Streets) Program funded by SB 1. Also, as a result of new transportation funding provided by SB 1, the City has continued funding annual sidewalk projects to repair tripping hazards throughout the City.

Implementation of the Complete Streets component of the *San Pablo Avenue Specific Plan* and implementation of the *Active Transportation Plan* will enhance pedestrian and bicycle safety throughout the City and provide infrastructure which accommodate all modes of transportation. Implementation of these plans will continue to occur as new development occurs and as funding is secured.

Goal PS4: An adequate storm drainage system to serve existing and future planned development

In March 1993, the voters of the City of El Cerrito approved the issuance of \$6.3 million in revenue bonds for the reconstruction of the City's storm drain system. In June 1993, the City Council adopted Ordinance 93-4, providing for the imposition and collection of Storm Drain Fees to pay the debt service on the revenue bonds. Ordinance 93-4 set the Storm Drain Fee and provided that the fees are collected through the property tax based on amounts specified in an annual Engineer's report. This Engineer's report contains the description of each parcel of real property receiving storm drain services and the amount of the annual fee for each parcel.

The City actively participated in the Contra Costa Clean Water Program to implement the National Pollution Discharge Elimination System (NPDES), Municipal Regional Permit which first became in 2016 and was revised and reissued in 2022. This included taking specific stormwater management actions to control trash litter, 303(d) listed pollutants, and other pollutants of concern (POCs). In compliance with the MRP, the City developed a *Green Infrastructure Plan*, adopted by the City Council in 2019.

The City is currently updating the City's *Storm Drain Master Plan*, which was last updated in 1999. The scope considers the green infrastructure requirements and is expected to be finalized in 2026. Moreover, it will identify opportunities to improve the City's Storm Drain system by improving the condition and capacity of the storm sewer network.

Goal PS5: A system that minimizes the City's generation and disposal of solid waste materials by providing an adequate and integrated waste management program and related facilities to serve existing and future planned development.

In 2012, the City completed construction of a new state-of-the-art Recycling + Environmental Resource Center. In addition to the City's continued curb-side collection program, the Recycling + Environmental Resource Center (RERC) provides convenient

drop-off facilities for a wide array of items. The Center allows the City to expand the range of items accepted for disposal, improving collection options for all constituents and for many residents of surrounding communities. The Center has expanded the items that the City is able to accept, including compact fluorescent light bulbs, books, sharps, expired medications, and scrap textiles. The Center has been designed as a facility that will provide maximum flexibility to meet future, changing waste disposal needs. In 2018, the City began to collect household hazardous waste at the Recycling + Environmental Resource Center with a popular once per week collection event.

Additionally, in 2021, the City Council adopted two ordinances moving related goals forward. The City Council adopted an updated *Foodware Ordinance* that requires all foodware (e.g., cups, plates, utensils, etc.) served by food providers in El Cerrito to be either reusable or compostable, starting July 1, 2022. This Ordinance will serve to significantly reduce the amount of single-use plastic waste in El Cerrito and increase waste diversion. In 2021, the City Council also adopted a “Mandatory Organics Recycling” Ordinance, implementing the requirements of California *Senate Bill (SB) 1383* and requiring participation in the City’s recycling and composting programs with limited exceptions.

In 2022, City Staff entered into a new franchise agreement with the City’s garbage and green waste hauler, East Bay Sanitary, which adds a number of integrated waste management services to the community, including new programs targeting waste diversion in multi-family apartment complexes. A new brochure was developed outlining all the services available and mailed to all solid waste accounts. Staff is also continuing to move forward with other programs to implement *SB 1383* and to increase composting and recycling in El Cerrito.

In July 2023, the City completed a citywide curbside cart swap project in order to comply with State Law, *Senate Bill 1383*. Over the course of three weeks, the City successfully collected approximately 8,500 old grey recycling and blue garbage carts, swapping them for new blue recycling and black garbage carts. This standardizing of cart colors will take place throughout California for ease of separating materials and recycling statewide.

In 2024, the City was awarded a grant from Calrecycle to implement *SB 1383* outreach to encourage customers to dispose of green waste in green bins. Using grant funds, the City placed compost ads in English, Chinese and Spanish at the El Cerrito Del Norte and El Cerrito Plaza BART stations for 1 month in both April and November to promote sustainable actions across our community. Additionally, the City purchased and installed 13 signs for both the City’s recycling collection trucks and East Bay Sanitary’s garbage and organics collection trucks. The new signs highlight the important role that placing food scraps and yard waste in the green cart plays in combating climate change, and reminds residents that recyclables should be placed inside the blue cart loose and unbagged, while plastic bags, shrink wrap and plastic film should be placed in the garbage. This grant will run through 2026. In 2024, El Cerrito was also awarded a grant from the Metropolitan Transportation Commission (MTC) to plan the electrification of its recycling fleet; this grant will also run through 2025.

In alignment with the 2019 Parks and Recreation Facilities Master Plan that highlights the desire to increase trash and recycling at parks, the City purchased 43 Dual Trash

Recycling Cans in 2025 and placed them at nine parks throughout the City to help to minimize the amount of litter inappropriately discarded in parks.

The City of El Cerrito is a member of the West Contra Costa Integrated Waste Management Authority (“Authority” or “RecycleMore”), a Joint Powers Authority comprised of the cities of San Pablo, El Cerrito, Richmond, Pinole, Hercules, and parts of Unincorporated Contra Costa County charged with implementing regional waste reduction and recycling diversion programs and increasing the diversion of waste from disposal facilities. In November 2025, the City of El Cerrito joined a regional Post-Collection Agreement for Post-Collection Disposal and Recycling Services effective January 1, 2026 through June 30, 2040.

Chapter 7: Resources and Hazards

Natural and Historic Resources

Goal R1: Protected natural resources (important habitat, ecological resources, key visual resources, ridges and ridgelines, creeks and streambanks, steeper slopes, vista points, and major features), and clean air and water.

The City continued to implement the Zoning Ordinance, which contains specific standards aimed at protecting creeks and hillside areas.

The City continued to implement Chapter 13.28 of the El Cerrito Municipal Code, the Public Tree and Shrub Ordinance, the primary purpose of which is to preserve and protect public trees.

City Staff also actively participated in the Contra Costa Clean Water Program to implement the City’s National Pollution Discharge Elimination System (NPDES), Municipal Regional Permit to protect stormwater.

For additional Clean Water activities, see Goal PS4.

Goal R2: Protected and rehabilitated architectural, historical, cultural, and archaeological resources that are of local, state, or federal significance.

In 2014, the City Council approved the 1715 Elm Street project. As part of the project, the existing house will be relocated on the property and rehabilitated to the Department of the Interior’s standards. In 2021, the City issued the building permit application which will allow the construction of the project and the relocation and rehabilitation of the existing house. Construction of the project began in 2022. The project was completed in September 2025.

Hazards

Goal H3: New development complies with the noise standards established in the General Plan, all new noise sources are within acceptable standards, and existing objectionable noise sources are reduced or eliminated.

All new development is evaluated under CEQA using the noise standards currently in the *General Plan*. These noise standards were incorporated into updated Zoning Ordinance in 2008 as performance standards required of all development.

2025 Safety Element

Goal 1: Mitigate risk from geologic and seismic hazards.

Geotechnical studies are required for development proposals in areas at risk from geologic and seismic hazards as part of the building permit process. All new developments must meet current building codes for seismic safety.

Goal 2: Minimize potential damage from existing hazardous materials and prevent future hazardous materials contamination.

The City continues to implement the California Building Code and other state laws which require remediation of hazardous materials in specific circumstances. Development on potentially contaminated sites is required to contain adequate measures to mitigate hazardous material exposure prior to issuance of a building permit.

Goal 3: Reduce risks from flooding and sea level rise and provide timely and effective flood response.

New and significantly renovated buildings and structures in the mapped 100-year flood zones are constructed to a higher standard of flood protection to improve resilience, as required by the California Building Code.

Goal 4: Reduce El Cerrito's risk of wildfire and provide timely and effective fire response.

The City continues to minimize fire hazards by enforcing its comprehensive fire hazard reduction program that focuses upon reducing fire hazards in four areas: (1) on City property, (2) on property owned by other public agencies (3) large landowners, and (4) on residential property.

In 2025, the Fire Department continued to implement the Vegetation Management Policy which was rewritten in 2020 to make it easier to understand and align it with the State guidelines. The policy creates zones centered around structures on the property with goals to avoid home ignition from ember assault, and to reduce the heat and movement of the fire. Additionally, the Public Works Department completes vegetation management activities and projects each year along easements, in City parks, and in the Hillside Natural Area to reduce the risk of fire hazards in the El Cerrito community.

In 2025, the City also adopted the Hillside Natural Area (HNA) Fire Resilience and Forest Conservation Management Plan. The HNA is the largest open space (107 acres) in El Cerrito and is popular with residents and visitors for its recreational opportunities, scenic vistas, and natural landscape. Over the last few years, community concerns regarding fire risk in the HNA and surrounding communities have significantly increased. The purpose of the Plan is to guide the City's fire fuel reduction, native forest conservation, and maintenance activities. The Plan includes the most effective,

sustainable, and cost-effective activities to reduce fuels for wildfires and conserve the forest ecosystem. This Plan also evaluated the fire road and trail network and proposes suggestions for access improvements.

Goal 5: Reduce risk from and provide timely and effective response to extreme heat and severe weather.

The City Continues to implement the Public Tree and Shrub Ordinance which promotes the expansion of the citywide tree canopy.

The City continued to implement the *Urban Greening Plan*, which identifies strategies for creating a greener, more environmentally sustainable and livable city. Key objectives and strategies include Greener Gateways to reinforce community identity and sense of place that improve and highlight natural elements and Green Streets to continue to invest in making the public right-of-way more sustainable by reducing impervious surfaces, adding landscaping, and creating streets that are safe, comfortable and attractive for everyone.

As discussed above, in 2025, the City continued to collaborate with BART and the developer of the El Cerrito Plaza TOD project to explore the potential to include a new public library as part of the project. This new library could serve as a resilience hub for the community, providing cooling/heating, clean air, and electric charging in the event of extreme heat or severe weather.

Goal 6: Secure a resilient water supply and use water supplies sustainably.

The City continues to coordinate with the East Bay Municipal Utility District on water supply issues. New development must demonstrate that there is sufficient capacity to serve new residents.

The City also requires the inclusion of new drought-tolerant landscaping through the implementation of the statewide Water Efficient Landscape Ordinance (WELO). New development that is subject to WELO is required to submit an irrigation audit that demonstrates compliance with WELO.

Goal 7: Protect the health of El Cerrito residents.

The City continues to coordinate with the Contra Costa County Environmental Health Department and the Contra Costa Mosquito and Vector Control District on efforts to ensure public health.

The Building Divisions ensures that all new food service businesses are reviewed and approved by the Environmental Health Department prior to issuance of the building permit.

In 2025, the City hosted a workshop on rodent control in conjunction with the Mosquito and Vector Control District.

Goal 8: A community prepared for an effective response and recovery in the event of emergencies or natural and human-caused disasters.

The City is planning to offer the Community Emergency Response Team (CERT) program. The program teaches neighbors to help themselves and help each other. Through CERT, citizens receive hands-on training in Disaster First Aid, Disaster Preparedness, Basic Firefighting, Light Search and Rescue, Damage Assessment, and How to Turn Off Utilities.

The City continued to offer National Incident Management System (NIMS) and the Incident Command System (ICS) training for City staff. In 2025, City staff participated in an Emergency Operations Center (EOC) training that simulated the operation of the EOC in the event of a local emergency. Through these trainings, staff members directly involved in managing an emergency are trained in understanding command reporting structures, common terminology, and the roles and responsibilities inherent in a response operation

CONCLUSION

The City has continued to faithfully implement the City's *1999 General Plan* as the actions, plans, programs and projects documented in this report represent the City's commitment to achieve the goals and objectives set forth in the elements of the El Cerrito General Plan.

ATTACHMENTS:

1. HCD - Housing Element Annual Report

Jurisdiction	El Cerrito	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A

Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes													Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Historic Sites	Density Bonus Law Applications		Application Status	Project Type	Notes	
1					2	3	4	5													6	7	8	9	10	11		12	13	14
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Acutely Low-Income Deed Restricted	Acutely Low-Income Non Deed Restricted	Extremely Low-Income Deed Restricted	Extremely Low-Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select state streamlining provision/s the application was submitted pursuant to.	Is this project located on a site with an associated historical designation as outlined in Government Code Section 65400(a)(2)(N) and reported on Table L?	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes*		
Summary Row: Start Data Entry Below								0	0	0	0	0	0	0	0	0	0	6	6	0	0									
	505421027	1544 Madera Cir		PL25-0011	SFD	O	8/14/2025											1	1			NONE	No	No	No	No	Approved	Ministerial		
	505421027	1544 Madera Cir		PL25-0011	ADU	R	8/14/2025											2	2			NONE	No	No	No	No	Approved	Ministerial		
	502113027	1735 LIBERTY ST		PL25-0027	2 to 4	R	8/14/2025											2	2			NONE	No	No	No	No	Approved	Discretionary		
	502113027	1735 LIBERTY ST		PL25-0027	SFD	R	8/14/2025											1	1			NONE	No	No	No	No	Approved	Discretionary		
																		0	0											
																		0	0											
																		0	0											

Jurisdiction	El Cerrito
Reporting Year	2025
Planning Period	6th Cycle

(Jan. 1 - Dec. 31)
01/31/2023 - 01/31/2031

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Housing Element Implementation

Table A2 Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units																					
Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement														
1					2	3	4													5	6
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Acutely Low-Income Deed Restricted	Acutely Low-Income Non Deed Restricted	Extremely Low-Income Deed Restricted	Extremely Low-Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement Date Approved	# of Units issued Entitlements		
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0	0	0	0	0	6		6	
	503421005	615 NORVELL ST UNIT A		BD23-0263	ADU	R															
	502113010	1736 LEXINGTON AVE		BD23-0621	ADU	R														0	
	503202016	1009 EVERETT ST UNIT A		BD23-0951	ADU	R														0	
	503241026	925 RICHMOND ST		BD23-0986	SFD	O														0	
	504050012	515 RICHMOND ST		BD24-0423	5+	R														0	
	503365028	744 NORVELL ST		BD24-0762	ADU	R														0	
	505383015	8521 BUCKINGHAM DR		BD24-0865	ADU	R														0	
	503040001	6626 MANILA AVE		BD24-1093	ADU	R														0	
	504182031	321 CORONADO ST UNIT A		BD24-1131	ADU	R														0	
	500260021	2538 TULARE AVE		BD24-1135	ADU	R														0	
	510014011	3416 YOSEMITE AVE		BD25-0368	SFD	O														0	
	503364020	715 CLAYTON AVE		BD25-0370	ADU	R														0	
	500050029	2644 YUBA Ave UNIT A		BD25-0413	ADU	R														0	
	504251021	214 RAMONA AVE		BD25-0413	ADU	R														0	
	503490013	7227 HOTCHKISS AVE		BD25-0715	ADU	R														0	
	503292021	7415 TERRACE DR		BD25-0721	ADU	R														0	
	500272008	2509 TULARE AVE		BD25-0813	ADU	R														0	
	503272013	7201 WALDO AVE UNIT A		24-0003	ADU	R														0	
	502112038	1717 ELM ST		BD18-0782	5+	R														0	
	503321028	7630 TERRACE DR		BD20-0017	ADU	R														0	
	504072030	538 NORVELL ST		BD20-0382	ADU	R														0	
	505262047	8190 TERRACE DR		BD22-0668	ADU	R														0	
	503020007	6415 SCHMIDT LN		BD22-0827	ADU	R														0	
	503130016	6530 SCHMIDT LN		BD22-0829	ADU	R														0	
	503130016	6540 SCHMIDT LN		BD22-1431	ADU	R														0	
	501201009	2210 HUMBOLDT AVE UNIT A		BD23-0314	ADU	R														0	
	504226014	19 POMONA AVE UNIT A		BD23-0423	ADU	R														0	
	505273009	868 GELSTON PL UNIT A		BD23-0736	ADU	R														0	
	509080005	6250 CYPRESS AVE UNIT A		BD23-0757	ADU	R														0	
	503330004	751 BALRA DR UNIT A		BD23-1065	ADU	R														0	
	504242020	320 POMONA AVE UNIT A		BD24-0039	ADU	R														0	
	505282009	715 GELSTON PL		BD24-0077	ADU	R														0	
	505273019	845 BATES AVE UNIT A		BD24-0089	ADU	R														0	
	503236001	6322 WALDO AVE		BD24-0661	ADU	R														0	
	500380020	2437 EDWARDS AVE		BD24-0886	ADU	R														0	
	505421027	1544 Madera Cir		PL25-0011	SFD	O											1	8/14/2025		1	
	505421027	1544 Madera Cir		PL25-0011	ADU	R											2	8/14/2025		2	
	502113027	1735 LIBERTY ST		PL25-0027	2 to 4	R											2	9/3/2025		2	
	502113027	1735 LIBERTY ST		PL25-0027	2 to 4	R											1	9/3/2025		1	
																				0	
																				0	
																				0	

Cells in grey contain auto-calculation formulas

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ates of Occupancy															
					Streamlining	Historic Sites	Infill	Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			
			11	12	13	14	15	16	17	18	19	20			21
Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Certificates of Occupancy or other forms of readiness (see instructions) <u>Date Issued</u>	# of Units Issued Certificates of Occupancy or other forms of readiness	Please select the state streamlining provision the project was APPROVED pursuant to. (may select multiple)	Is this project located on a site with an associated historical designation as outlined in Government Code Section 65400(a)(2)(N) and reported on Table L?	Infill Units? Y/N	Assistance Programs for Each Development (may select multiple - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter 1000)	Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/Destroyed Units Owner or Renter	Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Total Maximum Allowable Residential Gross Floor Area)
0	0	37		40								0			
				0	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
				0	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
				0	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
				0											
				0	NONE	No	Y								
				0	NONE	No	Y	AHSC, RDA, IIG	Other						
			7/16/2025	1	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
			5/8/2025	1	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
			9/15/2025	1	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
				0	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
				0	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
				0	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
				0	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
				0	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
				0	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
				0	NONE	No	Y			ADU affordability was assigned using ABAG Technical Memo (https://abag.ca.gov/sites/default/files/documents/2026-02/APR-and-ADU-affordability-update-for-jurisdictions-2026.pdf?cb=20d85c66); 30% Very Low, 30% Low, 30% Moderate, and 10% above Moderate.					
		1	7/3/2025	1	NONE	No	Y								
		14	9/4/2025	14	NONE	No	Y								
		1	7/3/2025	1	NONE	No	Y								
		1	4/16/2025	1	NONE	No	Y								
		1	11/26/2025	1	NONE	No	Y								
		7	3/6/2025	7	NONE	No	Y								
		1	7/2/2025	1	NONE	No	Y								
		1	7/2/2025	1	NONE	No	Y								
		1	8/22/2025	1	NONE	No	Y								
		1	11/12/2025	1	NONE	No	Y								
		1	5/12/2025	1	NONE	No	Y								
		1	1/29/2025	1	NONE	No	Y								
		1	6/17/2025	1	NONE	No	Y								
		1	1/15/2025	1	NONE	No	Y								
		1	2/27/2025	1	NONE	No	Y								
		1	2/25/2025	1	NONE	No	Y								
		1	5/7/2025	1	NONE	No	Y								
		1	8/6/2025	1	NONE	No	Y								
				0	NONE	No	Y								
				0	NONE	No	Y								
				0	NONE	No	Y								
				0	NONE	No	Y								
				0											
				0											
				0											

[illegible]

Jurisdiction	El Cerrito	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

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This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1	Projection Period	2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2022-01/30/2023	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Acutely Low	Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
Extremely Low	Deed Restricted	-	-	-	15	-	-	-	-	-	-	-	15	-
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
Very Low	Deed Restricted	334	-	-	29	35	-	-	-	-	-	-	90	244
	Non-Deed Restricted	-	-	-	7	4	-	-	-	-	-	-	-	-
Low	Deed Restricted	192	-	-	24	34	-	-	-	-	-	-	69	123
	Non-Deed Restricted	-	-	-	7	4	-	-	-	-	-	-	-	-
Moderate	Deed Restricted	241	-	-	-	-	-	-	-	-	-	-	11	230
	Non-Deed Restricted	-	-	-	7	4	-	-	-	-	-	-	-	-
Above Moderate		624	14	50	7	5	-	-	-	-	-	-	76	548
Total RHNA		1,391												
Total Units			14	50	96	86	-	-	-	-	-	-	246	1,145

*For years prior to 2025, Acutely Low-Income units are reported within the Extremely Low-Income category

*For jurisdictions that received RHNA determinations for the current cycle prior to the passage of AB 3093 (September 19, 2024):

- You were not allocated Acutely Low-Income and Extremely Low-Income RHNA targets, therefore the allocations in Field 1 are listed as "0"
- If you wish to set your own targets in these income categories for informational purposes, contact HCD staff at apr@hcd.ca.gov.
- All Acutely Low-Income and Extremely Low-Income units reported during the cycle are counted towards Very-Low Income RHNA progress

*For years prior to 2025, data on deed-restricted vs. non-deed restricted Extremely Low-Income units is approximated from whether the projects reported any deed-restricted Very Low-Income Units. If you wish to edit this historical data for accuracy or have any questions about the data, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Jurisdiction	El Cerrito	
Reporting Year	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table C																	
Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law																	
Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Date of Rezone	Very Low- Income	Low-Income	Moderate- Income	Above Moderate- Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	

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Jurisdiction	El Cerrito							
Reporting Year	2025 (Jan. 1 - Dec. 31)							
Table D								
Program Implementation Status pursuant to GC Section 65583								
Housing Programs Progress Report								
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.								
1	2	3	4	5	6	7	8	9
Name of Program	Objective	Projected Completion Date in Housing Element	Applicable Cycle	Status of Program Implementation	Program Implementation Details	Quantified Outcomes: Category	Quantified Outcomes: Count	Supporting Documents
H-1.A	Maintain Sites Inventory	Aug-23	6th Cycle	Continuous	The City continues to update a spreadsheet that includes a current inventory of Housing Element sites. This spreadsheet is used by all planners processing entitlements to compare actual unit count by income level to assumptions in the inventory to ensure compliance with "no-net-loss" zoning requirements in Government Code Section 65863.	Other	1	Contact Diego Romero (dromero@elcerrito.gov)
H-1.B	Promote Mixed-use Development and Amenities in San Pablo Avenue Specific Plan Area (no discrete actions)	23-Aug	6th Cycle	Continuous	In 2025, the City issued a building permit for the construction of a 70 unit affordable residential development that is one of 6 buildings approved as part of the Master Plan for the El Cerrito Plaza BART Station Transit Oriented Development (TOD). The City continued performing inspections on a 69 unit affordable residential development adjacent to the El Cerrito del Norte BART Station that is nearing completion. The City continued efforts towards the completion of the El Cerrito del Norte Complete Streets Improvement Project that includes numerous bicycle and pedestrian improvements. The City continued efforts on the "BART to Bay Trail" project to create an east-west bicycle corridor along Central Avenue that would connect El Cerrito Plaza BART station and the I-80 / Central Avenue undercrossing, where any envisioned bikeway would connect with a new Caltrans bicycle facility beneath I-80 which is fully funded and scheduled to start construction in 2026. In 2024, the City also approved a Tier II Design Review application for a proposed 305 residential unit building at 1711-1755 Eastshore Blvd. and also received two design review applications and one SB 35 preliminary application for a total of three proposed new multifamily residential buildings pursuant to the City's streamlined review process in the San Pablo Avenue Specific Plan. In addition, the City submitted a grant application to the Metropolitan Transportation Commission pursuant to the Transit Oriented Communities (TOC) program. The tasks in this grant application include increasing the minimum and maximum residential densities of certain properties within a half mile of the El Cerrito Plaza BART Station and the Del Norte BART Station.	Units		https://www.elcerrito.gov/1381/Transit-Oriented-Development-TOD https://www.elcerrito.gov/1616/11690-San-Pablo-Avenue-Elora-Apartments- https://sites.google.com/view/transformingdelnorte/home
H-1.C	Accessory Dwelling Unit Tools and Resources	Aug-23	6th Cycle	Continuous	In 2025, City staff in conjunction with a consultant drafted amendments to the City's ADU ordinance to maintain compliance with ever evolving State ADU law. City staff anticipate this amended ADU ordinance will be adopted in 2026. In 2025, City staff continued to assist members of the public with ADU questions and continued to point them to resources provided on the City's ADU webpage. In 2025, the City issued 15 building permits for ADUs.	Units	15	https://www.elcerrito.gov/1710/Accessory-Dwelling-Units
H-1.D	Objective Design Standards	Dec-24	6th Cycle	In Progress	In 2025, the City received a grant from the Metropolitan Transportation Commission pursuant to the Transit Oriented Communities (TOC) program. One of the tasks in this grant is the creation of Objective Design Standards. In 2025, MTC selected a consultant to assist the City with this grant. Work on the grant and development of Objective Design Standards will commence in 2026.	Other		https://mtc.ca.gov/sites/default/files/meetings/attachments/6219/7a11_25_0129_Attachment_B_Summary_TOC_Project_Award_Recommendations.pdf
H-1.E	Zoning to Expand Housing Choice in Single-family Neighborhoods	2025-2028	6th Cycle	In Progress	In 2025, the City along with a consultant adopted an update to the City's General Plan Safety Element. As part of this effort, the City explored conducting fire risk evaluation and development mitigation program to allow more development in the Very High Fire Hazard Severity Zone of the City. In 2025, City staff confirmed with the City Attorney that the City now allows ministerial lot splits pursuant to SB 9 in the Very High Fire Hazard Severity Zone due to clarifying amendments to Government Code Section 65913.4(b)(6)(D) and due to the City adopting ECMC Ch. 8.30 (Fire Hazard Severity Zones...) in 2025. In 2025, the City received a grant from the Metropolitan Transportation Commission pursuant to the Transit Oriented Communities (TOC) program. The scope of work for this grant application includes increasing the minimum and maximum allowable density of undeveloped residentially zoned properties within a half mile of the El Cerrito Plaza BART Station and of the del Norte BART Station. Work on this grant will commence in 2026.	Units		https://library.municode.com/ca/el_cerrito/codes/code_of_ordinances?nodeId=TIT8HESA_CH8.30FHASEZODESPHOFHARE
H-1.F	Facilitate Development of Pipeline Projects	Aug-23	6th Cycle	In Progress	In 2025, the City adopted Project Kick Start that reduced inclusionary housing in-lieu fees, transportation impact fees, and open space in-lieu fees for major projects with complete building permit applications. In 2025, the City issued a Certificate of Occupancy for a 14 unit multifamily residential building with 2 below market-rate units at 1717 Elm St. In 2025, the City issued a building permit for the construction of a 70 unit affordable residential development at 515 Richmond Street that is one of 6 buildings approved as part of the Master Plan for the El Cerrito Plaza BART Station Transit Oriented Development (TOD). The City continued performing inspections on a 69 unit affordable residential development adjacent to the El Cerrito del Norte BART Station at 11690 San Pablo Avenue that is nearing completion.	Units	14	https://elcerritoca.portal.civicclerk.com/event/584/files/attachment/4156
H-1.G	SB 35 Ministerial Approval Procedure	Jun-24	6th Cycle	Completed	An SB 35 submittal checklist is available for applicants.	Other	1	https://www.elcerrito.gov/200/Application-Forms-and-Checklists
H-1.H	Monitor Land Use Controls	Aug-23	6th Cycle	Continuous	The City has developed an internal tracking spreadsheet to track specific land use controls that developers are seeking exceptions from.	Other	1	None
H-2.A	Inclusionary Zoning Ordinance	Dec-24	6th Cycle	In Progress	In January 2025, the City awarded a contract to Strategic Economics to prepare a financing and implementation strategy in order to evaluate/identify policy opportunities/constraints as it pertains to our inclusionary ordinance. The City adopted its ordinance in 2018 and due to current market conditions has not yet issued any building permits for projects subject to inclusionary zoning. This analysis is on track to be completed in Spring 2026.	Units	110	https://portal.laserfiche.com/Portal/DocView.aspx?id=122237&repo=-1179b414&searchid=5b0e2b85-b773-425d-9668-addae65ee5a7
H-2.B	Affordable Housing Trust Fund Priorities	Dec-24	6th Cycle	In Progress	In 2025, City staff also began working with Strategic Economics to identify affordable housing funding priorities and this report is slated to be completed in Spring 2026.	Units	84	https://portal.laserfiche.com/Portal/DocView.aspx?id=1265561&repo=-1179b414&searchid=c386a89d-7997-4de2-a9d6-ba7b9590cad9
H-2.C	New Local Sources of Affordable Housing Funding	Dec-25	6th Cycle	In Progress	In January 2025, the City awarded a contract to Strategic Economics to In Spring 2025, Phase I (Parcel A-South) of the El Cerrito Plaza BART TOD received \$3M from Contra Costa County, Measure X funding and TCAC/CDLAC allocation.	Other		https://portal.laserfiche.com/Portal/DocView.aspx?id=122237&repo=-1179b414&searchid=5b0e2b85-b773-425d-9668-addae65ee5a7
H-2.D	Assist in Affordable Housing Development	Aug-23	6th Cycle	In Progress	In 2025, the City Council authorized a predevelopment loan in the amount of \$350,000 to advance Phase II (Parcel C-East) of the El Cerrito Plaza BART TOD for 84 affordable housing units. For Phase II, City staff also partnered with Related California to apply for \$42.3M to the State's Affordable Housing and Sustainable Communities (AHSC) Program, Round 9. The City also provided a letter of support for an application to the Contra Costa County Department of Housing and Conservation for Phase II that was not awarded. In 2025, the City was notified that it was not awarded Round 3 of the Prohousing Incentive Program.	Units	70	https://portal.laserfiche.com/Portal/DocView.aspx?id=1265561&repo=-1179b414&searchid=8dd0adbf-7369-461d-8e2e-92b344c464cf https://portal.laserfiche.com/Portal/DocView.aspx?id=1265561&repo=-1179b414&searchid=c386a89d-7997-4de2-a9d6-ba7b9590cad9
H-2.E	Develop Mixed Income Housing and Amenities on BART Lands	Aug-23	6th Cycle	In Progress	The City has established a main point of contact with BART, and the City meets regularly with BART Staff regarding the development of housing at the El Cerrito Plaza BART Station. See Program H-1.B for updates on the El Cerrito Plaza BART TOD project. In 2025, City staff had multiple meeting with BART staff to begin development of the goals and objectives for development of the El Cerrito del Norte BART Station.	Units		https://www.elcerrito.gov/1381/Transit-Oriented-Development-TOD
H-2.F	Coordinate Transportation Projects with Affordable Housing	Aug-23	6th Cycle	In Progress	In 2025, City staff partnered with Related California to submit a grant application to the State's Affordable Housing and Sustainable Communities (AHSC) program for to help finance one of the six buildings approved in the El Cerrito Plaza BART Station Transit Oriented Development (Parcel C-East) and \$3.5 million for active transportation infrastructure. Despite scoring very competitively, this project was not awarded the grant.	Other		https://www.elcerrito.gov/1381/Transit-Oriented-Development-TOD
H-2.G	Shelter and Housing Solutions for Persons Experiencing Homelessness	Nov-23	6th Cycle	Continuous	In 2025, the City authorized a contract with Contra Costa Health, Housing and Homeless Services for the Coordinated Outreach Referral Engagement (CORE) Program. CORE works on the frontline providing homeless outreach services to the El Cerrito community. In addition, the City amended its funding allocation to Housing Security Fund from \$15K to \$25K annually to cover gaps in services for persons who are currently experiencing or at imminent risk of homelessness for the purpose of rapidly housing or diverting persons from homelessness and the emergency shelter system.	Other		https://portal.laserfiche.com/Portal/DocView.aspx?id=125899&repo=-1179b414&searchid=d0a5f4d6-b747-425d-8854-c686c3f7027b https://portal.laserfiche.com/Portal/DocView.aspx?id=139145&repo=-1179b414&searchid=63f77eee-6082-4304-b20b-e7ea2a41e621
H-2.H	Zoning Amendments for Special Needs Housing	Jun-24	6th Cycle	In Progress	In 2025, City staff hired a consultant to draft these zoning amendments. City staff anticipate that the City Council will adopt these zoning amendments in Spring 2026.	Other		None
H-2.I	State Density Bonus	Jun-24	6th Cycle	In Progress	In 2025, City staff hired a consultant to draft these zoning amendments. City staff anticipate that the City Council will adopt these zoning amendments in Spring 2026.	Other		None
H-2.J	Affordable Housing and Places of Assembly	Dec-26	6th Cycle	Not Yet Started	In 2025, City staff hired a consultant to draft a variety of zoning amendments. This is an optional task in the consultant's contract. City staff anticipate exploring this further in 2026.	Other		None
H-2.K	Infrastructure Priority for Affordable Housing	Sep-23	6th Cycle	Completed	The City has sent a copy of the Housing Element with a cover memo, explaining the requirements of Government Code Section 65589.7, to East Bay Municipal Utility District and to Stege Sanitary District.	Other	1	None
H-3.A	Residential Rental Inspection Program	Aug-23	6th Cycle	Continuous	The Residential Rental Inspection Program (RRIP) continued in 2024. 36 initial RRIP inspections and 50 reinspections were conducted in 2024.	Other		https://www.elcerrito.gov/563/Residential-Rental-Inspection-Program
H-3.B	Continue to encourage the rehabilitation of existing housing units	Aug-23	6th Cycle	Continuous	The City continues to promote the rehabilitation of existing housing units through our Neighborhood Preservation Program.	Units	3	-

H-3.C	Tenant Protections	Dec-24	6th Cycle	Continuous	In January 2025, the City awarded a contract to Strategic Economics to update the City's Affordable Housing Implementation Strategy. This scope includes tenant protections.This analysis is on track to be completed in Spring 2026. The City evalautes the Rent Registry data annually which is posted online.	Other		www.elcerrito.gov/rentregistry
H-3.D	Continue to maintain a database of assisted housing units	Dec-23	6th Cycle	Continuous	The City continues monitor the affordable housing portfolio and the projects are posted on the City's website.	Other		https://elcerrito.gov/625/Affordable-Housing-in-El-Cerrito
H-3.E	Direct City investments in ways that serve to maintain older residential neighborhoods and transform low and moderate resource areas into areas of opportunity	Aug-23	6th Cycle	Continuous	In 2025, the City continued work on the del Norte TOD Complete Streets Improvement Project. The project consists of improvements for bicyclists, pedestrians, transit users and motorists to support transit-oriented development in the Uptown area of the San Pablo Avenue Specific Plan. The project area is in a low resource area. Key elements of the project include: - New and enhanced protected crosswalks - Context-sensitive bikeways - Bus boarding islands - Vehicle circulation improvements - Various streetscape enhancements around and leading to the Del Norte BART Station	Other		https://sites.google.com/view/transformingdelnorte/home
H-3.F	Seismic Retrofit Program	Aug-23	6th Cycle	Continuous	The City has contracted with California Public Policy Group to support grant writing. CPPG works closely with the City to monitor funding opportunities on a quarterly basis.	Other		https://elcerritoca.portal.civiclerk.com/event/504/files/report/1004
H-4.A	Continue to distribute information about fair housing services offered by the Contra Costa Housing Services Collaborative, including tenant-landlord counseling, fair housing services, and legal advice and representation for residents.	Aug-23	6th Cycle	Continuous	The City continues to distribute this information to the public via email newsletters, City website, and flyers at City Hall.	Other	1	www.elcerrito.gov/AffordableHousing .
H-4.B	Review and update Reasonable Accommodation Ordinance	Dec-26	6th Cycle	In Progress	In 2025, City staff hired a consultant to draft these zoning amendments. City staff anticipate that the City Council will adopt these zoning amendments in Spring 2026.	Other		None
H-4.C	Housing Choice Voucher (HCV) Program	Dec-24	6th Cycle	Continuous	The City continues to partner with the Housing Authority to encourage HCV participation.	Units	140	www.elcerrito.govCommDevEvents
H-4.D	Community Opportunity to Purchase Act	Jul-26	6th Cycle	Not Yet Started	The City expects to start this effort in 2025.	Other		-
H-4.E	Home Match Contra Costa	Mar-27	6th Cycle	Continuous	The City met with Home Match staff in 2024 to discuss their programs and expanded partnership opportunities. The City contiuies to post/publish Home Match housing opportunities.	Units	4	www.elcerrito.gov/AffordableHousing .
H-4.F	Community Engagement and Capacity Building	Dec-25	6th Cycle	In Progress	In 2025, the City hired a consultant to provide interpretation services for more than 75 languages for any public inquiries needing translation. In 2025, prepared outreach materials in multiple languages for the City's General Plan Safety Element Update community outreach effort.	Other		None
H-5.A	Partnerships for Energy and Water Efficiency	Aug-23	6th Cycle	Continuous	The City adheres to the the CA Green, Energy and Plumbing Codes. The City participates in and promotes MCE's Deep Green plan which provides customers with 100% renewable energy.	Other		None
H-5.B	Marketing strategy to encourage resident participation in energy and water efficiency programs	Aug-23	6th Cycle	Continuous	The City encourages the use of efficient and all electric appliances instead of natural gas, on City handouts where it is relevant. The City participates in and promotes MCE's Deep Green plan which provides customers with 100% renewable energy.	Other		None
H-5.C	Develop and/or Pursue Funding for Energy Efficiency Programs	Aug-23	6th Cycle	Continuous	The City developed a rebate program for energy efficiency and water conservation improvements as part of the adoption of the City's real property transfer tax. The City continues to pursue funding for energy effiency proframs. when available.	Other		None
H-5.D	Encourage homeowners to undertake energy and water conservation projects that save energy, lower costs and protect the environment	Aug-23	6th Cycle	Continuous	The City's transfer tax rebate program provides financial incentives for property owners to make energy efficiency and water conservation improvements.	Other		None

Jurisdiction	El Cerrito	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table E									
Commercial Development Bonus Approved pursuant to GC Section 65915.7									
Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Start Data Entry Below									

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the chcklist here :
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Planning Period	El Cerrito	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F2																
Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2																
For up to 25 percent of a jurisdiction’s moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).																
Project Identifier					Unit Types		Affordability by Household Incomes After Conversion							Units credited toward Moderate Income RHNA		Notes
1					2	3	4							5		6
Prior APN ⁺	Current APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID	Unit Category (2 to 4,5+)	Tenure R=Renter	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total Moderate Income Units Converted from Above Moderate	<u>Date Converted</u>	<u>Notes</u>
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0	0		

Jurisdiction	El Cerrito	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Period	6th Cycle	01/31/2023 - 01/31/2031

element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table G						
Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of						
Project Identifier						
1				2	3	4
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Realistic Capacity Identified in the Housing Element	Entity to whom the site transferred	Intended Use for Site
Summary Row: Start Data Entry Below						

Jurisdiction	El Cerrito	NOTE: This table must contain an inventory of ALL surplus/excess lands the reporting jurisdiction owns	Note: "+" indicates an optional field Cells in grey contain auto-calculation formulas
Reporting Period	2025 (Jan. 1 - Dec. 31)		

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table H						
Locally Owned Surplus Sites						
Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	Street Address/Intersection	Existing Use	Number of Units	Surplus Designation	Parcel Size (in acres)	Notes
Summary Row: Start Data Entry Below						

Jurisdiction	El Cerrito		
Reporting Period	2025	(Jan. 1 - Dec. 31)	
Planning Period	6th Cycle	01/31/2023 - 01/31/2031	

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code 65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table J														
Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Section 65915														
Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved							Units (Beds/Student Capacity) Granted	Notes
1				2	3	4							5	6
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Unit Category (SH - Student Housing)	Date	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total Additional Beds Created Due to Density Bonus	Notes
Summary Row: Start Data Entry Below														

ANNUAL ELEMENT PROGRESS REPORT

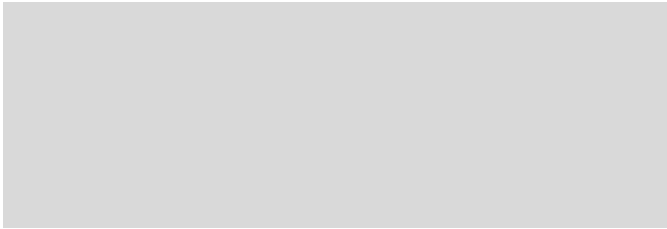
Jurisdiction	El Cerrito	
Reporting Period	2025	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

Table K
Tenant Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.		
Notes		

g approvals and production, per Government
local ordinance and supporting materials, no



Jurisdiction	El Cerrito	NOTE: This table needs to be completed with any sites within your jurisdiction that were newly added to a National, State, or Local register of historic places within the reporting year. If none, leave blank.	Note: "+" indicates an optional field Cells in grey contain auto-calculation formulas
Reporting Period	2025 (Jan. 1 - Dec. 31)		

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table L							
Historical Resources							
Parcel Identifier		Designation				Size	Notes
1		2				3	4
APN	Street Address/Intersection	Date of Designation	Designation Level	Historic Site Period	Areas of Significance	Parcel Size (in acres)	Notes
Summary Row:							

Jurisdiction	El Cerrito	
Reporting Year	2025	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT Local Early Action Planning (LEAP) Reporting (CCR Title 25 §6202)					
Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.					
Total Award Amount	\$ 150,000.00		Total award amount is auto-populated based on amounts entered in rows 15-26.		
Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
HE 2023-2031: Project Admin.	\$ 20,249.00	\$ 20,249.00	Completed	Other	Winter 2021 - Fall 2023
HE 2023-2031: Community Engagement	\$ 12,253.00	\$ 12,253.00	Completed	Other	Spring 2022 - Summer 2023
HE 2023-2031:Draft HE Preparation	\$ 65,426.00	\$ 65,426.00	Completed	Other	Spring 2022 - Summer 2023
HE 2023-2031: HCD Review	\$ 27,680.00	\$ 27,680.00	Completed	Other	Fall 2022 - Summer 2023
HE 2023-2031: Environmental Comg	\$ 11,520.00	\$ 11,520.00	Completed	Other	Spring 2022 - Summer 2023
HE 2023-2031: Final Documents & A	\$ 3,606.00	\$ 3,606.00	Completed	Other	Summer 2023
Technology Upgrade	\$ 9,266.00	\$ 9,266.00	Completed	Other	Summer 2021

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		6
Total Units		6

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	35
	Non-Deed Restricted	4
Low	Deed Restricted	34
	Non-Deed Restricted	4

Moderate	Deed Restricted	0
	Non-Deed Restricted	4
Above Moderate		5
Total Units		86

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	0
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	0
	Non-Deed Restricted	1
Low	Deed Restricted	0
	Non-Deed Restricted	2
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		37
Total Units		40

**HOUSING SUCCESSOR ANNUAL REPORT
REGARDING THE
LOW AND MODERATE INCOME HOUSING ASSET FUND
FOR FISCAL YEAR 2024/2025
PURSUANT TO
CALIFORNIA HEALTH AND SAFETY CODE SECTION 34176.1(F)
FOR THE
CITY OF EL CERRITO HOUSING SUCCESSOR**

This Housing Successor Annual Report (Report) regarding the Low and Moderate Income Housing Asset Fund (LMIHAF) has been prepared pursuant to California Health and Safety Code Section 34176.1(f). This Report sets forth certain details of the City of El Cerrito (Housing Successor) activities during Fiscal Year 2024/2025 (Fiscal Year). The purpose of this Report is to provide the governing body of the Housing Successor an annual report on the housing assets and activities of the Housing Successor under Part 1.85, Division 24 of the California Health and Safety Code, in particular sections 34176 and 34176.1 (Dissolution Law).

The following Report is based upon information prepared by Housing Successor staff and information contained within the independent financial audit of the Low and Moderate Income Housing Asset Fund (Annual Comprehensive Financial Report, or ACFR) for the Fiscal Year as prepared by Chavan & Associates, LLP (Auditor), which Audit is separate from this annual summary Report; further, this Report conforms with and is organized into sections I. through XI., inclusive, pursuant to Section 34176.1(f) of the Dissolution Law:

- I. Amounts Received and Deposited Pursuant to 34191.4(b)(3)(A):** This section provides the total amount of funds paid to the City and the amount deposited into the LMIHAF allocable to 20% of the repayments on reinstated City/Agency loans per Section 34191.4.
- II. Amount Deposited into LMIHAF:** This section provides the total amount of funds deposited into the LMIHAF during the Fiscal Year. Any amounts deposited for items listed on the Recognized Obligation Payment Schedule (ROPS) must be distinguished from the other amounts deposited.
- III. Ending Balance of LMIHAF:** This section provides a statement of the balance in the LMIHAF as of the close of the Fiscal Year. Any amounts deposited for items listed on the ROPS must be distinguished from the other amounts deposited.
- IV. Description of Expenditures from LMIHAF:** This section provides a description of the expenditures made from the LMIHAF during the Fiscal Year. The expenditures are to be categorized.

- V. Statutory Value of Assets Owned by Housing Successor:** This section provides the statutory value of real property owned by the Housing Successor, the value of loans and grants receivables, and the sum of these two amounts.
- VI. Description of Transfers:** This section describes transfers, if any, to another housing successor agency made in previous Fiscal Year(s), including whether the funds are unencumbered and the status of projects, if any, for which the transferred LMIHAF will be used. The sole purpose of the transfers must be for the development of transit priority projects, permanent supportive housing, housing for agricultural employees or special needs housing.
- VII. Projects Funded Through ROPS:** This section describes any project for which the Housing Successor receives or holds property tax revenue pursuant to the ROPS and the status of that project.
- VIII. Status of Compliance with Section 33334.16:** This section provides a status update on compliance with Section 33334.16 for interests in real property acquired by the former Redevelopment Agency prior to February 1, 2012. For interests in real property acquired on or after February 1, 2012, this section provides a status update on the project.
- IX. Description of Outstanding Obligations under Section 33413:** This section describes the outstanding inclusionary and replacement housing obligations, if any, under Section 33413 that remained outstanding prior to dissolution of the former Redevelopment Agency as of February 1, 2012 along with the Housing Successor's progress in meeting those prior obligations, if any, of the former Redevelopment Agency and how the Housing Successor's plans to meet unmet obligations, if any.
- X. Income Test:** This section provides the information required by Section 34176.1(a)(3)(B), or a description of expenditures by income restriction for five year period, with the time period beginning January 1, 2019 and whether the statutory thresholds have been met. This information is not required to be reported until 2029 for the 5-year period of FY 2024/25 through FY 2028/29.
- XI. Senior Housing Test:** This section provides the percentage of units of deed-restricted rental housing restricted to seniors and assisted individually or jointly by the Housing Successor, its former Redevelopment Agency, and its host jurisdiction within the previous 10 years in relation to the aggregate number of units of deed-restricted rental housing assisted individually or jointly by the Housing Successor, its former Redevelopment Agency and its host jurisdiction within the same time period. For this Report the ten-year period reviewed is July 1, 2015 to June 30, 2025.
- XII. Excess Surplus Test:** This section provides the amount of excess surplus in the LMIHAF, if any, and the length of time that the Housing Successor has had excess surplus, and the Housing Successor's plan for eliminating the excess surplus.

XIII. **Inventory of Homeownership Units:** This section provides a summary of covenanted homeownership units assisted by the former Redevelopment Agency or the housing successor that include an equity sharing and repayment provisions, including (a) number of units; (b) number of units lost to the portfolio in the last fiscal year and the reason for those losses, and (c) any funds returned to the housing successor pursuant to losses or repayments.

This Report is to be provided to the Housing Successor's governing body. In addition, this Report, ACFR and the former Redevelopment Agency's pre-dissolution Implementation Plans are to be made available to the public on the City's website.

I. AMOUNTS RECEIVED AND DEPOSITED PURSUANT TO 34191.4(B)(3)(A)

The former Redevelopment Agency and City did not enter into any loans that are to be repaid.

II. AMOUNT DEPOSITED INTO LMIHAF

A total of \$26,251 was deposited into the LMIHAF during the Fiscal Year. The deposits are allocated as follows:

	FY 2024/25 Totals	% of Total
Loan Payments	\$0	0%
Interest Payments	26,251	100%
Misc. Revenue		0%
Loan Payments for item listed on the ROPS ¹	0	0%
Total LMIHAF Deposits²	\$26,251	100%

III. ENDING BALANCE OF LMIHAF

At the close of the Fiscal Year, the ending balance in the LMIHAF was \$6,960,307³, of which \$105,410 is available.⁴ There are no ROPS items included in the ending balance.

IV. DESCRIPTION OF EXPENDITURES FROM LMIHAF

The following is a description of expenditures from the LMIHAF by category:

	FY 2024/25
Monitoring & Administration Expenditures	\$14,746
Homeless Prevention & Rapid Rehousing Services Expenditures	\$0
Housing Development Expenditures ⁵	
➤ Expenditures on Moderate Income Units	\$0
➤ Expenditures on Low Income Units	0
➤ Expenditures on Very-Low Income Units	0
➤ Expenditures on Extremely-Low Income Units	0
Total Housing Development Expenditures	\$0
Total LMIHAF Expenditures	\$14,746

¹ The final SERAF payment of \$167,275 was deposited in FY 2019/20.

² Expressed as cash and does not include accrued interest income, unrealized gain on investment, and accrued interest on notes receivables. Difference in values from the ACFR is due to rounding.

³ Reflects the Ending Asset Balance consisting of Cash and Investments (\$455,410), Interest Receivable (\$1,459,788), and Loans Receivable (\$5,045,108) as reported in the FY 24/25 ACFR. Does not include Liabilities or Deferred Inflows of Resources.

⁴ Refers only to cash available and excludes nonspendable portion of fund balance such as deposits and accounts payable, land and improvements held for resale.

The Housing Successor is allowed to spend up to the greater of \$263,100⁶ or 5% of the value of the Housing Assets Portfolio (defined and calculated in Section V), which totals \$325,245, on Monitoring and Administration Expenditures. The Housing Successor expended approximately 5% of the maximum allowable \$325,245 for Monitoring and Administration Expenditures, therefore the Housing Successor is in compliance.

V. STATUTORY VALUE OF ASSETS OWNED BY HOUSING SUCCESSOR IN LMIHAF

Under the Dissolution Law and for purposes of this Report, the “statutory value of real property” means the value of properties formerly held by the former Redevelopment Agency as listed on the housing asset transfer schedule approved by the Department of Finance as listed in such schedule under Section 34176(a)(2), the value of the properties transferred to the Housing Successor pursuant to Section 34181(f), and the purchase price of property(ies) purchased by the Housing Successor. Further, the value of loans and grants receivable is included in these reported assets held in the LMIHAF.

The following provides the statutory value of assets owned by the Housing Successor.

	As of End of FY 2024/25
Statutory Value of Real Property Owned by Housing Successor	\$0
Value of Loans and Grants Receivables	6,504,896
Total Value of Housing Assets	\$6,504,896

VI. DESCRIPTION OF TRANSFERS

The Housing Successor did not make any LMIHAF transfers to other Housing Successor(s) under Section 34176.1(c)(2) during the Fiscal Year.

VII. PROJECTS FUNDED THROUGH ROPS

The Housing Successor does not receive or hold property tax revenue pursuant to the ROPS for projects.

VIII. STATUS OF COMPLIANCE WITH SECTION 33334.16

Section 34176.1 provides that Section 33334.16 does not apply to interests in real property acquired by the Housing Successor on or after February 1, 2012; however, this Report presents a status update on the project related to such real property.

With respect to interests in real property acquired by the former Redevelopment Agency *prior* to February 1, 2012, the time periods described in Section 33334.16 shall be deemed to have

⁶ The expenditure cap is subject to annual Consumer Price Index (CPI) changes. In FY 2023-24 the HCD increased the expenditure cap to \$263,100 based on changes to the CPI.

commenced on the date that the Department of Finance approved the property as a housing asset in the LMIHAF; thus, as to real property acquired by the former Redevelopment Agency now held by the Housing Successor in the LMIHAF, the Housing Successor must initiate activities consistent with the development of the real property for the purpose for which it was acquired within five years of the date the DOF approved such property as a housing asset.

The Housing Successor no longer holds real property or housing asset(s) that were acquired prior to February 1, 2012.

IX. DESCRIPTION OF OUTSTANDING OBLIGATIONS PURSUANT TO SECTION 33413

Replacement Housing: According to the 2010 – 2014 Implementation Plan for the former Redevelopment Agency, no Section 33413(a) replacement housing obligations were transferred to the Housing Successor.

Inclusionary / Production Housing. According to the 2010 – 2014 Implementation Plan for the former Redevelopment Agency, no Section 33413(b) inclusionary/production housing obligations were transferred to the Housing Successor.

The former Redevelopment Agency's Implementation Plans are posted on the City's website.

X. INCOME TARGETING TEST

Section 34176.1(a)(3)(A) states that all funds remaining after the monitoring and administrative and homeless prevention and rapid rehousing services expenditures must be used for the development of housing affordable to and occupied by households earning 80% or less of the area median income (AMI), with at least 30% of these remaining funds expended for the development of rental housing affordable to and occupied by households earning 30% or less of the AMI and no more than 20% of these remaining funds expended for the development of housing affordable to and occupied by households earning between 60% and 80% of the AMI. Every five years, starting January 1, 2014, the Housing Successor must demonstrate in the annual report that expenditures during the previous five-year period complied with these requirements.

If the Housing Successor fails to comply with the Extremely-Low Income requirement in any five-year period, then the Housing Successor must ensure that at least 50% of the funds remaining in the LMIHAF be expended on households earning 30% or less of the AMI until the Housing Successor demonstrates compliance with the Extremely-Low Income requirement.

If the Housing Successor exceeds the expenditure limit for households earning between 60% and 80% of the AMI in any five year report, the Housing Successor shall not expend any of the remaining funds for households earning between 60% and 80% of the AMI until the Housing Successor demonstrates compliance with this limitation in an annual report.

For purposes of this calculation, “development” means new construction, acquisition and rehabilitation, substantial rehabilitation as defined in Section 33413, acquisition of long-term affordability covenants on multifamily units as described in Section 33413, or the preservation of an assisted housing development that is eligible for prepayment or termination or for which the expiration of rental restrictions is scheduled to occur within five years.

The FY 2023/24 report found the Housing Successor to be out of compliance with the Income Targeting Test for the period of FY 2019/20 through FY 2023/24 (Prior Reporting Period). Therefore, this information is required to be reported in every subsequent annual report until the Successor has met all of the appropriate spending thresholds.

The following table provides the Successor’s progress towards meeting the income targeting test:

Reporting Periods	Extremely-Low Income (≤30% AMI) LMIHAF Expenditures	31% - 59% AMI LMIHAF Expenditures	60% - 80% AMI LMIHAF Expenditures	Total LMIHAF Expenditures
Prior Reporting Period FY 2019/20 – FY 2023/24	\$173,583	\$255,787	\$270,630	\$700,000
Current Reporting Period				
FY 2024/25	\$0	\$0	\$0	\$0
FY 2025/26	-	-	-	-
FY 2026/27	-	-	-	-
FY 2027/28	-	-	-	-
FY 2028/29	-	-	-	-
Total LMIHAF Expended	\$173,583	\$255,787	\$270,630	\$700,000
<i>As % of Total Expenditures</i>	25%	37%	39%	100%
Minimum Requirements	At Least 30%	N/A	At Most 20%	N/A

As illustrated above, as of FY 24/25 the Successor has not expended sufficient LMIHAF towards the development of rental housing affordable to Extremely-Low Income households in order to meet the requirements of the Income Targeting Test. A description of future planned LMIHAF expenditures is as follows:

- On May 6, 2025, the City Council authorized a Predevelopment Loan Agreement in the amount of \$350,000 with ECP Parcel C East Housing Partners, LP (Developer) for Phase II of El Cerrito Plaza located at 6671 Fairmount Avenue, also known as Parcel C East - El Cerrito Plaza BART Transit-Oriented Development (Development), to provide a predevelopment loan from the LMIHAF for the construction of 84 affordable housing units for family households earning between 30-60% AMI. The El Cerrito Plaza TOD Master Plan includes a total of 6 buildings that will provide 743 new housing units, 47%

of which will be affordable. Phase I, located at 515 Richmond Street, is a six-story 100% affordable housing project that includes 69 affordable units and broke ground in November 2025. The LMIHAF will be used for the development assist the extremely low income units in the development although the City is regulating other units as a condition of the funding, at which point the Housing Successor will be in compliance with the targeting requirements.

XI. SENIOR HOUSING TEST

The Housing Successor is to calculate the percentage of units of deed-restricted rental housing restricted to seniors and assisted by the Housing Successor, the former Redevelopment Agency and/or the City within the previous 10 years in relation to the aggregate number of units of deed-restricted rental housing assisted by the Housing Successor, the former Redevelopment Agency and/or City within the same time period. If this percentage exceeds 50%, then the Housing Successor cannot expend future funds in the LMIHAF to assist additional senior housing units until the Housing Successor or City assists and construction has commenced on a number of restricted rental units that is equal to 50% of the total amount of deed-restricted rental units.

The following summarizes the number of deed-restricted rental housing units produced by the former Redevelopment Agency and the Housing Successor over the past 10 years (July 1, 2015 to June 30, 2025):

Project Name	Year Built	# of Senior Units	# of Non-Senior Units	Total # of Units
Ohlone Gardens	2015	0	56	56
Metro 510 (Creekside Walk)	2017/18	0	19	19 ⁷
Hana Gardens	2019	62	0	62
Totals		62	75	137

The following provides the Housing Successor's Senior Housing Test for the 10-year period of July 1, 2015 to June 30, 2025:

FY 2024/2025	
# of Assisted Senior Rental Units	62
# of Total Assisted Rental Units	137
Senior Housing Percentage	45%

In Fiscal Year 2024/25 a total of 45% of deed-restricted rental housing units are restricted to seniors. Thus, the Housing Successor is in compliance with the Senior Housing Test requirement.

⁷ Metro 510 (Creekside Walk) is an inclusionary housing project totaling 126 units; however, this table includes only the 19 units that were assisted by the Housing Successor with LMIHAF for the purposes of correctly calculating the Senior Housing Test.

XII. EXCESS SURPLUS TEST

Excess Surplus is defined in Section 34176.1(d) as an unencumbered amount in the account that exceeds the greater of one million dollars (\$1,000,000) or the aggregate amount deposited into the account during the Housing Successor's preceding four Fiscal Years, whichever is greater. The following provides the Excess Surplus test for the preceding four Fiscal Years:

Available Housing Funds – FY 2024/25	
FY 24/25 LMIHAF Ending Fund Balance (Section III)	\$6,960,307
(Less) Loans Receivable	(\$5,045,108)
(Less) Interest Receivable	(\$1,459,788)
Funds Committed	\$350,000
Available Housing Funds – FY 2024/25	\$105,411

Limitation on Available Housing Funds FY 2024/25	
Greater of:	
➤ Base Amount	\$1,000,000
➤ Four Years of Deposits	
FY 2020/21	\$47,351
FY 2021/22	16,886
FY 2022/23	17,734
FY 2023/24	39,928
Total Deposits	\$121,899
Limitation on Available Housing Funds	\$1,000,000

The available cash balance of \$105,410 is less than the \$1,000,000 limitation on available housing funds. Therefore, the LMIHAF does not have an Excess Surplus.

XIII. HOMEOWNERSHIP

The Housing Successor is to provide an inventory of homeownership units assisted by the former Redevelopment Agency or the Housing Successor that are subject to covenants or restrictions or to an adopted program that protects the former Redevelopment Agency's investment of moneys from the LMIHAF pursuant to Section 33334.3(f). The inventory for the Housing Successor is as follows:

- The following summarizes the current inventory of the Housing Successor's homeownership portfolio:

	# of Units
Restricted homeownership units as of June 30, 2025	0

- There was no loss of homeownership inventory during FY 2024/25.
- The Housing Successor has not contracted with an outside entity for the management of the ownership portfolio.



AGENDA BILL

Agenda Item No. 6.E.

Date: March 17, 2026
To: El Cerrito City Council
From: Aissia Ashoori, Housing-Economic Development Program Manager
Subject: A Resolution Authorizing a Prohousing Incentive Program Application

ACTION PROPOSED

Adopt a resolution authorizing the City Manager to apply for the Prohousing Incentive Program.

BACKGROUND

The California Prohousing Designation Program was established in the 2019-20 Budget Act to acknowledge the policies of local governments that promote housing development. The City of El Cerrito was designated as the 9th Prohousing jurisdiction under the program on January 23, 2023. Currently, 61 jurisdictions in the State have earned this designation.

The Prohousing Incentive Program (PIP) is administered and implemented by the California Department of Housing and Community Development (HCD). PIP was established in 2022 as a newly created funding source provided by Chapter 364, Statutes of 2017 (SB 2, Atkins), which established the Building Homes and Jobs Trust Fund. The purpose of the PIP Program is to encourage jurisdictions to pass and implement policies that accelerate housing production, promote favorable zoning and land use, reduce construction and development costs, and provide financial subsidies.

In December 2022, the PIP was launched by HCD through a [Notice of Funding Availability](#) (NOFA), Round 1, for \$25,705,545. A total of 18 jurisdictions were awarded, including El Cerrito, totaling \$33,199,891. On January 23, 2024, HCD issued its Round 2 [NOFA](#) for \$9,483,402 and 19 jurisdictions awarded totaling \$15,264,253. The PIP Round 3 [NOFA](#) was issued on August 15, 2024 for \$8,000,000 and 10 jurisdictions were awarded \$10,548,888. El Cerrito has applied in all rounds, but due to funding constraints and new jurisdictions being added, was only successful in Round 1. On September 30, 2025, the Round 4 [NOFA](#) was released with an estimated \$8,000,000 in funding. HCD requires that the City Council authorize submittal of an application for each funding round.

The PIP funding calculation is based on a combination of the base award plus the bonus award. The base award is set according to population. El Cerrito falls between 20-49,999 residents – and is eligible for \$250,000. The bonus award is calculated using the City's Prohousing Designation score of 37 multiplied by 10,000 = \$370,000 (capped at \$500,000). The maximum PIP award cannot exceed \$2 million per jurisdiction. Based on staff estimates, the City is eligible for \$620,000.

Ranked applications and funding set-asides are designated by geographical categories based on 2030 population, as detailed in Table 1. Staff would like to highlight that geographical categories receive 75% of the total NOFA funding. The remaining 25% is designated as a residual set-aside addressed further below.

Table 1: Department of Finance Population Estimates

Geographic Region	2030 Population Projections	Percent of 2030 State Population	Percent Overall Funds Available for Applicants in Region
Southern California	22,131,252	55.65%	41.73%
Bay Area	7,706,873	19.38%	14.53%
San Joaquin Valley	4,507,449	11.33%	8.50%
Sacramento Area	2,742,958	6.90%	5.17%
Central Coast	1,503,290	3.78%	2.83%
Norther State and Sierra Nevada	1,179,601	2.97%	2.22%
Totals	39,771,423	100%	75%

ANALYSIS

Leveraging grant funds for affordable housing provides the City with critical resources to support the goals and policies identified in our [2023-2031 Housing Element](#) and [Affordable Housing Strategy](#). The City's Regional Housing Needs Allocation (RHNA) assigned by HCD is for the City to create 1,391 new housing units, including 334 very low-income, 192 low-income, and 241 moderate-income opportunities over the 2023-2031 planning period. PIP funding would support affordable housing projects that are ready to advance to the pre-development phase.

On May 9, 2023, the City received an award of \$620,000 under PIP, Round 1. As noted above, El Cerrito did not receive an award for Rounds 2, 3 or 4. [PIP Program Guidelines](#) provide *"Priority will be given to Eligible Applicants that have not received PIP funds in prior funding rounds. Eligible Applicants awarded in prior funding rounds will only be eligible to receive an award once all previously unfunded Eligible Applicants receive an award."* Since there are a total of 61 PIP jurisdictions of which 47 have received PIP awards, there is a possibility that 14 jurisdictions could have priority over El Cerrito. However, there are funds available through PIP's 25% residual set-aside that may be made available to jurisdictions.

PIP applications are due March 31, 2026, and awards are anticipated to be announced in June 2026. If awarded, the City must expend all funds by June 30, 2029. The NOFA allows the City to undertake the activities listed below as it relates to housing and community development uses, including planning/implementation.

Eligible PIP uses pursuant to Health and Safety Code section 50470(b)(2)(D) are:

1. The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, and moderate-income households, including necessary operating subsidies;
2. Affordable rental and ownership housing that meets the needs of a growing workforce earning up to 120 percent of area median income, or 150 percent of area median income in high-cost areas;
3. Matching portions of funds placed into local or regional housing trust funds;
4. Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of Section 34176 of the Health and Safety Code;
5. Capitalized reserves for services connected to the creation of new permanent supportive housing, including, but not limited to, developments funded through the Veterans Housing and Homelessness Prevention Bond Act of 2014;
6. Assisting persons who are experiencing or at risk of homelessness, including providing rapid rehousing, rental assistance, navigation centers, emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing;
7. Accessibility modifications;
8. Efforts to acquire and rehabilitate foreclosed or vacant homes;
9. Homeownership opportunities, including, but not limited to, down payment assistance; and
10. Fiscal incentives or matching funds to local agencies that approve new housing for extremely low, very low, low-, and moderate-income households.

If our PIP application is successful, it will increase the City's affordable housing funding availability to leverage additional funds to support meeting our RHNA.

STRATEGIC PLAN CONSIDERATIONS

This action supports the [City's Strategic Plan Goal\(s\)](#) of:

- *Livability and Belonging*

ENVIRONMENTAL CONSIDERATIONS

Authorization of the filing of the application is not a project pursuant to the California Environmental Quality Act (CEQA). Any projects funded by the grant will be evaluated under CEQA, as applicable.

FINANCIAL CONSIDERATIONS

This section is not applicable to this agenda item.

LEGAL CONSIDERATIONS

There is not a local match required as part of the grant application. The City is required to track, report uses and expenditures annually to HCD. Funds must be expended no later than June 30, 2029. The time of City employees spent administering PIP is not eligible for funding.

Reviewed by:

A handwritten signature in blue ink, appearing to read "Karen Pinkos".

Karen Pinkos, City Manager

Attachments:

1. Resolution

RESOLUTION 2026-XX

A RESOLUTION OF THE CITY OF EL CERRITO AUTHORIZING AN APPLICATION FOR, AND RECEIPT OF, PROHOUSING INCENTIVE PROGRAM FUNDS

WHEREAS, pursuant to Health and Safety Code 50470 et. Seq, the California Department of Housing and Community Development (Department) is authorized to issue Guidelines as part of an incentive program (hereinafter referred to by the Department as the Prohousing Incentive Program or “PIP”); and

WHEREAS the City Council of the City of El Cerrito] desires to submit a PIP grant application package (“Application”), on the forms provided by the Department, for approval of grant funding for eligible activities toward planning and implementation activities related to housing and community development as a result of meeting eligibility criteria including but not limited to Prohousing Designation; and

WHEREAS, the Department has issued Guidelines and Application on September 30, 2025, in the amount of \$8,000,000 for PIP via a Notice of Funding Availability (NOFA).

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito (“Applicant”) that:

SECTION 1. The City Manager is hereby authorized and directed to submit an Application to the Department in response to the NOFA, and to apply for the PIP grant funds in a total amount not to exceed \$620,000; and

SECTION 2. In connection with the PIP grant, if the Application is approved by the Department, the City Manager of City Council of the City of El Cerrito is authorized and directed to enter into, execute, and deliver on behalf of the Applicant, a State of California Agreement (Standard Agreement) for the amount of \$620,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PIP grant, the Applicant’s obligations related thereto, and all amendments thereto; and

SECTION 3. The Applicant shall be subject to the terms and conditions as specified in the Guidelines, and the Standard Agreement provided by the Department after approval. The Application and any and all accompanying documents are incorporated in full as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the Application will be enforceable through the fully executed Standard Agreement. Pursuant to the Guidelines and in conjunction with the terms of the Standard Agreement, the Applicant hereby agrees to use the funds for eligible uses and 2 allowable expenditures in the manner presented and specifically identified in the approved Application.

BE IT FURTHER RESOLVED that this resolution shall become effective immediately upon passage and adoption.

I CERTIFY that at a special meeting on March 17, 2026 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on_____.

Holly M. Charl  ty, City Clerk

APPROVED:

Rebecca Saltzman, Mayor Pro Tem



AGENDA BILL

Agenda Item No. 6.F.

Date: March 17, 2026
To: El Cerrito City Council
From: Christina Leard, Management Analyst III/Acting Operations & Environmental Services Manager and Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department
Subject: Annual Parcel Assessment for the National Pollutant Discharge Elimination System (NPDES) Program and Drainage Maintenance Activities for Fiscal Year 2026-27

ACTION PROPOSED

Adopt a resolution establishing the annual parcel assessment for the National Pollutant Discharge Elimination System (NPDES) program and Drainage Maintenance activities at the current rate of \$38.00 per Equivalent Runoff Unit (ERU) and authorizing the Contra Costa County Flood Control & Water Conservation District to adopt Stormwater Utility Area (SUA) levies based on said amount for Fiscal Year (FY) 2026-27.

BACKGROUND

Under the 1987 amendments to the Federal Water Pollution Control Act (Clean Water Act), all jurisdictions in the United States are responsible for ensuring compliance with the NPDES program. The State Water Resources Control Board grants regulatory responsibilities for water quality to the Regional Water Quality Control Boards in nine regions throughout California. In the Bay Area, the San Francisco Bay Regional Water Quality Control Board (Water Board) regulates the discharge of stormwater runoff from the municipal separate storm sewer systems (MS4) draining into San Francisco Bay through a Municipal Regional Permit (MRP). The MRP covers Alameda, Contra Costa, Santa Clara and San Mateo counties, as well as the cities of Fairfield, Suisun, and Vallejo. In Contra Costa County, the Contra Costa Clean Water Program (CWP) coordinates regional compliance and collaborates on programmatic components of the MRP. The CWP is comprised of Contra Costa County, its 19 incorporated cities and towns, and the County Flood Control and Water Conservation District. Working with the member jurisdictions, the CWP provides services designed to protect water quality by keeping trash and other pollutants from entering drainage systems that ultimately make their way into local creeks, reservoirs, lakes, and the Bay. Additionally, the CWP coordinates many compliance activities as a region that would otherwise be challenging for member jurisdictions to implement on their own.

Municipal Regional Permit

The City's Clean Water Program is currently governed by the Municipal Regional Permit Order No. R2-2022-0018 and Order No. R2-2023-0019, which became effective July 1, 2022, and expire in June 2027, superseding the previous "MRP 2.0" (2015).

The current permit ("MRP 3.0") expands upon previous permit requirements to conduct specific stormwater management actions regarding trash load reduction and pollutant monitoring and has an increased focus on reducing other Pollutants of Concern (POCs).

MRP 3.0 includes costly mandates relating to:

- Tracking encampments and addressing illegal dumping, illicit discharges, and other stormwater concerns stemming from unsheltered populations
- Developing and implementing the use of new expansive asset management programs and software for stormwater assets
- Constructing rain gardens and other green infrastructure at higher levels, including in roads and transportation projects
- Reducing trash reduction credits for existing source control policies (e.g., single-use bag ban and foodware ordinance) and creek cleanups, while maintaining the target to achieve a 100% trash load reduction, thereby making it more expensive and challenging to maintain compliance
- Implementation of a program, including potentially an ordinance, to require large privately-owned parking lots to install and maintain trash capture devices
- Including some new single-family homes as regulated development projects that require stormwater control plans and ongoing inspections
- Implementing new best management practices, standard operating procedures, and reporting for discharges of water and foam used in emergency firefighting applications
- Increased water quality monitoring region-wide
- Increased reporting requirements in almost all sections of the MRP.

Annual Compliance

The City actively complies with all existing MRP requirements, including those related to Municipal Operations and Integrated Pest Management, Illicit Discharge Detection and Elimination, New Development and Redevelopment, Green Infrastructure, Public Outreach and Education, Construction Site Controls, Industrial and Commercial Site Controls, and managing Pollutants of Concern (e.g., polychlorinated biphenyls or PCB's).

Specific Clean Water Program activities are coordinated and carried out primarily by the Public Works Department, with assistance from the Community Development Department. Additionally, new requirements to monitor emergency discharges from firefighting water require coordination with the Fire Department.

In September 2025, City Staff submitted the FY 2024-25 Annual Report for the City's Clean Water Program to the Regional Water Quality Control Board covering the third year of MRP 3.0. The report highlighted El Cerrito's continued efforts to meet the requirements of the MRP. Notable highlights included: continuation of the City's moratorium on the use of glyphosate in all City landscapes; City Staff's successful

review and monitoring of a growing number of stormwater projects built alongside new development; a calculated 100% trash load reduction through FY 2024-25 under the MRP 3.0 approved formula; and, a robust public outreach and education campaign. Every year, this report highlights the significant efforts undertaken by the City to meet the requirements of our permit. The City's entire FY 2024-25 Annual Report, along with the Contra Costa County CWP Annual Report is available for viewing at www.el-cerrito.org/npdes.

Increasing Demands

The City successfully achieved compliance with the requirements of the prior permit, MRP 2.0, and continues to make progress toward meeting the expanded obligations of MRP 3.0. However, the current permit includes significantly more complex and resource-intensive requirements, resulting in increased programmatic costs and ongoing fiscal impacts. Compliance with MRP 3.0 has required additional staffing capacity, consultant support, and operating expenditures to implement new programs, conduct expanded monitoring and inspections, and prepare more detailed regulatory reporting.

One notable cost driver is the change to the trash load reduction program. Although the City has demonstrated strong performance in reducing trash impacts in recent years, the current permit eliminates credits for certain source control policies such as single-use plastic bag bans and volunteer cleanup activities effective July 1, 2025. This change has reduced the City's credited trash load reductions by approximately 10 percent in the current fiscal year, placing the City below the required compliance threshold. To offset this loss of credit, the City must pursue more capital- and labor-intensive strategies, including a combination of one or more of the following: the installation of more substantial trash capture infrastructure, the expansion of visual trash assessment efforts, and the implementation of additional cleanup programs.

In addition, MRP 3.0 requires the City to inspect privately owned parking lots, also referred to as Private Land Drainage Areas (PLDAs), that generate moderate, high, or very high levels of trash and discharge to storm drain inlets. While property owners are responsible for installing and maintaining trash control measures or implementing alternative trash management practices, the City bears the administrative, inspection, enforcement, and compliance tracking costs associated with this requirement. These activities further increase staff workload and ongoing operational expenses.

Collectively, the expanded requirements under MRP 3.0 represent a substantial increase in both near-term and long-term costs compared to the previous permit term. City Staff is working with the CWP to detail out these costs. Looking ahead, the current permit is scheduled to expire in June 2027, and regional discussions for the next permit cycle (MRP 4.0) are already underway. Early indications suggest that future permit requirements may further expand program scope and associated costs, underscoring the importance of evaluating sustainable funding mechanisms and cost-effective compliance strategies.

ANALYSIS

Currently, El Cerrito's NPDES compliance activities are funded by a combination of countywide Stormwater Utility Area (SUA) assessment funds, the City's Measure J Storm Drain funds, and the General Fund. The SUA is levied by the County in most CWP jurisdictions and provides funds for clean water activities in the member jurisdictions, as well as activities at the countywide level. The total annual amount generated countywide by the SUA is approximately \$16 million (Attachment 2).

Each year, the per parcel rate for the SUA must be re-established by the County Board of Supervisors, which acts as the governing body for the Flood Control and Water Conservation District and, thus, the CWP. Each local jurisdiction must first adopt a resolution determining the appropriate assessment for its jurisdiction and then forward that instructing resolution to the Contra Costa County Flood Control and Water Conservation District. The Flood Control and Water Conservation District has requested the resolution be adopted by the City and sent no later than March 31, 2026, so that the County has sufficient time to place the assessment on the property tax rolls for the upcoming fiscal year.

Specific SUA assessments are calculated through determining Equivalent Runoff Units (ERUs). An ERU is a value that reflects the amount of impervious (paved) surface of a given parcel. Impervious surfaces result in stormwater runoff to the storm drain system, which potentially carries pollutants to the Bay and into the groundwater. Parcels that contain large areas of paved surfaces are assigned a greater number of ERUs. Residential lots in El Cerrito between 5,000 to 20,000 square feet in size are assigned one (1) ERU. Industrial or commercial parcels with paved parking or other impervious surfaces are assigned two (2) or more ERUs depending on their size.

In 1993, when the County SUA was established, the City's assessment was \$14 per ERU (Attachment 4). The City's current rate of \$38 per ERU was approved by the City Council in Fiscal Year (FY) 2004-05. Per the County Ordinance which adopted the SUA, \$38 is the maximum rate that can be assessed in El Cerrito. All municipalities in Contra Costa County have reached their maximum rates allowed.

In FY 2026-27, the County estimates that El Cerrito's rate of \$38 will generate \$416,996 for NPDES compliance (Attachment 2), based on data from the current fiscal year, FY 2025-26. Of these revenues, an estimated \$89,316 (21.4%) is allocated for CWP regional compliance activities and \$327,680 (78.6%) is allocated to El Cerrito to fund local compliance activities. This year's allocation for regional efforts through the CWP is similar to last year; last year the allocation was 21.3%. The City's share of the CWP's total program costs is 2.23% (Attachment 3). In addition, a 2% administrative and overhead charge, totaling approximately \$8,340, is deducted from the City's return-to-source allocation, further reducing the funds available for local stormwater compliance activities.

The CWP uses its portion of the SUA funds to assist local jurisdictions with MRP compliance by performing work that is more cost-effective when done at the countywide level. Examples from prior years include regional public outreach campaigns, regional water quality and creeks monitoring, development of Geographical Information System tracking tools for reporting pollutant load reductions, development of the C.3 Guidebook for developers and City Staff, coordinating municipal staff training, support in development and submittal of the Annual Report. Due to MRP 3.0, these activities have increased and include applying for and administering regional grants, participation in regional workgroups to develop Best Management Practices (BMPs) for monitoring emergency discharges from firefighting water as well as BMPs for monitoring and reducing discharges from unsheltered populations, developing a framework for asset management and cost-reporting, and other activities that assist member agencies in complying with the MRP.

Notably, the CWP is leading a study that is evaluating the potential creation of a Joint Powers Authority (JPA) to implement a Contra Costa County Regional Alternative Compliance (RAC) System, an innovative, regionally supported approach to fulfilling state-mandated stormwater treatment obligations related to green infrastructure, developed through a partnership with the U.S. Environmental Protection Agency (EPA) and the San Francisco Bay Regional Water Quality Control Board. Many of the cities in the program, including El Cerrito, are participating in the study.

The CWP also pays dues, on behalf of the local jurisdictions, to the San Francisco Bay Regional Monitoring Program for Trace Substances and to the California Stormwater Quality Association. These groups provide training, monitoring, and research activities that are mandated under the MRP.

The City's allocation for the CWP has remained level over the last four years but is expected to increase over the course of the current permit term and future permit term as costs of compliance are rising. Due to the need for additional countywide efforts to meet permit requirements, including efforts that are more cost-effective on a regional scale, the CWP has used the CWP's currently healthy reserve fund in order to maintain the amounts returned to cities as close to the past levels as possible. However, in the near future, the CWP and participating cities will need to reconsider this approach.

STRATEGIC PLAN CONSIDERATIONS

This action supports the [City's Strategic Plan Goal\(s\)](#) of:

- *Infrastructure and Amenities; and*
- *Environmental Sustainability.*

ENVIRONMENTAL CONSIDERATIONS

Establishing the annual amount and authorizing the Contra Costa County Flood Control & Water Conservation District to adopt SUA levies does not constitute a "project" as defined in the California Environmental Quality Act (CEQA) and its Guidelines, under

the general rule that CEQA applies only to actions that have the potential to cause a significant effect on the environment. In this case, the City of El Cerrito City Council is only authorizing the amount of the annual parcel assessment for the NPDES program. Additionally, pursuant to Section 15273 of the CEQA Guidelines, the establishment of charges for the purpose of meeting operating expenses is categorically exempt. Any potential project funded by the annual assessment will be reviewed under CEQA prior to approval.

FINANCIAL CONSIDERATIONS

Staff is requesting adoption of the maximum rate of \$38.00 per ERU for FY 2026-27, which would generate an estimated \$416,996 in SUA revenues, of which approximately \$319,340 will be returned to the City and included in the FY 2026-27 budget under the NPDES Fund (202). If adopted by the City Council, the Contra Costa County Board of Supervisors will adopt the annual property assessments for the FY 2026-27 tax rolls.

The City Council appropriates expenditures of these funds as part of its annual budget process. Expenditures in the NPDES Fund include Engineering and Maintenance personnel, professional and technical services for monitoring, testing, and assessments, State permitting fees, specialized maintenance services, and City administration. Over the last several years, annual expenditures have exceeded SUA revenues and one-time Monsanto settlement funds, as described below, have been used to meet expanding permit requirements along with other cost escalation factors. City expenditures over FY 2023-24 and FY 2024-25 have been approximately \$355,000. Due to the Monsanto settlement funds, the NPDES Fund had a balance of \$528,169 at the end of FY 2024-25. FY 2025-26 Adopted Budget expenditures total \$439,245. City staff anticipates proposing use of the FY 2025-26 fund balance along with SUA revenues to cover anticipated expenditures in the next two fiscal years.

City Funding

Currently, all of the City's Clean Water Program activities are supported by the NPDES Fund, the City's Measure J Storm Drain Fund, and the General Fund. Given the escalation of MRP requirements, increasing costs to directly implement mandated programs as a City, the relatively flat SUA funding generated by the fixed ERU rate established over 20 years ago, and potentially a reduced amount of SUA funds returned to the City, additional funding sources will need to be identified regionally or internally if the City is to stay in compliance during the current and future permit terms. Various efforts have been made by the City, CWP, and others to increase funding for clean water activities of local governments.

Monsanto Settlement

In November 2022, the City opted-in to a settlement agreement regarding the City of Long Beach v. Monsanto lawsuit, a federal class action lawsuit related to damages caused by polychlorinated biphenyls (PCBs) in which the City was one of more than 2,500 plaintiff class members, and accepted \$310,316 from the settlement's "Total Maximum Daily Load" Fund. The case alleged claims against Monsanto for the costs that government entities have incurred or will incur for testing and monitoring water

quality, removing PCBs from sediment areas, reducing PCB levels in stormwater, and complying with other applicable regulations. The City received the first settlement payment in March 2024.

In October 2024, the City received an additional \$69,440 from the Monsanto settlement after advocating for this funding because the settlement administrator made an error in their initial award. Additionally, the settlement agreement also allowed the City to apply for a portion of a \$50 million "Special Needs Fund" given the City was able to show that it is affected by special circumstances and deserves a larger award. Staff submitted an application for an award from that fund in April 2024 and received an additional \$150,000 in May 2025. The revenues were accepted into the NPDES Fund and the expenditure appropriation was approved by the City Council as part of the Adopted Biennial Budget for Fiscal Year 2024-25 and 2025-26 for activities associated with the case and thereby supporting NPDES compliance.

Other Funding Efforts

CWP Staff are exploring viable options for additional stormwater funding and have sought input from the Contra Costa County City Managers. Additionally, in March 2025, the Commission on State Mandates (CSM) adopted a Decision and Parameters and Guidelines document confirming that certain activities required by the Permit constituted state-mandated programs eligible for reimbursement. CWP and City Staff will pursue available state reimbursement funding by preparing and submitting claims for eligible permit-related activities in accordance with the Commission on State Mandates' adopted Parameters and Guidelines.

While City Staff continue to actively monitor and, in coordination with the CWP, contest increasing State mandates that require local government compliance without a dedicated funding source, the potential cost and fines associated with non-compliance are significant. For this reason, City Staff has kept program costs at the lowest possible level while still meeting MRP requirements to date. City Staff will update the City Council as resource needs and longer-term funding options become clearer.

LEGAL CONSIDERATIONS

The proposed actions are consistent with established processes for City adoption of the annual ERU rate. The City Attorney has reviewed and approved the proposed action.

Reviewed by:



Karen Pinkos, City Manager

Attachments:

1. Resolution

2. Contra Costa Clean Water Program Return to Source Percentages
3. Contra Costa Clean Water Program Group Costs Methodology and Allocation
4. Stormwater Utility Area Formation County Engineer Report

RESOLUTION 2026-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO ESTABLISHING THE ANNUAL PARCEL ASSESSMENT FOR THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PROGRAM AND DRAINAGE MAINTENANCE ACTIVITIES AT THE CURRENT RATE OF \$38.00 PER EQUIVALENT RUNOFF UNIT AND AUTHORIZING THE CONTRA COSTA COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT TO ADOPT STORMWATER UTILITY AREA LEVIES BASED ON SAID AMOUNT IN FISCAL YEAR 2026-27.

WHEREAS, under the Federal Water Pollution Control Act, prescribed discharges of stormwater require a permit from the appropriate California Regional Water Quality Board under the National Pollutant Discharge Elimination System (NPDES) program; and

WHEREAS, Order No. R2-2022-0018 and Order No. R2-2023-0019, NPDES Permit No. CAS612008, issuing waste discharge requirements under the San Francisco Bay Municipal Regional Stormwater Permit (MRP) to the Cities, Flood Control Districts and County agencies located in Alameda, Contra Costa, Santa Clara, and San Mateo Counties, as well as the cities of Fairfield, Suisun and Vallejo, includes the implementation of selected Best Management Practices to minimize or eliminate pollutants from entering storm waters; and

WHEREAS, at the request of the City of El Cerrito, the Contra Costa County Flood Control and Water Conservation District (District) has completed the process for formation of a Stormwater Utility Area (SUA), including the adoption of the Stormwater Utility Assessment Drainage Ordinance No. 93-47; and

WHEREAS, it is the intent of the City of El Cerrito to utilize funds received from its SUA for implementation of the NPDES program and drainage maintenance activities; and

WHEREAS, the SUA and Program Group Costs Payment Agreement between the City of El Cerrito and the District requires that the City of El Cerrito annually determine the rate to be assessed to a single Equivalent Runoff Unit (ERU) for the forthcoming fiscal year and the District has requested the approved resolutions by March 31, 2026.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of El Cerrito does determine that the rate to be assigned to a single ERU for Fiscal Year 2026-27 shall be set at \$38.00.

BE IT FURTHER RESOLVED, the City Council of the City of El Cerrito does hereby request the District to adopt SUA levies based on said amount.

BE IT FURTHER RESOLVED, that this Resolution shall become effective immediately upon passage and adoption.

I CERTIFY that at a special meeting on March 17, 2026 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on _____.

Holly M. Charléty, City Clerk

APPROVED:

Rebecca Saltzman, Mayor Pro Tem

**Agenda Item No. 6.F.
Attachment 2**

Contra Costa Clean Water Program Stormwater Utility Assessment (SUA) Revenue, Cost Allocations, and SUA Revenue Return-to-Source (RTS) Updated (2/3/2026)													
Stormwater Utility Assessment (SUA) Revenue¹ (FY 2025/26)		FY 21/22 Budget Cap \$3,500,000		FY 22/23 Budget Cap \$3,500,000		FY 23/24 Budget Cap \$3,500,000		FY 24/25 Budget Cap \$4,000,000		Adopted FY 25/26 Budget Cap \$4,000,000		Proposed FY 26/27 Budget Cap \$4,000,000	
		Allocation⁷	% RTS¹³	Allocation⁸	% RTS¹³	Allocation⁹	% RTS¹³	Allocation¹⁰	% RTS¹³	Allocation¹¹	% RTS¹³	Allocation¹²	% RTS¹³
Antioch	\$ 1,287,751	\$341,395	73.5	\$342,303	73.4	\$348,240	73.0	\$402,359	68.8	\$403,382	68.7	\$407,416	68.4
Brentwood		\$197,573		\$200,493		\$194,714		\$224,852		\$226,093		\$228,354	
Clayton	\$ 128,171	\$34,397	73.2	\$34,179	73.3	\$32,874	74.4	\$37,175	71.0	\$37,268	70.9	\$37,640	70.6
Concord	\$ 2,118,198	\$394,865	81.4	\$392,125	81.5	\$374,145	82.3	\$425,474	79.9	\$423,898	80.0	\$428,137	79.8
Danville	\$ 574,177	\$133,123	76.8	\$133,181	76.8	\$131,193	77.2	\$149,254	74.0	\$148,495	74.1	\$149,980	73.9
El Cerrito	\$ 416,996	\$75,709	81.8	\$75,366	81.9	\$77,623	81.4	\$88,821	78.7	\$89,654	78.5	\$89,316	78.6
Hercules	\$ 322,451	\$77,460	76.0	\$78,454	75.7	\$78,957	75.5	\$91,655	71.6	\$90,921	71.8	\$91,830	71.5
Lafayette	\$ 477,273	\$77,685	83.7	\$76,919	83.9	\$75,849	84.1	\$87,148	81.7	\$86,543	81.9	\$87,408	81.7
Martinez	\$ 710,399	\$112,583	84.2	\$111,708	84.3	\$111,692	84.3	\$127,366	82.1	\$127,117	82.1	\$128,388	81.9
Moraga	\$ 293,117	\$51,416	82.5	\$51,020	82.6	\$51,764	82.3	\$58,878	79.9	\$58,551	80.0	\$59,136	79.8
Oakley	\$ 569,153	\$128,830	77.4	\$130,114	77.1	\$134,767	76.3	\$156,824	72.4	\$159,550	72.0	\$161,145	71.7
Orinda	\$ 390,209	\$57,675	85.2	\$57,870	85.2	\$58,945	84.9	\$67,006	82.8	\$66,948	82.8	\$67,617	82.7
Pinole	\$ 322,667	\$59,180	81.7	\$58,752	81.8	\$56,373	82.5	\$63,587	80.3	\$63,463	80.3	\$64,097	80.1
Pittsburg	\$ 1,246,497	\$225,496	81.9	\$225,976	81.9	\$227,439	81.8	\$260,737	79.1	\$261,934	79.0	\$264,553	78.8
Pleasant Hill	\$ 493,162	\$103,969	78.9	\$103,536	79.0	\$102,970	79.1	\$116,401	76.4	\$116,348	76.4	\$117,512	76.2
Richmond		\$337,442		\$334,059		\$346,470		\$395,653		\$393,276		\$397,208	
San Pablo	\$ 438,933	\$95,310	78.3	\$94,157	78.5	\$95,356	78.3	\$109,096	75.1	\$108,450	75.3	\$109,535	75.0
San Ramon	\$ 1,239,700	\$252,187	79.7	\$254,383	79.5	\$253,658	79.5	\$288,833	76.7	\$287,888	76.8	\$290,767	76.5
Walnut Creek	\$ 1,302,395	\$214,995	83.5	\$216,327	83.4	\$211,506	83.8	\$241,345	81.5	\$242,217	81.4	\$244,639	81.2
CC County	\$ 3,679,595	\$528,710	85.6	\$529,080	85.6	\$535,464	85.4	\$607,536	83.5	\$608,006	83.5	\$614,087	83.3
Total	\$ 16,010,843												
¹ . Total Stormwater Utility Assessment (SUA) revenue based on FY 202/24. SUA revenue may increase annually due to new development activity. ⁷ . Allocation of costs based on CA Department of Finance Population Figures - January 1, 2020. ⁸ . Allocation of costs based on CA Department of Finance Population Figures - January 1, 2021. ⁹ . Allocation of costs based on CA Department of Finance Population Figures - January 1, 2022. ¹⁰ . Allocation of costs based on CA Department of Finance Population Figures - January 1, 2023. ¹¹ . Allocation of costs based on CA Department of Finance Population Figures - January 1, 2024. ¹² . Allocation of costs based on CA Department of Finance Population Figures - January 1, 2025. ¹³ . Percentage of Stormwater Utility Assessment (SUA) revenue Returned-to-Source (RTS). = No SUA. Stormwater funding from other sources.													

**CONTRA COSTA CLEAN WATER PROGRAM
GROUP COSTS METHODOLOGY & ALLOCATION
FOR FISCAL YEAR 2026/27**

City/County/State	January 1, 2024	January 1, 2025 ⁽¹⁾	Percent Change	Prorated % of Program ⁽²⁾	SUA Budget ⁽³⁾ Allocation
CONTRA COSTA COUNTY	1,158,249	1,158,225	0.00%		\$ 4,000,000
ANTIOCH	116,177	116,781	0.5	10.08%	\$ 403,310
BRENTWOOD	65,353	65,747	0.6	5.68%	\$ 227,061
CLAYTON	10,793	10,743	-0.5	0.93%	\$ 37,102
CONCORD	123,074	122,650	-0.3	10.59%	\$ 423,579
DANVILLE	43,030	42,960	-0.2	3.71%	\$ 148,365
EL CERRITO	25,943	25,862	-0.3	2.23%	\$ 89,316
HERCULES	26,357	26,225	-0.5	2.26%	\$ 90,570
LAFAYETTE	25,073	25,054	-0.1	2.16%	\$ 86,526
MARTINEZ	36,871	36,817	-0.1	3.18%	\$ 127,150
MORAGA	16,973	16,637	-2.0	1.44%	\$ 57,457
OAKLEY	46,218	46,826	1.3	4.04%	\$ 161,716
ORINDA	19,395	19,351	-0.2	1.67%	\$ 66,830
PINOLE	18,344	18,261	-0.5	1.58%	\$ 63,065
PITTSBURG	75,887	76,374	0.6	6.59%	\$ 263,762
PLEASANT HILL	33,694	33,601	-0.3	2.90%	\$ 116,043
RICHMOND	113,872	113,594	-0.2	9.81%	\$ 392,304
SAN PABLO	31,450	31,507	0.2	2.72%	\$ 108,811
SAN RAMON	83,245	83,391	0.2	7.20%	\$ 287,996
WALNUT CREEK	70,238	69,927	-0.4	6.04%	\$ 241,497
UNINCORP. COUNTY	176,262	175,917	-0.2	15.19%	\$ 607,540
				100.00%	\$ 4,000,000

1. Population estimate based on State of California Department of Finance (E-1) City/County projections- January 1, 2026.
Figures are updated in May of each year.
2. Percentages based on prorata of population.
3. SUA funds allocated for budget purposes, which by policy is set at \$4M.

TO: BOARD OF SUPERVISORS, AS THE GOVERNING BODY OF CONTRA COSTA
COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT

FROM: J. MICHAEL WALFORD, CHIEF ENGINEER

DATE: June 22, 1993

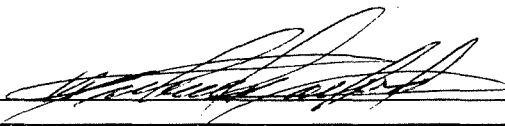
SUBJECT: CHIEF ENGINEER'S REPORT ON FORMATION OF STORMWATER UTILITY AREAS AND
ADOPTION OF ANNUAL ASSESSMENTS

SPECIFIC REQUEST(S) OR RECOMMENDATION(S) & BACKGROUND AND JUSTIFICATION

I. Recommended Action:

1. ACCEPT Chief Engineer's report on the tabulation of the protests against the proposed Stormwater Utility Assessments;
2. FIND that the number of protests received for each Stormwater Utility Area represent less than fifty (50) percent of the area;
3. DETERMINE the formation of the Stormwater Utility Areas is not subject to the California Environmental Quality Act (CEQA) pursuant to Section 15061 (b)(3) Article 5, CEQA Guidelines. DIRECT the Community Development Director to file a notice of Exemption.
4. APPROVE the resolutions establishing the seventeen (17) Stormwater Utility Areas; and
5. ADOPT the Ordinance establishing Stormwater Utility Assessments in the seventeen (17) Stormwater Utility Areas with the stipulation that the Equivalent Runoff Unit (ERU) rate for the unincorporated County area shall be \$16.20 for Fiscal Year 1993-94 (a ten percent reduction from the proposed rate of \$18/ERU.)

Continued on Attachment: X

SIGNATURE: 

 RECOMMENDATION OF COUNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE
 APPROVE OTHER

SIGNATURE(S):

ACTION OF BOARD ON JUN 22 1993 APPROVED AS RECOMMENDED X OTHER

VOTE OF SUPERVISORS

X UNANIMOUS (ABSENT)
 AYES: NOES:
 ABSENT: ABSTAIN:

MFK:lv:fp:sj
 c:NPDES\22.t6

Orig. Div: Public Works (FC)
 Contact: Milton Kubicek, 313-2203
 cc: County Administrator
 County Auditor
 County Counsel
 PW - Flood Control

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: JUN 22 1993
 PHIL BATCHELOR, Clerk of the Board
 of Supervisors and County Administrator

By Barbara Sidari, Deputy

II. Financial Impact:

The proposed Stormwater Utility Assessments will raise approximately \$8,052,900 to fund the National Pollutant Discharge Elimination System (NPDES) permit activities including drainage system maintenance for the following cities and unincorporated Contra Costa County areas:

Antioch	El Cerrito	Moraga	Pleasant Hill
Clayton	Hercules	Orinda	San Pablo
Concord	Lafayette	Pinole	San Ramon
Danville	Martinez	Pittsburg	Walnut Creek

III. Reasons for Recommendations and Background:

Contra Costa County, its incorporated cities and the Contra Costa County Flood Control and Water Conservation District decided approximately two years ago to collectively apply for a Joint Municipal National Pollutant Discharge Elimination System (NPDES) Permit. This is federally mandated through the Clean Water Act which was amended in 1987 to specifically address stormwater pollution. There are three parts to the Permit. The Part I Application representing reconnaissance level activities by each municipality was submitted to the San Francisco Bay and Central Valley Regional Water Quality Control Boards on May 18, 1992. The Part II Application represented the development of each municipality's Stormwater Management Plan which was submitted to the Regional Boards on May 17, 1993. The Stormwater Management Plan seeks to reduce or radically eliminate pollutants from entering or reaching the storm sewer system. The third phase of the process is the actual promulgation of the Permit.

The Permit is for five years (1993 to 1998) requiring each municipality to implement their approved Stormwater Management Plan. The Regional Boards have indicated the need for a "restricted" funding source to finance implementation costs. Therefore, Contra Costa County proposed legislation providing a financing option for municipalities to use through the Contra Costa County Flood Control and Water Conservation District. The bill, AB 2768 (Campbell), was passed by the legislature and signed by Governor Pete Wilson on August 30, 1992. The legislation specifically allows a municipality to request formation of a Stormwater Utility Area within their incorporated boundaries and establish an assessment to pay for implementation costs.

The Board of Supervisors, acting as the Contra Costa County Flood Control and Water Conservation District, provided public notice to all affected property owners before considering the establishment of the Stormwater Utility Areas and assessments. The Board of Supervisors acting on behalf of Contra Costa County has also taken specific actions establishing the Stormwater Utility Area and assessment for the unincorporated portion of the County. Should there be a fifty percent (50%) protest against the Stormwater Utility Areas formations and assessments, the Board of Supervisors would have to abandon this form of financing. Due to the inability to create any new assessments for the 1993-94 Fiscal Year, the likely alternative funding source would be the General Fund.

Public notices were sent to approximately 238,234 parcel owners. State legislation (SB1977 - Bergeson) requires at least 45 day notice to parcel owners before the governing board considers any new or increased assessments. This requirement was met and informed parcel owners of two public hearings which were held on June 10 and 15, 1993. Approximately 28,170 recorded protests have been received. This represents approximately 11.8% of the total number of parcel owners who received public notices. The recorded protest includes those legally acceptable and those that appear acceptable but presently are questionable. The reason this figure is used is to provide a "worse case" scenario to the Board of Supervisors regarding the amount of protests per stormwater utility area. A copy of all written protests are retained in the office of the Contra Costa County Clerk of the Board located at 651 Pine Street, Martinez, California. A majority protest by the owners of more than 50% in area of the territories to be included in the stormwater utility area would cause the assessment to be abandoned for that particular area. This has not occurred. The following two charts highlight the total "assessable" and "total" area per stormwater utility area:

Formation of Stormwater Utility Areas
and Adoption of Annual Assessments
June 22, 1993
Page -3-

Tax Rate Area	Area Protested	Total Assessable Area	Percentage*
01 City of Antioch	806	5,542	14.5
02 City of Concord	1,278	8,235	15.5
03 City of El Cerrito	150	1,801	8.3
04 City of Hercules	165	1,380	12.0
05 City of Martinez	703	3,392	20.7
06 City of Pinole	191	1,570	12.2
07 City of Pittsburg	775	3,964	19.5
09 City of Walnut Creek	785	5,979	13.1
11 City of San Pablo	194	1,408	13.8
12 City of Pleasant Hill	419	2,830	14.8
13 City of Clayton	138	1,307	10.5
14 City of Lafayette	587	4,833	12.1
15 Town of Moraga	599	2,386	25.1
16 Town of Danville	501	4,548	11.0
17 City of San Ramon	577	3,677	15.7
18 City of Orinda	361	3,440	10.5
50 Unincorporated County	5,358	31,050	17.2

Tax Rate Area	Area Protested	Total Area	Percentage*
01 City of Antioch	806	18,000	4.4
02 City of Concord	1,278	14,954	8.5
03 City of El Cerrito	150	2,706	5.5
04 City of Hercules	165	4,115	4.0
05 City of Martinez	703	7,196	9.7
06 City of Pinole	191	3,105	6.1
07 City of Pittsburg	775	10,221	7.5
09 City of Walnut Creek	785	14,511	5.4
11 City of San Pablo	194	1,711	11.3
12 City of Pleasant Hill	419	3,708	11.3
13 City of Clayton	138	3,185	4.3
14 City of Lafayette	587	9,583	6.1
15 Town of Moraga	599	9,579	6.2
16 Town of Danville	501	11,037	4.5
17 City of San Ramon	577	9,351	6.1
18 City of Orinda	361	10,521	3.4
50 Unincorporated County	5,358	417,315	1.2

The "total assessable area" provides the worse case scenario for determining if a majority protest exists. Based on these amounts, a majority protest does not exist for any stormwater utility area.

The process used to record protests included a specific database based on the 1992 equalized tax roll indicating parcel ownership, address, notification address, acreage, land use, proposed assessment, etc. Two "hotlines" were established so the general public could have immediate access to information. During the ten weeks between mailing of the public notices and the June 15th public hearing, approximately 500 telephone call were received. Two trained operators were able to handle the majority of the problems. Questions that were encountered were based primarily on the accuracy of the Land Information and the Public Works Automated Mapping Systems. These included problems dealing with parcel ownership, acreage of the parcel and the appropriate land use. Should the Board of Supervisors approve the Stormwater Utility Areas and Assessments than field inspection activities would immediately commence. All known problems will be reviewed and corrections made prior to the promulgation of the assessments for the 1993-94 Fiscal Year. Specific problems pertaining to reclamation districts, the Oakley-Knightsen area and St. Mary's College will be resolved prior to this promulgation.

IV. Consequences of Negative Action:

The Environmental Protection Agency promulgated the National Pollutant Discharge Elimination Discharge System (NPDES) Permit Application Regulations for stormwater discharges on November 16, 1990 (40 CFR Parts 122, 123 and 124). Contra Costa County and the City of Concord were specifically identified in the Federal Register as needing a Municipal NPDES Permit. The legislation also permitted the State of California to make a finding if stormwater discharge was a "... significant contributor of pollutants to the waters of the United States" then these municipalities would also need to obtain a Municipal NPDES Permit. Such a finding was made requiring all municipalities within the San Francisco Bay Regional Water Quality Control Board's jurisdiction in Contra Costa County to obtain Municipal NPDES Permits.

All affected municipalities excluding the City of Richmond have opted to utilize the financing method contained in Assembly Bill 2768 (Campbell). This means each municipality is specifically requesting the formation of a Stormwater Utility Area within their incorporated boundaries, have established an assessment for Fiscal Year 1993-94 and set a maximum rate of assessment. Should the Board of Supervisors acting as the Contra Costa County Flood Control and Water Conservation District fail to proceed with this assessment, then it would create immediate financial chaos. All participating municipalities are expecting the Board of Supervisors to approve the formation of Stormwater Utility Areas and assessments if a majority protest does not materialize. If the AB 2768 financing mechanism is not implemented, then municipalities would need to resort to general revenue financing. This would further exasperate the financial dilemma all municipalities are facing with cut-backs from the State to local governments.

ORDINANCE NO. 93-47

AN ORDINANCE OF THE CONTRA COSTA COUNTY FLOOD CONTROL
AND WATER CONSERVATION DISTRICT
IMPOSING STORM WATER UTILITY ASSESSMENTS FOR
STORMWATER UTILITY AREAS:

1-(Antioch), 2-(Clayton), 3-(Concord), 4-(Danville), 5-(El Cerrito),
6-(Hercules), 7-(Lafayette), 8-(Martinez), 9-(Moraga), 10-(Orinda),
11-(Pinole), 12-(Pittsburg), 13-(Pleasant Hill), 14-(San Pablo),
15-(San Ramon), 16-(Walnut Creek), and 17-(Unincorporated County)

The Board of Supervisors of Contra Costa County, acting as the governing board of the Contra Costa County Flood Control and Water Conservation District, ordains as follows:

ARTICLE I

Section 1. Title.

This Ordinance shall be known as the "Stormwater Utility Assessment Ordinance" of the Contra Costa County Flood Control and Water Conservation District.

Section 2. Purpose.

The United States Environmental Protection Agency (the "EPA") has, consistent with Section 402 of the Federal Clean Water Act, as amended, promulgated the National Pollutant Discharge Elimination System Regulations (the "NPDES Regulations") pursuant to which the EPA, through the appropriate California Regional Water Quality Control Board (the "CRWQCB"), has required the Contra Costa County Flood Control and Water Conservation District (the "District") and other affected public entities to secure a National Pollutant Discharge Elimination System Stormwater Permit (the "NPDES Permit") and to develop, implement and manage identified programs dealing with stormwater runoff. The parcels of land within the respective watersheds within the District's jurisdiction for which a NPDES Permit is required will benefit from these programs. Further, the local drainage facilities falling under the NPDES program requires routine maintenance if they are to continue to serve the developed areas for which they were installed. Collectively, these two activities, NPDES and general drainage maintenance, represent the city's and County's stormwater management Programs. The Board of Supervisors of the District has determined, pursuant to the Contra Costa County Flood Control and Water Conservation Act (the "District Act"), which is Chapter 63, Section 12.8, as amended, of the California Water Code Appendix, to form certain Stormwater Utility Areas in which the

District will annually levy assessments to pay the cost of these programs required by the NPDES Permit. The Board of Supervisors of the District, consistent with Sections 11 and 12.8 of the District Act and Section 54954.6 of the Government Code, held noticed public hearings at which time all testimony, oral and written, was considered. At the conclusion of the public hearings, the Board of Supervisors of the District adopted resolutions forming the Stormwater Utility Areas. The provisions of this Ordinance confirming the formation of the Stormwater Utility Areas and providing for the annual levy of a Utility Assessment are consistent with the District Act and the reports prepared by the Chief Engineer of the District and accepted by the Board of Supervisors of the District.

The Board of Supervisors of the District finds that the Utility Assessment to be annually levied shall be based on the proportional amount of impervious surface on each lot or Parcel within the Stormwater Utility Area. Revenues derived from the Utility Assessments shall be applied exclusively to pay the District's administrative costs in collecting the assessments and the respective city or County stormwater management Program costs for the Stormwater Utility Area in which they are collected.

ARTICLE II

DEFINITIONS

Unless otherwise specifically provided or required by the context, certain terms or expressions used herein have the meanings set forth below:

- a. "Board of Supervisors" means the Board of Supervisors of the Contra Costa County Flood Control and Water Conservation District.
- b. "Chief Engineer" means the Chief Engineer of the Contra Costa County Flood Control and Water Conservation District.
- c. "County" means the County of Contra Costa, State of California.
- d. "CRWQCB" means the California Regional Water Quality Control Board for the region in which the Stormwater Utility Area has been formed.
- e. "District" means the Contra Costa County Flood Control and Water Conservation District.
- f. "District Act" means the Contra Costa County Flood Control and Water Conservation District Act, which is codified in West's California Water Code Appendix, Chapter 63, as amended from time to time.

- g. "EPA" means the United States Environmental Protection Agency, which pursuant to the Clean Water Act of 1972, as amended by the Water Quality Act of 1987, has jurisdiction to establish the National Pollutant Discharge Elimination System (NPDES) and promulgate regulations pursuant thereto.
- h. "NPDES Permit" means the permit, issued by the CRWQCB, dealing with stormwater runoff in association with the National Pollutant Discharge Elimination System (NPDES) and the regulations promulgated by the EPA.
- i. "NPDES Regulations" means the final regulations dated November 16, 1990, and any subsequent amendments thereto promulgated by the EPA governing the National Pollutant Discharge Elimination System (NPDES).
- j. "Ordinance" means this Ordinance No. 93-47 of the Contra Costa County Flood Control and Water Conservation District.
- k. "Parcel" means a parcel of property identified by Assessor parcel number as shown on the equalized tax rolls of the County of Contra Costa, State of California.
- l. "Program" means all the activities required under or in connection with the NPDES Permit, including without limitation drainage system maintenance and Program administration.
- m. "Stormwater Utility Area" means a benefit assessment area formed pursuant to Section 12.8 of the District Act by the Board of Supervisors and identified in Article III of this Ordinance.
- n. "Utility Assessment" means the annual assessment to be levied on each Parcel within a Stormwater Utility Area pursuant to Article V of this Ordinance.

ARTICLE III

FORMATION OF STORMWATER UTILITY AREAS

Section 1. Formation of Stormwater Utility Areas.

Pursuant to Sections 11 and 12.8 of the District Act and Section 54954.6 of the Government Code, the Board of Supervisors noticed public hearings to consider the establishment of individual Stormwater Utility Areas for each of the 16 cities and the unincorporated County area to fund Program costs. At the conclusion of the hearings, the Board of Supervisors adopted Resolutions Nos. 93/352, 93/353, 93/354, 93/355, 93/356, 93/357, 93/358, 93/359, 93/360, 93/361, 93/362, 93/363, 93/364, 93/365, 93/366, 93/367, and 93/368, which formed, respectively, Stormwater Utility Areas 1-(Antioch), 2-

(Clayton), 3-(Concord), 4-(Danville), 5-(El Cerrito), 6-(Hercules), 7-(Lafayette), 8-(Martinez), 9-(Moraga), 10-(Orinda), 11-(Pinole), 12-(Pittsburg), 13-(Pleasant Hill), 14-(San Pablo), 15-(San Ramon), 16-(Walnut Creek), and 17-(Unincorporated County). The legal boundary of each Stormwater Utility Area shall be congruent with the legal boundary of the associated city or County entity as of July 1st of each year in which a Utility Assessment is levied.

Section 2. Additional Stormwater Utility Areas.

The District may form additional Stormwater Utility Areas, if requested by resolution of the governing board of the area to be formed. To form an additional Stormwater Utility Area, the District shall comply with provisions of the District Act then governing the formation of a Stormwater Utility Area.

ARTICLE IV

**REPORT OF CHIEF ENGINEER; HEARING THEREON;
CONFIRMATION OF UTILITY ASSESSMENT BY THE
BOARD OF SUPERVISORS**

Section 1. Report.

The Chief Engineer shall cause to be prepared annually a written report indicating, for each Stormwater Utility Area, the Utility Assessment to be levied, as requested by the city or County governing board having jurisdiction over the area defined by the Stormwater Utility Area and shall file the report with the Clerk of the Board of Supervisors.

Section 2. Content of the Report.

The report shall contain the District's estimate of its administrative costs and the Program costs for the respective city or County agency for each of the Stormwater Utility Areas for the ensuing fiscal year. Said estimate of costs shall be apportioned to each Parcel on the basis of proportionate impervious surface assignable to each Parcel to be assessed. Only Parcels not otherwise exempted by this Ordinance or the NPDES Regulations shall have a Utility Assessment levied on them. The report shall identify all Parcels by Assessor parcel number on which a Utility Assessment is to be levied and the amount of the assessment.

Section 3. Resolution Accepting Report and Noticing Public Hearing.

Upon the report being filed with the Clerk of the Board of Supervisors, the Board of Supervisors is, by resolution, to accept, if appropriate, the report and to set a date, time

and place for a hearing on said report. Notice of the hearing date shall be given as required by applicable law.

Section 4. Hearing.

The Board of Supervisors shall hear the matter on the date and at the time specified in the notice, or as continued for good cause. At the hearing, the Board of Supervisors shall hear and consider all testimony, oral and written, presented, including all written protests. At the conclusion of the hearing, the Board of Supervisors may revise, change, reduce or modify any Utility Assessment and shall determine an appropriate rate for each Stormwater Utility Area identified in the report. Thereafter, by resolution, it shall confirm the assessments. Such confirming resolutions shall be adopted no later than August 10 of each fiscal year in which the Utility Assessment is to be levied and collected.

Section 5. Enrollment.

The District shall provide certified copies of the confirming resolutions and the roll of confirmed Utility Assessments, in an acceptable format, to the Auditor-Controller of the County on or before August 10 of each fiscal year.

ARTICLE V

LEVY OF UTILITY ASSESSMENT

Section 1. Determination of the Amount to Be Assessed.

The District shall estimate, for the fiscal year in which the Utility Assessment is to be levied, the total number of Equivalent Runoff Units and the administrative costs for each Stormwater Utility Area. The administrative costs shall be combined with the costs of implementing the city or County Program for the various Stormwater Utility Areas. This total cost is to be apportioned among the Parcels within each respective Stormwater Utility Area in direct proportion to the number of Equivalent Runoff Units assigned to each Parcel. The Utility Assessment levied and collected within each Stormwater Utility Area may only be applied toward the costs incurred for Program costs for the Stormwater Utility Area. If, at the conclusion of any fiscal year, there remains in the account for a Stormwater Utility Area unexpended funds, the remaining balance shall be applied toward the estimated costs for the next fiscal year. Utility Assessments levied and collected pursuant to this Ordinance may not be applied toward any other costs or expenses of the District or the city or County receiving funds from the Stormwater Utility Area nor may they be applied to the costs of a Stormwater Utility Area other than the Stormwater Utility Area for which they were levied and collected.

Section 2. Determination of Equivalent Runoff Unit and Amount of Utility Assessment to Be Levied.

- a. Equivalent Runoff Unit. The Chief Engineer has submitted a report entitled "Report on Stormwater Utility Assessment" and dated March 1993. The report establishes standard impervious surface amounts for various land uses and Parcel sizes and establishes Equivalent Runoff Units (ERUs) for each type of land use. The report and the standard amounts specified therein are adopted by the Board and are incorporated herein by reference. The standard against which all property is to be measured shall be a single-family residential Parcel of 8,900 square feet in size to which a standard of 3,300 square feet of impervious surface is ascribed and shall be called a Equivalent Runoff Unit (ERU). All other land uses shall be compared to this standard and the number of Equivalent Runoff Units assigned to the Parcel shall be in direct proportion to 3,300 square feet of impervious surface (SFIS). The number of Equivalent Runoff Units per Parcel for each of the classes listed in subsection (b) below are as follows:

Group A	1.0 ERU/unit	Group G	7 ERU/acre
Group B	.7 ERU/unit	Group H	9 ERU/acre
Group C	1.7 ERU/unit	Group I	10 ERU/acre
Group D	.2 ERU/acre	Group J	12 ERU/acre
Group E	1.5 ERU/acre	Group K	1 ERU/3,300 SFIS
Group F	4.5 ERU/acre	Group L	Exempt

- b. Classification of Parcels. All Parcels shall be assigned to one of the following classifications based on land use:

- Group A: Single family residential on a Parcel having an area between 5,000 square feet and 20,000 square feet.
- Group B: Single family residential on a Parcel having an area less than 5,000 square feet and all multiple family residential Parcels.
- Group C: Single family residential on a Parcel having an area greater than 20,000 square feet.
- Group D: Golf courses and cemeteries.
- Group E: Miscellaneous improvements creating less than 25 percent impervious surfaces by Parcel area.
- Group F: Miscellaneous improvements creating between 25 percent and 50 percent impervious surfaces by Parcel area.

Group G: Community centers, churches, schools and cultural facilities.

Group H: Office buildings, medical-dental offices, financial buildings, research and development offices, miscellaneous industrial improvements, convalescent hospitals and rest homes, mortuaries, fraternal and service organization buildings, retirement housing complex.

Group I: Hotels, motels, and mobile home parks.

Group J: Mini warehouses, industrial parks, light industrial parks, heavy industry, utility properties (corporation yards), bowling alleys, theaters, restaurants, car lots, hospitals, convenience markets, supermarkets, shopping centers, drive-in restaurants, parking facilities, service stations and car washes.

Group K: Boat marinas, partially developed properties.

Group L: Vacant land, agricultural land, and government-owned properties used for public purposes.

c. Exempted Land Uses. All land uses expressly exempted by the NPDES Regulations will be exempted from the levy of a Utility Assessment pursuant to this Ordinance. Those land uses exempted are:

- (1) Agricultural uses, including dairies, poultry, livestock, groves, orchards, row crops, field crops, vines or dry farming.
- (2) Vacant, undeveloped Parcels.
- (3) Publicly-owned Parcels which are Parcels owned by a federal, state or local public entity or agency and used for public purposes.

d. Determination of Equivalent Runoff Units Per Parcel. Once a Parcel is classified and its acreage or number of units is determined, the appropriate standard Equivalent Runoff Unit amount for the classification will be multiplied by the acreage or the number of units to determine the total Equivalent Runoff Units for the Parcel.

e. Determination of Utility Assessment to Be Levied Per Equivalent Runoff Unit. The aggregate number of Equivalent Runoff Units within a Stormwater Utility Area will be divided into the estimated Program costs for the Stormwater Utility Area to determine the amount of Utility Assessment to be levied per Equivalent Runoff Unit. The Utility Assessment to be levied on a Parcel is determined by the number of Equivalent Runoff Units ascribed to the Parcel and the assessment value of each unit.

- f. Maximum Utility Assessment to Be Levied Per Equivalent Runoff Unit. The Board hereby adopts the following maximum amounts of annual Utility Assessment per Equivalent Runoff Unit that can be levied without further individual Parcel owner notification for each of the following Stormwater Utility Areas:

1-(Antioch)	\$25.00	10-(Orinda)	\$35.00
2-(Clayton)	\$29.00	11-(Pinole)	\$35.00
3-(Concord)	\$35.00	12-(Pittsburg)	\$30.00
4-(Danville)	\$30.00	13-(Pleasant Hill)	\$30.00
5-(El Cerrito)	\$38.00	14-(San Pablo)	\$45.00
6-(Hercules)	\$35.00	15-(San Ramon)	\$35.00
7-(Lafayette)	\$35.00	16-(Walnut Creek)	\$35.00
8-(Martinez)	\$30.00	17-(Unincorporated County)	\$30.00
9-(Moraga)	\$35.00		

- g. Utility Assessment to Be Levied for Fiscal Year 1993-94. The Utility Assessment to be levied per Parcel in Fiscal Year 1993-94 in the various Stormwater Utility Areas shall be based on the assigned dollar amount for a single Equivalent Runoff Unit as indicated below:

1-(Antioch)	\$20.00	10-(Orinda)	\$23.00
2-(Clayton)	\$23.00	11-(Pinole)	\$29.40
3-(Concord)	\$26.00	12-(Pittsburg)	\$24.00
4-(Danville)	\$22.00	13-(Pleasant Hill)	\$25.00
5-(El Cerrito)	\$14.00	14-(San Pablo)	\$33.00
6-(Hercules)	\$26.00	15-(San Ramon)	\$23.00
7-(Lafayette)	\$15.00	16-(Walnut Creek)	\$27.50
8-(Martinez)	\$20.00	17-(Unincorporated County)	\$16.20
9-(Moraga)	\$25.00		

ARTICLE VI

COLLECTION OF UTILITY ASSESSMENT

Section 1. Collection by Treasurer/Tax Collector.

The confirmed Utility Assessment for each Parcel shall appear as a separate item on the tax bill issued by the Treasurer/Tax Collector of the County. The Utility Assessment shall be levied and collected at the same time and in the same manner as the general ad valorem property taxes and shall be subject to the same penalties and the same procedures for sale in case of delinquency. If, for the first year the Utility Assessment is levied, the property on which the Utility Assessment is levied has been transferred or conveyed to a bona fide purchaser for value, or if a lien of a bona fide encumbrancer for

value has been created and attached thereon, prior to the date on which the first installment of ad valorem property taxes would become delinquent, the Utility Assessment shall not result in a lien against the real property but shall be transferred to the unsecured roll.

Section 2. Applicable Law.

All laws applicable to the levy, collection and enforcement of ad valorem property taxes shall be applicable to Utility Assessments, except as otherwise provided herein.

Section 3. Validity of Utility Assessment Not Affected by Time Limits.

Failure to meet the time limits set forth in this Ordinance for whatever reason shall not invalidate any Utility Assessment levied hereunder.

ARTICLE VII

CORRECTION OR CHANGE TO THE TAX ROLL

Section 1. Initiation of the Correction or Change.

A correction or change to the tax roll with respect to a Utility Assessment may be made by the Chief Engineer, either on his/her own initiative, or on application by a property owner (the "Assessee").

Section 2. Initiation by Flood Control Engineer.

The Chief Engineer may initiate a correction or change to the tax roll at any time within two (2) years of the date of the resolution or ordinance of the Board of Supervisors confirming Utility Assessments placed upon the tax roll.

Section 3. Initiation by the Assessee.

The Assessee may initiate a correction or change to the tax roll by filing a written application with the Chief Engineer within sixty (60) days following his/her receipt of the tax bill reflecting the Utility Assessment. The application shall contain or include the following information, together with such additional information deemed relevant by the Assessee or requested by the Chief Engineer:

- a. Assessor parcel number.
 - b. Gross acreage.
 - c. Use of property as of the preceding March 1.
 - d. Copy of the tax bill containing the benefit assessment.
- 1610 date*

- e. Basis for requested correction or change.

Section 4. Categories of Corrections or Changes.

Upon approval of the Chief Engineer, corrections or changes shall be made with respect to:

- a. Ownership of a Parcel;
- b. Address of an owner of a Parcel;
- c. Subdivision of an existing Parcel;
- d. Land use category of all or part of a Parcel;
- e. Computation of the area of a Parcel;
- f. Erroneous computation of the Utility Assessment.

Corrections to the tax roll shall not be valid unless and until approved by the Board of Supervisors. All corrections or changes must be reported by the Chief Engineer to the Auditor-Controller of the County, who shall (1) refund the amount of the assessment overcharge by check without amendment of the bill if the amount of overcharge is less than one hundred dollars, or (2) prepare an amended billing to correct the overcharge, as the case may be. The Chief Engineer shall give written notice to the Assessee of the action taken on the application.

If the Assessee disagrees with the Chief Engineer's determination, he/she may file an appeal with the Stormwater Utility Assessment Appeal Board within thirty (30) days after receipt of the written notice. The appeal shall be initiated by a written letter submitted to the Stormwater Utility Assessment Appeal Board, c/o the Chief Engineer for refund of all or part of the Stormwater Utility Assessment. The Stormwater Utility Assessment Appeal Board shall contain at least three members and shall be appointed by the Board of Supervisors.

If the Assessee disagrees with the Stormwater Utility Assessment Appeal Board's determination, he/she may file an appeal with the Board of Supervisors within thirty (30) days after receipt of the written notice. The appeal shall be initiated by a written application filed with the Clerk of the Board of Supervisors for refund of all or part of the Utility Assessment. The application shall include payment of a one hundred dollar appeal fee which shall be returned if the Assessee's appeal is upheld by the Board. The decision of the Board of Supervisors shall be final and shall complete the administrative process. Any further action by the Assessee for recovery of any part of the Utility Assessment shall be by complaint for refund filed in the Superior Court.

ARTICLE VIII

EFFECTIVE DATE OF ORDINANCE

This Ordinance shall become effective thirty (30) days after passage, and within fifteen (15) days of passage, shall be published once with the names of the Supervisors voting for and against it in the Contra Costa Times, a newspaper of general circulation published in this County.

PASSED and ADOPTED on June 22, 1993 by the following vote:

AYES:	Supervisors Powers, Smith, Bishop, McPeak and Torlakson
NOES:	None
ABSENT:	None
ABSTAIN:	None

Attest: Phil Batchelor, Clerk of the Board
of Supervisors and County Administrator

By: Barbara Sidasi
Deputy

Tom Torlakson
Board Chair

MFK:lv:drg
a:npdes\ordinance
(June 22, 1993)



AGENDA BILL

Agenda Item No. 7.A.

Date: March 17, 2026
To: El Cerrito City Council
From: Diego Romero, Associate Planner; Sean Moss, Planning Manager,
Community Development Department
Subject: Introduce an Ordinance to Adopt Permanent Outdoor Dining and Retail
Sales Regulations

ACTION PROPOSED

Conduct a public hearing and introduce the ordinance titled:

An Ordinance of the City of El Cerrito to Amend Title 19 of the El Cerrito Municipal Code by Amending Section 19.20.150 and Repealing Section 19.20.160

BACKGROUND

On March 13, 2020, the El Cerrito City Council enacted a Local Emergency due to the global COVID-19 pandemic via Resolution No. 2020-12 (Local Emergency).

Subsequently, the County of Contra Costa Health Officer issued a Shelter in Place public health order (SIP Order) in coordination with other regional health officers on March 17, 2020. That order resulted in the multi-month closure of many of the County's local businesses. Governor Gavin Newsom issued a statewide stay at home order on March 19, 2020.

On July 31, 2020, the City Council adopted Resolution 2020-42 amending the Local Emergency to adopt a Temporary Outdoor Dining and Retail Program (Program) in El Cerrito to enhance business recovery during the COVID-19 pandemic and to allow businesses flexibility in responding to public health mandates and best practices. As part of the Program, three categories of outdoor dining and retail activities were established: 1) Use of outdoor private property; 2) Use of public sidewalks; and 3) Use of public parking spaces. The Program provided flexibility by waiving existing requirements that limited the use of outdoor space, and provided a one-stop, no-cost platform to apply for and obtain a permit consistent with published guidelines. The City's current provisions in the Municipal Code regulate outdoor dining and retail, temporary uses, parking requirements, signage, and encroachments into the public right of way, including streets and sidewalks. The Program waived the processes and requirements previously established for these uses and in their place established the Temporary Outdoor Dining and Retail Permit. The Program created a series of Guidelines which set forth the requirements that applicants need to comply with. As long as an application complies with the Outdoor Dining & Retail Program Guidelines, the application is approved.

On September 20, 2022, the City Council adopted Resolution 22-74 to end the Local Emergency effective December 31, 2022, at 11:59 pm. Given that the Local Emergency provided authority to enact temporary emergency measures, including this Program, staff began exploring mechanisms to continue to allow local businesses to operate outdoor dining and retail activities.

On December 6, 2022, the City Council adopted Ordinance 22-04 which established a similar Temporary Outdoor Dining and Retail Program outside the declared Local Emergency. On January 17, 2023 the City Council adopted Ordinance 23-01 which extended the Temporary Outdoor Dining and Retail Program Ordinance. The extended Ordinance was set to expire on December 5, 2024. On November 19, 2024, the City Council adopted Ordinance 2024-04 which further extended the Program indefinitely to allow sufficient time to complete a process to draft permanent regulations, including business outreach and public participation.

In 2024, City staff commenced an effort to develop a permanent Outdoor Dining and Retail ordinance to replace the interim ordinance in order to continue the benefits of the program which supports numerous city goals, including attracting pedestrian activity to foster community, supporting businesses, and creating places of interest.

As part of the effort to develop the permanent ordinance, Community Development staff coordinated an internal working group including representatives from the Planning Division, Building Division, Engineering Division, Operations and Environmental Services Division, and Fire Department in order to evaluate the regulations currently in place as part of the Temporary Program. With feedback from this group, staff began creating a draft of the permanent ordinance. During that process, staff determined that additional feedback was needed from community stakeholders, including the business community, to ensure that the permanent regulations met the needs of local businesses, while implementing the City Council's vision for a vibrant public realm in our City.

On December 4, 2024, a Joint Study Session of the Planning Commission and the Economic Development Committee was held to provide feedback to staff on the draft ordinance. At this meeting, one of the concerns raised by the joint body was about the potential for the conversion of public parking spaces into parklets and the related safety concerns. Parklets are typically platforms that convert on-street parking spaces into usable public space, often with seating for business customers. Additionally, much of the right-of-way in the City's commercial areas is a state highway (SR 123, i.e. San Pablo Avenue south of Cutting Boulevard). Parklets on a state highway require approval from Caltrans, which currently lacks a clear process for permitting parklets. In response, staff has revised the ordinance to clarify that the creation of parklets is not a part of this program. A parklet program may be developed in the future.

At the February 18, 2026, meeting of the Planning Commission, the Commission passed a resolution recommending that the City Council amend Title 19 of the El Cerrito Municipal Code to amend Section 19.20.150, and repeal Section 19.20.160. The Commission proposed one change to the ordinance as part of their recommendation. The ordinance proposes to automatically expire permits that are not utilized for a specific length of time. This period was previously set at 90 days. The Commission recommended that it be increased to 180 days acknowledging that some outdoor activities are seasonal in nature or weather-dependent and may be inactive for more than 90 days.

ANALYSIS

Previous Zoning Ordinance Requirements

Prior to the COVID-19 pandemic and the creation of the Temporary Outdoor Dining and Retail Program, Sections 19.20.150 and 19.20.160 of the El Cerrito Municipal Code (ECMC) regulated outdoor dining uses in the public right of way and outdoor retail sales, respectively.

Outdoor dining in the public right of way previously required an Administrative Use Permit and Administrative Design Review approval. Both applications required approval by the Zoning Administrator. Additionally, development standards for outdoor dining uses were contained in Section 19.20.150 of the El Cerrito Municipal Code. These standards included minimum paths of travel for pedestrians, maximum table sizes, signage requirements, and the prohibition of outdoor dining in a street or alley. This process also required a hold harmless agreement and an encroachment permit for uses in the public right-of-way. Pursuant to Section 19.20.150(C)(8), an Administrative Use Permit approval for outdoor dining was valid for an initial one-year period. However, one could apply for an unlimited term renewal unless the Zoning Administrator deemed that a limited term was appropriate.

Section 19.20.160 established requirements for outdoor retail sales. Under this section of the Municipal Code, any display and sale of merchandise that was conducted on a limited basis required approval of a Temporary Use Permit pursuant to Section 19.35.020, whereas the permanent outdoor display of merchandise required the approval of a Conditional Use Permit. Outdoor retail sales needed to be located completely on private property and could not be located in the public right-of-way. This section also required that the activity areas needed to be appropriately screened from adjacent public rights-of-way and residential districts, and that the location of the merchandise needed to occupy a fixed, specifically-approved location that did not encroach upon parking spaces, driveways, pedestrian walkways, or required landscaped areas.

If a business is located in within the San Pablo Avenue Specific Plan (SPASP) area, then it is subject to the standards of the San Pablo Avenue Specific Plan. Under the SPASP, as updated in December 2022, if an outdoor dining use is proposed along a public right of way frontage, it does not require any additional Zoning approval but would still be subject to an Encroachment Permit if located in the public right-of-way.

If an outdoor dining use is proposed in an area which is not along a public right of way frontage, then an Administrative Use permit is required. The SPASP makes no reference to outdoor retail sales uses, leaving in place the provisions of Section 19.20.160 of the Zoning Ordinance. To date, these revised standards have not been applied, as the Temporary Outdoor Dining and Retail Program has been in effect since 2022.

Temporary Outdoor Dining and Retail Program

In light of the COVID-19 pandemic, the declared local emergency, and the public health mandates and guidance at the time, the intent of the Temporary Outdoor Dining and Retail Program was to provide more flexibility by waiving the existing requirements that limited the use of outdoor space, and to provide a streamlined, expedited, no-cost way to apply for and obtain a permit. Under the Temporary Outdoor Dining and Retail Program businesses could submit a permit application at no cost for the following categories of outdoor dining and outdoor retail activities:

1. Use of Outdoor Private Property: Any sidewalks, plazas, or parking lots located on private property, including any that are part of a shopping center.
2. Use of Public Sidewalks: Public sidewalks adjacent to public streets and building frontages.
3. Use of Public Parking Spaces: Parking on public streets that are not on Caltrans state right-of-way (San Pablo Avenue, south of Cutting Boulevard).

As part of the temporary program, applicants needed to adhere to the Outdoor Dining & Retail Program Guidelines which addressed requirements relating to ADA compliance, adequate clearances, temporary furnishings, temporary signs, outdoor food preparation, site maintenance, solid waste, hours of operation, driveway clearances, fire safety, emergency access, and fire and building code compliance. The City Manager was authorized to amend the Guidelines for changes that are consistent with and in furtherance of the Program. In order for a business to apply for permit under this program, the applicant needed to submit a site plan, a pedestrian control plan (if using the sidewalk), approval from the Department of Alcohol Beverage Control (if outdoor alcohol consumption was proposed), a certificate of insurance, and an acknowledgment of the various terms and conditions of the program. If adequate application materials were provided, the permit was automatically approved with minimal review from City staff.

Since the initial implementation of the Outdoor Dining and Retail Program, a total of eleven businesses applied for and received temporary permits. Some of the businesses that were granted permits were seeking temporary activities needed to respond to the global COVID-19 pandemic and have now ceased outdoor activities. Other businesses are still operating continuous or periodic outdoor activities.

Proposed Permanent Ordinance

The proposed Permanent Outdoor Dining and Retail Program consists of two documents; the Outdoor Dining Uses and Outdoor Retail Sales Ordinance and the Outdoor Dining & Retail Program Guidelines. The ordinance establishes which uses will qualify for the program, the location requirements, the permit processes, and requires compliance with the Outdoor Dining & Retail Program Guidelines.

Most operating standards for the Program are contained within the Outdoor Seating & Retail Program Guidelines. The Guidelines cover standards for furnishings and fixtures, operational standards, complaint and termination processes, and the application submittal requirements.

As mentioned above, under the Temporary Program, there are three categories of outdoor dining and outdoor retail activities which are dependent on the proposed location of the activity. Staff are proposing changes to the ordinance that would create a distinct process for outdoor uses based on whether the installation is readily removable or permanent. If an applicant is proposing an installation that is not permanent and able to be removed without heavy equipment, then many of the same processes and requirements would apply as under the temporary program. The proposed process would still be a streamlined review of the materials to ensure compliance with the guidelines.

If an applicant is proposing installations that are permanent in nature and are not easily removable, then they would still need to meet most of the same requirements as the removable installations with the additional requirement that either Tier I Design Review would be required if the installation is located in the San Pablo Avenue Specific Plan area, or Administrative Design Review for all other areas. Additionally, a permanent installation that is located in the public right of way would need an encroachment permit.

Under the Temporary Program as first adopted, outdoor food preparation was previously prohibited. Staff have received feedback from businesses that they are interested in sponsoring temporary food stall pop-ups in front of their business. Under the Urgency Ordinance extension that was adopted by the City Council on November 19, 2024, the language prohibiting outdoor food preparation was removed and standards for outdoor food preparation were put in place. These standards include requiring a current business license, approval from the Contra Costa County Department of Environmental Health, and the outdoor food sales must be in conjunction with an existing brick and mortar business. These requirements would continue as part of the proposed permanent program. Exceptions to the requirement that the outdoor activity be in conjunction with an existing business or on a property with an existing business are allowed with approval of an Administrative Use Permit. This allows a food pop-up or food truck on private property where there is not an existing business through the Administrative Use Permit process.

The Guidelines outline the specific requirements that applicants would need to comply with, such as leaving adequate clearance for pedestrians, ADA compliance, fire safety standards, and sign requirements. Additionally, the proposed Guidelines limit the use of generators to 32 hours for every 30 calendar days, to help lessen the impact of generators on the surrounding neighborhood. The proposed guidelines also prohibit the use of fossil-fuel powered space heaters, but allow the Zoning Administrator to grant an exception if they determine that the use of electric heaters (or alternative) is infeasible due to site-related financial or technical considerations.

The Guidelines contain a detailed complaint process. To initiate the complaint process, a person would need to make a report to the City concerning location, noise, hours of operation, or required clearances. The Guidelines also establish parameters for what is considered unnecessary noise generated by Outdoor Dining and Retail Uses. After a report is submitted, the City will independently confirm that the report can be substantiated. The City would then send a warning letter to the business and they would have 15 days after receiving the letter to correct the violation. If the violation is not corrected, the Reporting Party may make a second report. If the City determines that the second report can also be substantiated, the Zoning Administrator may review the Outdoor Dining or Outdoor Retail use at a noticed public hearing or refer the matter to the Planning Commission.

This ordinance does not apply to home-based businesses (home occupations). Currently, home occupations are restricted regarding the number of customers that can visit the business. City staff has received some input that some home-based businesses may wish to be able to hold permitted pop-up events in residential areas. Due to the nature of residential areas, and the potential for conflicts, it is City staff's determination that a separate public process that is tailored to residential areas and the unique issues of these types of events would need to be developed in order to draft appropriate regulations.

STRATEGIC PLAN CONSIDERATIONS

This action supports the [City's Strategic Plan Goal\(s\)](#) of:

- *Livability and Belonging* by supporting businesses and economic development, and advancing the San Pablo Avenue Specific Plan to create a livable, vibrant and diverse corridor.

ENVIRONMENTAL CONSIDERATIONS

This ordinance is exempt from the California Environmental Quality Act because the proposed program will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines Section 15060(c)(2)) and it can be seen with certainty that there is no possibility that the ordinance will have a significant impact on the environment (CEQA Guidelines Section 15061(b)(3)).

FINANCIAL CONSIDERATIONS

Because the temporary program currently in place was developed during the COVID-19 pandemic to allow businesses to quickly respond to the needs of that time, it was developed and operates as a no-cost program. The temporary program, therefore, does not recover the City's costs to administer it. With the adoption of the 2025-26 Master Fee Schedule, the City Council adopted an Outdoor Dining and Retail Permit of \$446 in anticipation of the adoption of the permanent program. This fee is intended to cover the costs of processing new permits under the permanent program. Other permits that may be required pursuant to the permanent program (e.g. encroachment permit, Administrative Design Review, etc.) have existing adopted fees that have been established at rates that cover the City's costs.

LEGAL CONSIDERATIONS

The Outdoor Dining and Retail Sales ordinance and the associated Guidelines were developed in consultation with the City Attorney. Additionally, the City Attorney has reviewed and approved this report and the associated attachments.

Reviewed by:

A handwritten signature in blue ink, appearing to read "Karen Pinkos", is positioned above the printed name.

Karen Pinkos, City Manager

Attachments:

1. Ordinance
2. Outdoor Seating Permit Application Guidelines

ORDINANCE NO. 2026-XX

AN ORDINANCE OF THE CITY OF EL CERRITO TO AMEND TITLE 19 OF THE EL CERRITO MUNICIPAL CODE BY AMENDING SECTION 19.20.150 AND REPEALING SECTION 19.20.160

WHEREAS, the California Constitution, Article XI, Section 7, provides cities and counties with the authority to enact ordinances to protect the health, safety, and general welfare, of their citizens; and

WHEREAS, on March 13, 2020 and July 31, 2020, respectively, the City Council of the City of El Cerrito proclaimed the existence of a Local Emergency related to COVID-19 and adopted Resolution No. 2020-42 to approve a Temporary Outdoor Dining and Retail Program including temporary land use regulations and administrative guidelines and permit procedures (the "Program") in the City to enhance business recovery during the COVID-19 pandemic; and

WHEREAS, on December 6, 2022, the City Council made requisite findings and adopted Ordinance No. 2022-04 pursuant to a duly noticed public hearing as an interim urgency measure for an initial forty-five (45) day period pursuant to Government Code section 65858 to continue the Program, in order to protect public health, safety and welfare as set forth more specifically in that ordinance and hearing records; and

WHEREAS, on January 17, 2023, the City Council made requisite findings and adopted Ordinance No. 2023-01 pursuant to a duly noticed public hearing to extend the interim urgency measure and continue the Program for a period of twenty-two (22) months and fifteen (15) days, in order to continue protecting public health, safety and welfare as set forth more specifically in that ordinance and hearing records; and

WHEREAS, on November 19, 2024, the City Council adopted Ordinance No. 2024-04 enacting an urgency ordinance to maintain a temporary outdoor dining and retail program to enhance business recovery pursuant to government code section 36937; and

WHEREAS, in the fall of 2023 City Staff commenced an effort to create a permanent Outdoor Dining and Retail ordinance to replace the interim ordinance in order to continue the benefits of the program which supports numerous city goals; and

WHEREAS, Community Development staff coordinated an internal working group including representatives from the Planning Division, Building Division, Engineering Division, Operations and Environmental Services Division, and Fire Department in order to evaluate the regulations currently in place as part of the Temporary Program; and

WHEREAS, in the summer and fall of 2024, City staff sought feedback from community stakeholders, including the business community, to ensure that the permanent regulations met the needs of local businesses, while implementing the City Council's vision for a vibrant public realm in our City; and

WHEREAS, On December 4, 2024, the Planning Commission and the Economic Development Committee reviewed the draft ordinance in a special joint meeting and provided feedback to staff; and

WHEREAS, the existing Program has been used by businesses to utilize outdoor private property and public right-of-way for outdoor commercial activities; such uses have fostered economic growth and promoted dining and retail activities in the El Cerrito community in support of businesses and customer experience and convenience; and

WHEREAS, additionally, this Ordinance establishes a permanent Outdoor Dining and Retail Program which serves the public interest and preserves the public peace, health and safety by maintaining the orderly utilization of public and private properties by restaurants, retail businesses, and consumers; and by continuing to promote economic vitality; and

WHEREAS, on February 18, 2026, the Planning Commission of El Cerrito adopted a Resolution recommending that the City Council amend title 19 of the El Cerrito Municipal Code by amending section 19.20.150 and repealing section 19.20.160; and

WHEREAS, on March 17, 2026, the City Council held a duly noticed public hearing to consider the proposed Ordinance and the presentation, testimony, documents, and other evidence presented to it during the hearing and as a part of the record.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CERRITO DOES HEREBY ORDAIN AS FOLLOWS:

Section 1: Incorporation of Recitals. The City Council finds that the above Recitals are true and correct and are incorporated herein by reference.

Section 2: Amendment of the El Cerrito Municipal Code. The terms Outdoor Dining, Outdoor Retail, and Readily Removeable and their corresponding definitions shall be added to Sections 19.47.010 and 19.47.020 of the El Cerrito Municipal Code as follows:

Section 19.47.010 List of Terms

Outdoor Dining

Outdoor Retail

Readily Removable

Section 19.47.020 Definitions

Outdoor Dining. The use of an outside area for eating, drinking, and food preparation activities, including those in conjunction with an existing business with a storefront. This definition does not include Outdoor Retail, or a sidewalk vendor as defined in Government Code Section 51036.

Outdoor Retail. The use of an outside are in which goods are placed for display or sale purposes in conjunction with an existing business with a storefront.

Readily Removable. Fixtures which are not leaded, cemented, nailed, bolted, power riveted, screwed in or affixed to a location on the ground by weight or in any other manner, and that can be relocated and stored without the use of heavy equipment when not in use.

Section 3: Amendment of the El Cerrito Municipal Code. Section 19.20.150 of the El Cerrito Municipal Code is amended to read in full as follows:

Section 19.20.150 Outdoor Dining and Retail sales

Outdoor Dining Uses and Outdoor Retail Sales shall be located, developed, and operated in compliance with the following standards:

A. Applicability. No person may establish an Outdoor Dining or Outdoor Retail Use on private property or in the public right-of-way without obtaining an Outdoor Dining and Retail Permit from the City in accordance with the requirements of this section. Outdoor Dining and retail uses shall be consistent with the standards in Sections C and D below, and the measures set forth in the Outdoor Dining & Retail Program Guidelines adopted by the City Council and most recently in effect as may be amended. As used in this section, the term “applicant” shall include property owners, business owners, individuals or entities that submit an application to the City, and/or any other project sponsors applying to the City for an Outdoor Dining and Retail Permit and establishing or operating an Outdoor Dining or Outdoor Retail Use thereunder.

B. All Outdoor Dining and Outdoor Retail Uses. All Outdoor Dining or Outdoor Retail Use shall obtain an Outdoor Dining and Retail Permit issued by the City. Issuance of an Outdoor Dining and Retail Permit shall be subject to compliance with the following requirements:

1. Location.

- a. Outdoor Dining and Outdoor Retail uses permitted pursuant to this Chapter shall be located on properties containing an existing business, excluding Home Occupations, and adjacent pedestrian areas of public right-of-way. Outdoor Dining and Outdoor Retail uses must be operated in conjunction with an existing business. Outdoor Dining and Outdoor Retail uses must be located within the frontage of the existing business. The definition of “frontage” shall be as defined in the San Pablo Avenue Specific Plan (“SPASP”). Exceptions to the foregoing requirements shall be allowed with approval of an Administrative Use Permit.
- b. Notwithstanding any provisions of the Zoning Ordinance and the SPASP, the use of outdoor private sidewalks, other private pedestrian areas, and private parking areas for outdoor dining and outdoor retail uses shall be permitted consistent with this Chapter. The applicant must provide evidence to the City demonstrating valid authorization from the property owner for such use, including the size and location of the use, at the time of filing an application.

2. **Compliance with the Outdoor Dining & Retail Program Guidelines.** The establishment, operation, and maintenance of an Outdoor Dining or Outdoor Retail use shall comply with all requirements and regulations contained in the Outdoor Dining & Retail Program Guidelines adopted by the City Council and most recently in effect.
3. **Temporary Signs.** In addition to any signage permitted for the associated business by the Zoning Ordinance and the SPASP, and notwithstanding any provisions of the Zoning Ordinance and SPASP to the contrary, a maximum of one (1) free-standing menu or merchandizing board may be displayed, as set forth in the Outdoor Dining & Retail Program Guidelines. Free-standing signs must not encroach on the pedestrian right-of-way or the accessible path as required in Section 19.20.150.B.1
4. **Compliance with Applicable Laws.** Outdoor Dining or Outdoor Retail uses shall comply with all applicable federal, state, and local laws at all times, including but not limited to all applicable Fire and Building Standards Code provisions.
5. **County and State Requirements.** Prior to establishing an Outdoor Dining or Retail Use, the applicant shall secure all applicable approvals and permits from the Contra Costa County Department of Environmental Health and/or the California Department of Alcohol Beverage Control (ABC) or other applicable approvals.
6. **Requirements for Use in the Public Right-of-Way.** Outdoor Dining or Retail Use occupying any portion of the Public Right-of-Way, including but not limited to public sidewalks, shall comply with the following requirements:
 - a. **Hold Harmless Waiver.** The applicant shall execute and provide to the City a written agreement, in a form approved by the City Attorney, that the applicant will indemnify, defend and hold harmless the City and designated City Indemnitees for any and all liabilities, claims, damages and expenses for any injuries or property damages in the Right-of-Way arising from the presence of such Outdoor Dining or Retail area in the Right-of-Way.
 - b. **Certificates of Insurance.** The applicant shall provide General Liability insurance, as approved by the City Attorney and the City's Risk Manager, in an amount not less than \$1,000,000 naming the City and City Indemnitees as additional insureds; such policy shall remain in force at all times that the permit is in effect and the applicant shall provide verification of this policy to the City annually.

C. Permit Application Review and Approval.

1. **Application.** An application for Outdoor Dining or Retail Uses shall be filed with the City and shall be accompanied by copies, in a quantity as required on the City's published application checklist, of site plans, ownership

information, activity descriptions, photographs, or other presentation material as may be necessary for complete review and consideration of the proposed outdoor dining activities. The applicant shall pay all applicable fees or deposits as set forth in the City's Master Fee Schedule most recently adopted by the City Council.

2. **Review and Approval.** Except as provided for in Subsection (D) below, the City shall administratively process and review an application for Outdoor Dining or Retail Uses. The application will be reviewed against this Section and the Outdoor Dining & Retail Program Guidelines most currently in effect. The application may be approved and an Outdoor Dining and Retail Permit may be issued if the City determines that the proposed Outdoor Dining and/or Outdoor Retail activities and design are consistent with all applicable requirements. Upon approval, the applicant shall execute all required agreements, pay all applicable outstanding fees or deposits as reflected herein and in the City's Master Fee Schedule, and obtain any required insurance, pursuant to the requirements herein.
- D. Non-Removable Outdoor Dining.** In addition to the requirements of Subsection (B) above, an applicant seeking to install Non-Removable Outdoor Dining furnishing structures that are not readily removable shall be subject to the following additional requirements.
1. **Design Review.** Notwithstanding subsection (B)(7) above, the installation of furnishings and structures shall be subject to Tier I Design Review within the SPASP area or Administrative Design Review in all other areas.
 2. **Public Right-of-Way.** For any use of the Public Right-of-Way such as public sidewalks, the following additional requirement shall apply:
 - a. **Encroachment Permit.** Applicants for an Outdoor Dining use in the public right-of-way with non-removable features shall obtain an Encroachment Permit from the City.
 - b. **Removal of Fixtures Upon Termination.** The applicant is required to remove all Outdoor Dining and Retail installations within 90 days upon termination of the Permit pursuant to Subsection (E) below, or if the use has ceased for a duration of more than 180 days.

E. Termination of Outdoor Dining and Retail Permit.

1. **Revocation Based on Complaints Received.**
 - a. Any interested party observing a violation of this Section or the Outdoor Dining & Retail Program Guidelines may submit a complaint to the City in accordance with the procedures set forth in the Guidelines.

- b. The City will review all complaints received and determine if a complaint has been validly filed and can be substantiated. If the City determines that there is sufficient evidence to substantiate a validly filed complaint, the City will first provide a notice of violation to the party committing the violation in accordance with the procedures set forth in the Outdoor Dining & Retail Program Guidelines.
- c. If the violation is not corrected as provided for in the Guidelines, the Zoning Administrator may take the following actions or refer the matter to Planning Commission to take the following action: (1) review an Outdoor Dining or Outdoor Retail Permit at a noticed public hearing and impose Conditions on said Outdoor Dining or Retail use under the permit; or (2) may initiate revocation of the applicable permit for the Outdoor Dining or Outdoor Retail use in accordance with the procedures outlined in Chapter 19.32, Common Procedures of this Zoning Ordinance.

2. **Cessation of Use.** The applicant is required to remove the installation if not in use for a duration of more than 180 days.

F. Appeals. Decisions on Outdoor Dining & Retail Use application submissions and permit decisions may be appealed by the applicant to the City Manager or their designee within 10 days of an action on the application. Design Review actions for non-removable Outdoor Dining may be appealed pursuant to Chapter 19.39: Appeals.

G. Violation—Penalty. Any person who violates, or causes or permits another person or entity to violate, any provision of this chapter shall be subject to administrative citations and fines as set forth under Chapter 1.14: Administrative Penalties

Section 4: Amendment of the El Cerrito Municipal Code. Section 19.20.160 of the El Cerrito Municipal Code is repealed in its entirety.

Section 5: Severability. If any section, subsection, sentence, clause or phrase of this chapter is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this chapter. The city council hereby declares that it would have passed the ordinance codified in this chapter, and each and every section, subsection, sentence, clause or phrase not declared invalid or unconstitutional without regard to whether any portion of this chapter would be subsequently declared invalid or unconstitutional.

Section 6: Effective Date. This Ordinance shall take effect and be enforced thirty days after the date of its adoption. Prior to the expiration of fifteen days from the passage thereof, the ordinance or a summary thereof shall be posted or published as may be required by law, and thereafter the same shall be in full force and effect.

THE FOREGOING ORDINANCE was introduced at a special meeting of the City Council on March 17, 2026 and passed by the following vote:

AYES: Councilmembers
NOES: Councilmembers
ABSENT: Councilmembers
ABSTAIN: Councilmembers

ADOPTED AND ORDERED published at a regular meeting of the City Council held on April 7, 2026 and passed by the following vote:

AYES: Councilmembers
NOES: Councilmembers
ABSENT: Councilmembers
ABSTAIN: Councilmembers

APPROVED:

Gabe Quinto, Mayor

ATTEST:

Holly M. Charléty, City Clerk

ORDINANCE CERTIFICATION

I, Holly M. Charléty, City Clerk of the City of El Cerrito, do hereby certify that this Ordinance is the true and correct original Ordinance No. (2026-XX) of the City of El Cerrito; that said Ordinance was duly enacted and adopted by the City Council of the City of El Cerrito at a meeting of the City Council held on the (DD day of Month, 2026); and that said Ordinance has been published and/or posted in the manner required by law.

WITNESS my hand and Official Seal of the City of El Cerrito on_____.

Holly M. Charléty, City Clerk



Outdoor Dining & Retail Program Guidelines

If you are a business owner with a storefront or building space and want to use outdoor private and/or public space adjacent to your business the following guidelines apply to all proposed Outdoor Dining and Retail uses.

The City has created a streamlined Outdoor Dining & Retail Permit Application for **Removable Outdoor Dining and Retail Uses**, which are those that use temporary furnishing that can be easily rearranged and removed.

Non-Removable Outdoor Dining Uses, which are those that feature furnishings which are permanently installed and not readily removable as defined in Section 19.20.150 of the Municipal Code, are also subject to Design Review. For information and submittal requirements, please see the [Administrative and Tier I Design Review Checklist](#).

The City has adopted Municipal Code Section 19.20.150 to implement regulations relating to Outdoor Dining and Retail Uses, and created the following guidelines, including general and specific standards, for the Outdoor Dining and Retail Program. Please review the guidelines before submitting a Removable Outdoor Dining & Retail Permit Application.

Standards that apply to ALL Outdoor Dining and Outdoor Retail Uses

(For standards and procedures that apply specifically to removable and non-removable Outdoor Dining and Outdoor Retail Activities, please see those sections of the Guidelines below.)

These general standards apply to all applications for removable and non-removable outdoor dining uses. The use of "Applicant" herein shall be as defined under Section 19.20.150(A) of the Muni Code.

A. Location and Fixture Standards

- 1. Adequate Clearance** – Maintain a permanent minimum 5 feet clear pedestrian clearance between the outdoor dining structure and any physical obstruction in the sidewalk, including but not limited to light poles, news racks, trees, benches or other barriers. Furnishings and merchandise shall not be placed in a manner that obstructs access to the 5-foot pedestrian clearance. In areas where existing physical obstructions are present and unavoidable, the Zoning Administrator may permit reduction of pedestrian clearance to 4 feet. Applicants must clearly show the pedestrian clearance on plans submitted to the City. The proposed pedestrian clearance shall not disrupt any normal function of the sidewalk, street, or surrounding areas, or their circulation and shall not obstruct sight distances or otherwise create hazards for vehicle or pedestrian traffic.

2. **ADA Compliance** - Outdoor dining and business activity areas must comply with all requirements of the Americans with Disabilities Act (ADA). Outdoor dining and business activity areas shall not utilize parking spaces required by the ADA or interfere with the path of travel for the parking stalls. Outdoor activities must be conducted in a manner that would facilitate immediate removal of any obstruction of an accessible path of travel identified by a member of the public, including but not limited to having staff onsite who can immediately carry out such removals. If barriers or platforms are provided as a part of the seating area, an accessible route to each table shall be maintained at all times.
3. **Temporary Furnishings** – The outdoor dining area shall not have any permanent furnishings or non-removable fixtures (except with approval of a Non-Removable Outdoor Dining & Retail Permit). The outdoor dining and retail area also shall not have any temporary furnishings or fixtures except the following: Tables, seating, umbrellas, space heaters, planters, solid waste receptacles, racks, shelving for merchandise, other temporary furnishings needed to provide business services, platforms or ramps to achieve ADA compliance, and physical barriers to mark the outdoor dining area. These items must be designed to be weighted down so as not to be blown by the wind or easily tipped over and must be removable. Operators shall maintain the furnishing in such a manner that it shall not be deemed a nuisance. Temporary furnishings shall not block visibility of street signs, crosswalks, and intersections. No stacking or storage of furnishings in outdoor areas is permitted. If a tent or other barricade is used, exits must be clearly marked. Temporary furnishings shall not be secured to streetlights, trees or any other public street furniture.
4. **Temporary Signs** - A maximum of one (1) free-standing menu or merchandizing boards may be displayed within the outdoor dining area or directly in front of the building, which shall have no more than two (2) faces. Temporary signs may have a maximum total surface area of six (6) square feet per face and can be up to 42 inches tall by 30 inches wide. Free-standing signs must not encroach into the pedestrian clearance, a pedestrian travel route, or an accessible path.
5. **Driveways** - All active driveways and drive aisles must be kept clear and accessible without obstruction at all times.
6. **Fire Safety and Emergency Access** - All building exits, exit pathways and fire drive aisles must be kept clear. Access to building fire protection equipment and sidewalk fire hydrants must be kept clear. A fire extinguisher inside the building must be quickly accessible and located no more than 75 feet (path of travel) from the furthest point of outside occupancy to the location inside the building with no locked doors. If patio heaters are used, a fire extinguisher must be mounted outside with a sign and be easily accessible.
7. **Compliance with Applicable Laws.** Outdoor Dining or Outdoor Retail uses shall comply with all applicable federal, state, and local laws at all times, including but not limited to all applicable Fire and Building Standards Code provisions.

B. Operation Standards

1. **Outdoor Food Preparation** - Any outdoor food preparation must receive all applicable approvals and permits from the Contra Costa Department of Environmental Health or

other applicable agencies. Outdoor food preparation can be done in any fire rated tent or canopy that can withstand up to a 60-mph wind. Cooking appliances shall be 20 feet from anything combustible.

2. **Outdoor Serving of Alcohol** - Any outdoor alcohol service must receive all applicable approvals and permits from the California Department of Alcohol Beverage Control or other applicable agencies.
3. **Site Maintenance** - The area shall be maintained in a sanitary condition free from litter, debris and infestation from pests, and the storm drain must be kept clear. At the end of each business day, establishments are required to clean (sweep and/or mop) the area in and around the outdoor use area. No debris shall be swept, washed, or blown into the sidewalk, gutter or street. Any discharge other than storm water into the storm water drainage system is prohibited.
4. **Solid Waste Disposal** – All solid waste generated by the operation of the outdoor dining area, including garbage, green waste and recycling, must be properly sorted and disposed of in receptacles provided for and serving the business. City on-street trash and recycling receptacles shall not be used.
5. **Hours of Operation** - The outdoor dining and retail activity areas shall adhere to the same approved hours of operation as the existing business. The Zoning Administrator may establish alternate hours for the Outdoor Dining and Retail use if they determine the use is causing a nuisance or is detrimental to the public health, safety and welfare of the surrounding neighborhood.
6. **Electrical Extension Cords** - Any electrical cord located outside must utilize heavy duty extension cords (minimum 14 gauge wire) plugged into GFCI receptacles. Cords cannot be in an area subject to damage or creating a trip hazard. Any electrical cords that cross drive aisles shall be protected, e.g. by a commercial raceway or 2x4 boards. Any electrical cords that cross pedestrian paths of travel shall be affixed so that they are not a tripping hazard. Cords cannot be hung overhead unless supported by other means (e.g. attached to a cable). Any change in elevation to facilitate electrical cords on the ground must comply with applicable ADA standards.
7. **Electrical Generators**. Use of generators shall be limited to 32 hours of operation for every 30 calendar days. Exceptions allowed with approval of an Administrative Use Permit. Applicants shall make their best effort to reduce any noise impacts to the surrounding neighborhood and generators shall not cause unnecessary noise as required herein.
8. **Space Heater** - Space heaters are permitted if they are an outdoor approved type, are located in accordance with the manufacturer's recommendations, and are located at least two (2) feet from the edge of any umbrella canvas, any foliage, or any other flammable object or material. Space heaters may be inspected by the Fire Department. Use of fossil fuel powered space heaters is prohibited. The Zoning Administrator may grant an exception to the prohibition of fossil fuel powered space heaters if the Zoning Administrator determines that the use of such heaters is infeasible due to financial or technical considerations.
9. **Private Property Owner** – For use of outdoor private property such as plazas and privately-

owned parking areas, the applicant is responsible to consult and receive authorization of the property owner for the outdoor dining or outdoor retail use, including the size and location of the use. The City will not be a party to discussions or arrangements concerning the leasing or use of outdoor space on private property. City approval of the temporary outdoor use does not replace or supersede any private lease or contractual agreements between your business and the property owner/landlord or property owner's authority for use of their land/site.

10. **Noise** - Outdoor Dining or Outdoor Retail uses shall not generate unnecessary noise. Noise shall be deemed unnecessary if it is so loud or harsh as to occasion physical discomfort to persons of ordinary sensitiveness, and the noise meets the following criteria:

- a. Noise generated between the hours of 7:00 a.m. and 9:59 p.m.:
 - i. Occurs for 30 continuous minutes or more; or
 - ii. Occurs for 60 minutes off and on during a 24-hour period
- b. Noise generated between the hours of 10:00 p.m. and 6:59 a.m.:
 - i. Occurs on more than two instances in a single night; or
 - ii. Occurs on three separate nights over a period of 30 days

11. **Smoking** – Smoking shall be prohibited in conjunction with Outdoor Dining and Outdoor Retail uses in compliance with Chapter 8.06 of the El Cerrito Municipal Code.

12. **Business License** – Applicants for outdoor dining area use are required to obtain and maintain an active business license for the primary business/restaurant. Business licenses are renewed annually.

C. Termination and Complaint Process.

1. **Removal and Termination of Permit.** The Applicant is required to remove the installation if not in use for a duration of more than 180 days.

2. Complaint Process

- a. If a person observes a violation of these Guidelines or Section 19.20.150 of the El Cerrito Municipal Code, then that person may make a report to the City. To make a report, the Reporting Party must provide their name, address, and phone number; the address where the violation occurred, the date and time when the violation occurred, and identify the party responsible for the violation. Only one complaint will be accepted per reporting address.
- b. After a report is submitted, the City shall independently confirm that the report has been filed in compliance with the requirements hereunder and whether the complaint can be substantiated. If the complaint is substantiated as determined by the City, the City will send a warning letter to the address and/or party identified in the initial report and inform the property owner of the complaint. The business has 15 days after receiving the warning letter to correct the violation.
- c. If the violation is not corrected, the Reporting Party may make a second report. The second report must be in a notarized affidavit made under penalty of perjury, by completing a form. Upon receiving a substantiated complaint in the form of a notarized affidavit the Zoning Administrator or Planning Commission may review an Outdoor Dining or Outdoor Retail use at a noticed public hearing and impose

Conditions on the Outdoor Dining and Retail use or may initiate revocation of the applicable permit.

General Application Requirements:

For Removable Outdoor Dining & Outdoor Retail Permit

You will need to have the following information ready before you complete the application form:

- *ABC Approval (only if you plan to serve alcohol outside)* – If alcohol is sold and served, you will be asked to upload proof of California Department of Alcoholic Beverage Control (ABC) approval.
- *Public Sidewalks - Use of Public Sidewalks require the following:*
 - *Certificates of Insurance* - General Liability insurance is required, in an amount not less than \$1,000,000.
 - *Hold Harmless Waiver* - The applicant shall provide an executed City hold harmless waiver, file a written agreement in a form approved by the City Attorney stating they will indemnify and defend the City in the event that any person is injured in the right-of-way as a result of the presence of such Outdoor Dining area or Outdoor Retail. The applicant shall provide verification of this policy annually
- *Fill out streamlined on-line application* (<https://www.el-cerrito.org/1508/Outdoor-Seating>)
 - Submit all materials as outlined in the Outdoor Dining and Retail checklist.
 - Provide payment as defined in the master fee schedule.
 - If you are proposing outdoor food preparation or space heaters, additional review and inspections shall be required by the El Cerrito Fire Department.

For Non-Removable Outdoor Dining & Permit

In order to apply for a **Non-Removable Outdoor Dining & Permit**, in addition to the general application requirements you will need to comply with the following:

- *Design Review Application - The installation of furnishings and structures shall be subject to Tier I Design Review within the SPASP area or Administrative Design Review in all other areas.*
 - *Submit all materials as outlined in the* [Administrative and Tier I Design Review Checklist](#).
- *Public Sidewalks - Use of Public Sidewalks for non-removable fixtures shall also require the following:*
 - *Encroachment Permit.* Applicants for an Outdoor Dining or Outdoor Retail use in the public right-of-way shall obtain an Encroachment Permit from the City. Fees and submittal requirements can be found at <https://www.el-cerrito.org/513/Encroachment-Permit>
 - *Encroachment permits are required to be renewed every 6 months and are subject to renewal fees, as defined in the master fee schedule.*

Note: This Outdoor Dining and Retail program does not permit “parklets.” Parklets are areas for seating and amenities that are contained in parking areas of the public right-of-way. Parklets must be requested through the City’s Encroachment Permit process where they will be considered on a case by case basis.



AGENDA BILL

Agenda Item No. 8.B.

Date: March 17, 2026
To: El Cerrito City Council
From: Crystal Reams, Finance Director/City Treasurer
Subject: Amendments to the City Comprehensive Financial Policies

ACTION PROPOSED

Consider the Financial Advisory Board's recommended changes to the City of El Cerrito Comprehensive Financial Policies and adopt a resolution to revise the Policies to include grammatical and minor language edits.

BACKGROUND

The City of El Cerrito's Comprehensive Financial Policies serve as a guideline for operational and strategic decision-making related to financial matters for use by the City Council and staff. The goal is to maintain the City's financial stability in order to continually adapt to local, regional, and national economic changes. Such policies will allow the City to maintain and enhance a sound fiscal condition. These Financial Policies are reviewed annually by the Financial Advisory Board (FAB) and any proposed substantive revisions are submitted to the City Council for approval. The City's Comprehensive Financial Policies are utilized when preparing the Annual Operating Budget and are in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA). These Policies were last revised by the City Council on November 19, 2024.

In order to ensure that the City continues to have sufficient reserves and continues to operate sustainably in the long-term, the FAB evaluated the Comprehensive Financial Policies with respect to the General Fund Reserve policy threshold at the December 18, 2025 meeting. On March 3, 2026, the City Council received a [recommendation from the FAB](#) to revise the Comprehensive Financial Policies, and submitted [proposed changes and edits](#) for the City Council to consider.

ANALYSIS

The FAB recommendation includes changes to Sections 3.2 and edits to Sections 1.1, 2.2, 2.3, 2.10.2, 3.1, 6.5.2, 6.6.2, 7.1, 8.1, 8.3, 8.4, 8.6, 9.3, 9.5, 9.7, and 11.2 of the Comprehensive Financial Policies. The proposed revisions to all but Section 3.2 are grammatical or minor language edits, and the proposed changes to Section 3.2 would revise the City's General Fund Reserve policy. The FAB's motion to recommend these revisions to the City Council passed by a 2-1 vote with one member absent.

The current language regarding General Fund Reserve levels in Section 3.2 of the Comprehensive Financial Policies reads:

3.2. It is a goal of the City to maintain an unrestricted General Fund operating

reserve of 17% of projected General Fund operating expenditures in each fiscal year. The City Council may adopt a deficit budget if the projected reserve does not go below 10% in any year of the Five-Year Budget Forecast. Should the General Fund reserve fall below 10%, each budget year the City will adopt a plan to restore the reserve percentage to 17%.

The City is following this policy, and the current reserve level of 19% exceeds the minimum level of 17% of General Fund expenditures as stated in Section 3. As of the FY 2025-26 mid-year update, the City has generated a total reserve level of \$21,449,043, including \$10,813,422 in unassigned General Fund Reserve, \$2,960,245 in the City's Section 115 Pension Trust, \$7,500,000 in the EDRF, and \$175,376 in non-spendable fund balance.

The language proposed by the FAB reads as follows:

3.2. It is a policy of the City to maintain an unrestricted General Fund operating reserve of 17% of projected General Fund operating expenditures in each fiscal year. The City Council may adopt a deficit budget. Should the projected General Fund reserve fall below 17% in any year of the five-year budget forecast, the City will adopt a plan in the next budget cycle to restore the reserve percentage to 17%.

Staff Recommendation

Staff recommends that the City Council does not change the current language for Section 3.2. In the past several years, the City Council has intentionally used the word "goal" to convey the ideal level of General Fund Reserves, yet allows for flexibility and discretion by the Council. The FAB's proposed language creates a more restrictive policy that is less discretionary. In the current economic climate, staff believes that this language could create a situation that would negatively impact City services, since the City Council's options for using General Fund reserves would be limited by this policy. Staff concurs with the FAB's proposed edits in all other Sections, which are included in Exhibit A to the Resolution. Should the City Council wish to include the FAB's proposed changes to Section 3.2, Exhibit A would be amended accordingly once the Resolution is adopted.

STRATEGIC PLAN CONSIDERATIONS

This action supports the [City's Strategic Plan Goal\(s\)](#) of:

- *High Performing Organization.*

ENVIRONMENTAL CONSIDERATIONS

This section is not applicable to this agenda item.

FINANCIAL CONSIDERATIONS

There is no current fiscal impact to the City of adopting this policy. The City currently has General Fund reserves above the levels outlined in the policy.

LEGAL CONSIDERATIONS

This section is not applicable to this agenda item.

Reviewed by:

A handwritten signature in blue ink, appearing to read 'Karen Pinkos', is written over a faint yellow rectangular background.

Karen Pinkos, City Manager

Attachments:

1. Resolution
2. Exhibit A to Resolution

RESOLUTION 2026-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO APPROVING AMENDMENTS TO THE CITY OF EL CERRITO COMPREHENSIVE FINANCIAL POLICIES RELATED TO VARIOUS GRAMMATICAL CORRECTIONS

WHEREAS, the purpose of the Comprehensive Financial Policies are to provide guidelines for operational and strategic decision making related to financial matters; and

WHEREAS, the Comprehensive Financial Policies were last amended in November 2025 as a part of the annual review; and

WHEREAS, the Comprehensive Financial Policies have been reviewed by the Financial Advisory Board (FAB); and

WHEREAS, the FAB and the City Council intend to modify the Comprehensive Financial Policies to correct grammatical errors and typos; and

WHEREAS, City staff agree with the recommended amendments to the Comprehensive Financial Policies that establish the intended revisions; and

WHEREAS, revisions to the policy proposed by the FAB and City staff have been incorporated in the attached document.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito, that it hereby approves the City of El Cerrito Comprehensive Financial Policy effective March 17, 2026 incorporated by reference and attached hereto as Exhibit A.

BE IT FURTHER RESOLVED that this resolution shall become effective immediately upon passage and adoption

I CERTIFY that at a special meeting on March 17, 2026, the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on _____.

Holly M. Charléty, City Clerk

APPROVED:

Rebecca Saltzman, Mayor Pro Tem

CITY OF EL CERRITO COMPREHENSIVE FINANCIAL POLICIES

Approved: Resolution No. 2024-82: November 19, 2024

PURPOSE:

To establish a comprehensive set of financial policies for the City that will serve as a guideline for operational and strategic ~~decision-making~~~~decision-making~~ related to financial matters.

POLICY:

The following financial policies are intended to establish a comprehensive set of guidelines for use by the City Council and staff ~~on-in~~ decision-making that has a fiscal impact. The goal is to maintain the City's financial stability in order to be able to continually adapt to local, regional, and national economic changes. Such policies will allow the City to maintain and enhance a sound fiscal condition.

This financial policy will be reviewed annually by the Financial Advisory Board and any proposed substantive revisions will be submitted to the City Council for approval. The City's comprehensive financial policies will be utilized when preparing the Annual Operating Budget and shall be in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).

1. OVERVIEW & LONG-TERM FINANCIAL PLANNING

- 1.1. A Five-Year ~~Year Financial Plan will be prepared at a minimum for the General Fund, and Financial Plan will be prepared at a minimum for the General Fund and the~~ Integrated Waste Management Funds. The City's Five-Year Financial Plan is the long-term picture of the City's finances and will be updated annually as part of the annual budget process.
- 1.2. The City shall seek a balance in the overall revenue structure between more stable revenue sources (e.g., Property Tax and Utility Taxes) and economically sensitive revenue sources (e.g., Sales Tax).
- 1.3. The City shall develop and maintain methods for the evaluation of future development and major fiscal impacts on the City budget.
- 1.4. The City shall develop and implement a financial plan to address its funding needs for issues like deferred maintenance and unfunded liabilities.
- 1.5. The City shall address issues related to cash flow requirements and any short term borrowing requirements on a timely basis.
- 1.6. The City shall require any annexation agreements to have a long- term beneficial financial impact on the City.

2. BUDGET POLICIES

- 2.1. The City Manager shall prepare a proposed annual budget to be reviewed by the Financial Advisory Board and presented to the City Council within all statutorily prescribed deadlines. The City Council will adopt the budget at a public hearing by June 30 of each year.
- 2.2. A Budget will be adopted by Resolution of the City Council annually, which will contain the budget amendment process, budget amendment authority, and spending authorities. All departments are responsible for meeting the City's financial policy goals and ensuring the City's long-term financial health. Budget control is maintained at the fund level. The City Manager is authorized to transfer budgeted amounts within departments and within funds. In addition, amendments that are made to authorize spending of increased or new ~~special-purposes~~~~special-purpose~~ revenues may be approved by the City Manager. Budget modifications between funds or increases or decreases to a fund's overall budget must be approved by the City Council.

- 2.3. It is the City's policy to adopt a balanced General Fund budget where operating revenue is equal to, or exceeds, operating expenditures. In the event a balanced budget is not adopted, due to a deliberate reduction of accumulated fund balance or if the cause of the imbalance is expected to last for no more than one year, as with the case of a ~~one~~ timeone-time settlement or large purchase, the planned use of reserves to balance the budget is permitted as long as the reserve is consistent with the amounts described in Section 3., General Fund Balance Reserve Policy.
- 2.4. The operating budget shall serve as the annual financial plan for the City. It shall serve as the City's management plan for implementing goals and objectives of the City Council, City Manager and departments and will define service levels.
- 2.5. During the annual budget development process, the existing budget shall be examined to assure removal or reduction of any services or programs that should be eliminated or reduced in cost.
- 2.6. The annual review process shall include an assessment to determine if funds are available to operate and maintain proposed capital facilities and other public improvements.
- 2.7. Any General Fund year-end operating surplus (the excess of actual General Fund revenue less actual General Fund expenditures) shall be allocated for the following, subject to City Council approval, using the following priority order until any such annual General Fund surplus is fully allocated:
 1. General Fund Reserve, until the General Fund has reached 100% of its targeted reserve ratio as specified in the General Fund Reserve Policy (Section 3 of this policy).
 2. Emergency Disaster Relief Fund (EDRF), until the balance in that fund reaches 100% of the target balance as specified in Emergency and Disaster Recovery Fund (Section 4 of this policy).
 3. A minimum of 33% of the remaining surplus to additional discretionary payments towards the City's unfunded liabilities and/or contributions towards a pension or other post-employment benefit trust.
 4. The City Manager will make recommendations to the City Council to use any remaining surplus to fund non-recurring expenditures such as capital improvements, equipment purchases, or other, one-time expenditures which will not require additional future expense outlay for maintenance, additional staffing, or other recurring expenditures.
- 2.8. Where practical, the City's annual budget will include performance measures of workload, efficiency, and effectiveness.
- 2.9. Revenues:
 - 2.9.1. The City will estimate annual revenues using an objective, analytical process; specific assumptions will be documented and maintained. Budgeted revenues will be estimated conservatively using accepted standards and estimates provided by the state, other governmental agencies, and/or reliable economic forecasters when available.
 - 2.9.2. Specific revenue sources will not be dedicated for specific purposes, unless required by law or Generally Accepted Accounting Principles (GAAP). All non-tax increment, non-restricted revenues will be deposited in the General Fund and appropriated through the budget process. On-going revenues will fund on-going expenditures.
 - 2.9.3. A diversified and stable revenue system will be maintained to the extent possible to protect programs from short-term fluctuations in any single revenue source.

2.10. Appropriations:

- 2.10.1. The City shall, to the extent possible, pay for current year expenditures with current year revenues. Where authorized activities or equipment remain incomplete and/or unpurchased, revenues and/or fund balance may be carried forward at the City Manager's direction to the next fiscal year to support such an activity/purchase.
- 2.10.2. The City shall avoid budgetary procedures ~~which~~ that rely on financial strategies that defer payment of current operating expenses to future years.
- 2.10.3. Department Heads are responsible for ensuring that department expenditures stay within the department's budgeted appropriation.
- 2.10.4. A City Council Resolution is necessary to increase any total fund appropriation where no corresponding revenue offset exists that is restricted for that purpose.
- 2.10.5. The City Manager may adjust appropriations among departments within a fund.

3. GENERAL FUND RESERVE POLICY

- 3.1. The purpose of the reserve policy is to set aside funds to insure against events that would adversely affect the financial condition of the City and jeopardize the continuation of necessary public services. The reserve is designed to protect issuer ratings and offset economic downturns and revenue shortfalls.
- 3.2. It is a goal of the City to maintain an unrestricted General Fund operating reserve of 17% of projected General Fund operating expenditures in each fiscal year. The City Council may adopt a deficit budget if the projected reserve does not go below 10% in any year of the Five-Year Budget Forecast. Should the General Fund reserve fall below 10%, each budget year the City will adopt a plan to restore the reserve percentage to 17%.
- 3.3. The unreserved fund balance in an Internal Service Fund may be transferred to the General Fund only for a fiscal emergency or for one-time uses such as natural disasters or unforeseen liabilities.

4. EMERGENCY AND DISASTER RECOVERY FUND (EDRF)

- 4.1. The City shall maintain a separate fund on its books called the Emergency and Disaster Recovery Fund (EDRF), which will be a restricted portion of the City's General Fund. The cash in this fund will be invested in accordance with the City's investment policy.
- 4.2. The purpose of this fund is to provide cash reserves in the event of severe economic downturns or disasters. The City shall fund and maintain the EDRF at 13% of the projected General Fund operating expenditures in each fiscal year.
- 4.3. The City Council may authorize the use of the EDRF for the purposes described in this Section 4 by a simple majority of the quorum. In the event that, because of an emergency, a quorum of the City Council is unavailable to meet, a single member or the City Manager may call a meeting to reconstitute the City Council, pursuant to the California Emergency Services Act (Gov. Code § 8642.) Once reconstituted, the City Council may authorize the use of the EDRF for the purposes described in this Section 4.
- 4.4. In the event that, because of the nature of an emergency, use of the EDRF is necessary before it is possible for the City Council to meet, the City Manager may use the EDRF for the purposes described in this Section 4. At the first meeting of the City Council thereafter, the City Council shall be asked to ratify the action of the City Manager. In the event that the City Manager is unavailable because of the emergency, the assistant director of emergency services, as defined in Chapter 2.28 of the El Cerrito Municipal Code, may use the EDRF for the purposes described in this Section 4. At the first meeting

of the City Council thereafter, the City Council shall be asked to ratify the action of the assistant director of emergency services.

5. FINANCIAL REPORTING POLICIES

- 5.1. Accounting Standards: The City's accounting and financial reporting systems shall be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA). The City will make every attempt to implement all changes to governmental accounting practices at the earliest practicable time.
 - 5.1.1. Annual Audit: An annual audit will be performed by an independent public accounting firm with an audit opinion to be included with the City's published Annual Comprehensive Financial Report (ACFR). The ACFR will be submitted annually to the Government Finance Officers Association for peer review with the goal of continuing receipt of the Certificate of Achievement for Excellence in Financial Reporting.
 - 5.1.2. The independent firm will be selected through a competitive bidding process at least once every five years. The contract may be for an initial period of three years with two additional one-year options at the City Council's discretion. The current firm may be allowed to participate in the bid process. The need for rotation of the audit staff or audit firm will be considered in the bid process. The Finance Director will review the qualifications of prospective firms and make a recommendation to the City Council. The audit contract will be awarded by the City Council.
- 5.2. The City shall prepare and issue timely interim budget reports on the City's fiscal status to the City Council on no less than a quarterly basis. Reports will be prepared and presented to the City Council that explain key economic and fiscal developments, note significant deviations from the budget, include information on revenue and expenditures by operating department and by revenue/expenditure category, and when required, outline any corrective actions necessary to maintain the City's financial position. Reports may be required on a monthly basis by the City Council if they deem it necessary to more frequently monitor the budget. Reports will be provided to the public on the City's website.

6. OPERATIONAL MANAGEMENT POLICIES

- 6.1. The City shall not commit to new spending for operating or capital improvement purposes until an analysis of all current and future cost implications relating to those programs and projects is completed.
- 6.2. All departments are responsible for meeting policy goals and ensuring long-term financial health. Future service plans and program initiatives will be developed to reflect current policy directives, projected resources and future service requirements.
- 6.3. Departmental requests for increases in staffing will be thoroughly analyzed; only those that meet adopted program initiatives and policy directives will be considered. To the extent feasible, personnel cost reductions will be achieved through attrition.
- 6.4. User Fees and Charges and Development Impact Fees:
 - 6.4.1. Where direct services to users can be measured, as set forth in the Master Fee Schedule, the City should use appropriate fees, charges, or assessments rather than general tax funds. All user fees and charges will be examined or adjusted annually to determine the direct and indirect cost of service. User fees and charges for services shall be established at a level related to the cost of providing such service

except where the City Council has determined there is a public benefit to subsidize the service with tax-based revenue. The acceptable recovery rate and any associated changes to user fees and charges will be approved by the City Council following public review.

- 6.4.2. The City may identify the costs associated with new development as a basis for establishing development impact fees, but the long-term benefit of the development to the City should be considered in establishing such fees.

6.5. Grant Management:

- 6.5.1. The City shall actively pursue federal, state and other grant opportunities when deemed appropriate. Before accepting any grant, the City shall thoroughly consider the implications in terms of ongoing obligations that will be required in connection with acceptance of said grant and present that report for approval by the City Council.

- 6.5.2. The term of ~~Grant-funded~~Grant-funded positions for programs should be clearly identified and presented to the City Council for approval. It is mandatory to disclose if General Fund revenues will be needed to fund a position during or after the Grant or program expires.

- 6.5.3. Grant funding will be considered to leverage City funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs. Programs financed with grant monies will be budgeted in separate cost centers, and the service program will be adjusted to reflect the level of available funding. In the event of reduced grant funding, City resources may be substituted only after all program priorities and alternatives are considered.

- 6.5.4. The cost of all externally mandated services for which funding is available shall be fully evaluated, including overhead, to allow for complete reimbursement of expenses.

6.6. Revenue Collection Policy:

- 6.6.1. The City will pursue revenue collection and auditing to ~~assure~~ensure that monies due the City are received in a timely manner.

- 6.6.2. The City will seek reimbursement from the appropriate agency for State and ~~Federal-mandated~~Federal-mandated costs whenever possible.

- 6.6.3. The City will centralize accounts receivable/collection activities so that all receivables are handled consistently.

- 6.6.4. Accounts receivable management and diligent oversight of collections from all revenue sources are imperative. Sound financial management principles include the establishment of an allowance for doubtful accounts. Efforts shall be made to pursue the timely collection of delinquent accounts. When such accounts are deemed uncollectible, they will be written-off from the financial statements in accordance with established policies.

7. FINANCIAL MANAGEMENT POLICIES

- 7.1. Staff shall keep the City Council apprised of financial opportunities available and shall develop appropriate recommendations.

- 7.2. All requests for City Council action in excess of the City Manager's approval limit, shall include an analysis of the immediate and future fiscal impact of such action, particularly impacts on the General Fund. No appropriation for new or expanded programs or staffing levels shall be approved without identifying the amount and source of available funds.

7.3. Cash Management Investment:

- 7.3.1. Cash and investment programs will be maintained in accordance with California Government Code Section 53600 et seq. and the City's adopted investment policy

and will ensure that proper controls and safeguards are maintained. Pursuant to the Investment Policy, the Financial Advisory Board, at least annually will review, and the City Council will affirm, a detailed investment policy.

- 7.3.2. Reports on the investment portfolio and cash position will be developed and presented to the Financial Advisory Board and the City Council in conformity with the California Government Code.
- 7.3.3. Funds will be managed in a prudent and diligent manner with emphasis on safety of principal, liquidity, and yield, in that order.
- 7.3.4. The quarterly report shall include a statement in compliance with California Government Code 53646.

8. CAPITAL IMPROVEMENT PROJECT POLICIES

- 8.1. A ~~Ten-year~~Ten-Year Capital Improvement Plan will be developed and updated annually, including anticipated funding sources. Capital improvement projects are defined as infrastructure or equipment purchases or construction ~~which~~that result in a capitalized asset and have a useful (depreciable) life of two years or more.
- 8.2. Each Capital Improvement Project will identify, where applicable, current operating maintenance costs and funding streams available to repair and/or replace deteriorating infrastructure and to avoid significant unfunded liabilities.
- 8.3. The City will develop and implement a post-implementation evaluation of its ~~infrastructures~~infrastructure's condition on a specified periodic basis, estimating the remaining useful life, and projecting replacement costs.
- 8.4. The City shall actively pursue outside funding sources for all Capital Improvement Projects. Outside funding sources, such as grants, shall be used to finance only those Capital Improvement Projects that are consistent with the Ten-year Capital Improvement Plan and/or local governmental priorities, and ~~who's~~whose operating and maintenance costs will be included in future operating budget forecasts.
- 8.5. Capital improvement lifecycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance and replacement costs associated with new capital improvements will be forecasted, matched to available revenue sources, and included in the Operating Budget. Capital project contract awards will include a fiscal impact statement disclosing the expected operating impact of the project and when such cost is expected to occur.
- 8.6. The City must carefully seek and analyze the appropriate type of financing instrument ~~appropriate~~ for financing capital projects. Several options may be available – general obligation debt, fee-supported debt, fund reserves, tax increment, etc. All debt financing mechanisms shall be carefully considered and analyzed for fiscal benefit and cost effectiveness. Long-term borrowing shall be restricted to projects too large to be financed from current revenues (pay-as-you-go). Where possible, special assessment, revenue or other self-supporting bonds shall be used in lieu of general obligation bonds.

9. DEBT MANAGEMENT POLICIES

- 9.1. These Debt Management Policies are intended to comply with Government Code Section 8855(i) and shall govern all debt undertaken by the City. The City hereby recognizes that a fiscally prudent debt policy is required in order to:
 - Maintain the City's sound financial position.
 - Ensure the City has the flexibility to respond to changes in future service priorities, revenue levels, and operating expenses.
 - Protect the City's creditworthiness.

- Ensure that all debt is structured in order to protect both current and future taxpayers, ratepayers and constituents of the City.
- Ensure that the City's debt is consistent with the City's planning goals and objectives and capital improvement program or budget, as applicable.

9.2. Purposes for Which Debt May Be Issued

9.2.1. Long-Term Debt: Long-term debt may be issued to finance the construction, acquisition, and rehabilitation of capital improvements and facilities, equipment and land to be owned and operated by the City.

a. Long-term debt financings are appropriate when the following conditions exist:

- When the project to be financed is necessary to provide basic services
- When the project to be financed will provide benefit to constituents over multiple years
- When total debt does not constitute an unreasonable burden to the City and its taxpayers and ratepayers.
- When the debt is used to refinance outstanding debt in order to produce debt service savings or to realize the benefits of a debt restructuring.

b. Long-term debt financings are not appropriate for current operating expenses and routine maintenance expenses.

c. The City may use long-term debt financings subject to the following conditions:

- The project to be financed must be approved by the City Council.
- The weighted average maturity of the debt (or the portion of the debt allocated to the project) will not exceed the average useful life of the project.
- The City estimates that sufficient revenues will be available to service the debt through its maturity.
- The City determines that the issuance of the debt will comply with the applicable state and federal law.

9.2.2. Short-term debt: Short-term debt may be issued to provide financing for the City's operational cash flows in order to maintain a steady and even cash flow balance. Short-term debt may also be used to finance short-lived capital projects; for example, the City may undertake lease-purchase financing for equipment.

9.2.3. Financings on Behalf of Other Entities. The City may also find it beneficial to issue debt on behalf of other governmental agencies or private third parties in order to further the public purposes of the City. In such cases, the City shall take reasonable steps to confirm the financial feasibility of the project to be financed and the financial solvency of any borrower and that the issuance of such debt is consistent with the policies set forth herein.

9.3. Types of Debt: The following types of debt are allowable under these Debt Management Policies:

- general obligation bonds
- bond or grant anticipation notes
- tax and revenue anticipation notes
- lease revenue bonds, certificates of participation and lease-purchase transactions

- other revenue bonds (including sales tax revenue bonds) and certificates of participation
- pension obligation bonds
- land-secured financings, such as special tax revenue bonds issued under the Mello-Roos Community Facilities Act of 1982, as amended, and limited obligation bonds issued under applicable assessment statutes
- tax increment financing to the extent permitted under state law
- conduit financings, such as financings for affordable rental housing and qualified ~~501(c)3~~ 501(c)(3) organizations

The City may, from time to time, find that other forms of debt would be beneficial to further its public purposes and the City Council may approve such debt by amending these Debt Management Policies.

Debt shall be issued as fixed-rate debt unless the City makes a specific determination as to why a variable rate issue would be beneficial to the City in a specific circumstance.

- 9.4. Relationship of Debt to Capital Improvement Program and Budget: New debt issues, and refinancing of existing debt, must be analyzed for compatibility within the City's Ten-Year Capital Improvement Plan. The City shall strive to fund the upkeep and maintenance of its infrastructure and facilities due to normal wear and tear through the expenditure of available operating revenues. The City shall seek to avoid the use of debt to fund infrastructure and facilities improvements that are the result of normal wear and tear. The City shall seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements or equipment from its General Fund.

- 9.5. Policy Goals Related to Planning Goals and Objectives: The City is committed to long-term financial planning, maintaining appropriate ~~reserves~~ reserve levels and employing prudent practices in governance, management and budget administration. The City intends to issue debt for the purposes stated in these Debt Management Policies and to implement policy decisions incorporated in the City's Five-Year Financial Plan and its annual operating budget.

It is a policy goal of the City to protect taxpayers, ratepayers, and constituents by utilizing conservative financing methods and techniques so as to obtain the highest practical credit ratings (if applicable) and the lowest practical borrowing costs.

The City will comply with applicable state and federal law as it pertains to the maximum term of debt and the procedures for levying and imposing any related taxes, assessments, rates and charges.

When refinancing debt, it shall be the policy goal of the City to realize, whenever possible, and subject to any overriding non-financial policy considerations, (i) minimum net present value debt service savings equal to or greater than 5% of the refunded principal amount, and (ii) present value debt service savings equal to or greater than 100% of any escrow fund negative arbitrage.

- 9.6. Internal Control Procedures: When issuing debt, in addition to complying with the terms of these Debt Management Policies, the City shall comply with any other applicable policies regarding initial bond disclosure, continuing disclosure, post-issuance compliance, and investment of bond proceeds. The City will periodically review the requirements of and will remain in compliance with the following:
- the City's Disclosure Policies and Procedures, and
 - any federal tax compliance requirements, including, without limitation, arbitrage and rebate compliance, related to any prior bond issues, and

- the City's investment policies as they relate to the investment of bond proceeds.

Whenever reasonably possible, and for the purpose of ensuring that proceeds of debt will be used for their intended purpose, proceeds of debt will be held by a third-party trustee and the City will submit written requisitions for such proceeds. The City will submit a requisition signed by the Finance Director only after obtaining the signature of the City Manager.

- 9.7. Debt Limits: The outstanding principal amount of debt described in ~~Section B~~ Section 9.3 will not exceed two percent (2%) of the total assessed value of property in the City, and debt service and lease payments incurred for financing purposes that are payable from the City's General Fund will not exceed 5% of operational appropriations.

10. EQUIPMENT REPLACEMENT FUND

- 10.1. The City may maintain a dedicated fund to provide for replacement of vehicles and certain equipment. Unreserved fund balance will be available for transfer to the General Fund only in the event of a fiscal emergency as described in Section 3.

11. ENTERPRISE FUNDS

- 11.1. All Enterprise Funds user fees will be examined annually to ensure that they recover all direct and indirect costs of service, provide for capital improvements and maintenance, and maintain adequate reserves.
- 11.2. Rate increases shall be approved by the City Council following formal noticing notice and a public hearing. Rate adjustments will be based on the projected expenditures in the Ten-Year Financial Plan.



**SUPPLEMENTAL AGENDA MATERIALS
CITY COUNCIL MEETING
MARCH 17, 2026
(revised 3/18/2026)**

SPECIAL CITY COUNCIL MEETING (6:00 PM)

Public Comments (Not on the Agenda and Consent Calendar)

Agenda Item No. 7.A. – Introduce an Ordinance to Adopt Permanent Outdoor Dining and Retail Sales Regulations

1. Presentation
2. Public Comments

Agenda Item No. 8.A. – Fiscal Year 2026-27 and 2027-28 Budget Study Session
Presentation

General Public Comments

From: [Joe The Show](#)
To: [City Clerk](#)
Cc: [Gabe Quinto](#); [Karen Pinkos](#); [Lisa Motoyama](#); [Rebecca Saltzman](#); [Carolyn Wysinger](#); [William Ktsanes](#)
Subject: Public Comments - Library Tax Initiative
Date: Friday, March 6, 2026 8:46:14 AM

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Dear City Attorney Woodruff and Members of the El Cerrito City Council,

We write as concerned residents and voters ahead of the June 2, 2026, special election on the citizens' initiative for the El Cerrito Library and Library Services Parcel Tax (the "Initiative," as detailed in the February 19, 2026 §9212 Impact Report).

The Initiative's Senior Exemption (proposed Municipal Code §4.58.030(C)(3)) is written in *crystal-clear, unambiguous language*:

"shall be exempt from the Special Tax **if one of the owners qualifies for participation in either or both** the Gonzales-Deukmejian-Petris Senior Citizen Property Tax Assistance Law... **or** the Senior Citizen Property Tax Postponement Law."

This ties eligibility *explicitly* to participation in two named *state* programs, not to some flexible local criteria, income tables, or administrative discretion. One program (the HRA) has been "unfunded and inactive" since 2009 (with no applications accepted for over 15 years), and the other has strict, state-determined thresholds (e.g., ~\$55,181 income cap for 2025-26, equity requirements, state approval via Controller/Franchise Tax Board).

Yet, your February 19, 2026 §9212 report already plants the seeds for unilateral changes, claiming "discretion" because applications **"may require** proof" of state participation, and citing broad "implement or administer" powers (§4.58.100) or "clarify vagueness" authority (§4.58.090). These interpretations are *not* neutral. They signal intent to decouple the exemption from the state programs post-election, effectively rewriting who qualifies via resolution or administrative fiat.

This is unacceptable pre-election maneuvering:

1. ***It risks misleading voters.*** The ballot materials, arguments (due March 18 and 23, 2026), and impartial analysis must present the measure "as written," not as the City hopes to reinterpret it later. Any suggestion of "flexibility" on the senior exemption could inflate

perceived benefits, constituting an improper promotion of the measure or failure to provide a "true and impartial" summary (Elections Code §§ 9203, 9212).

2. It violates voter intent and Prop 218 principles. The Initiative is a "citizens' petition." As such, voters will approve (or reject) the "exact text" before them. Post-election substantive changes to exemptions (altering tax burdens) require voter re-approval under Article XIII C. Preemptively claiming amendment power erodes trust and invites post-passage litigation.

3. It undermines the measure's campaign promises. Supporters have marketed this as broad "senior relief." If the City plans to rigidly enforce the narrow, state-dependent criteria - or worse, quietly expand/restrict it - the public deserves full disclosure *now*, not after votes are cast.

Demand: Before or at next week's discussion on the exemption, the City must publicly commit in a formal resolution, updated §9212 clarification, or written statement distributed to Council, posted online, and shared with ballot argument submitters *that*:

- The Senior Exemption will be enforced **exactly as written**: limited to owners who "qualify for and participate in" one of the two named state programs, with proof of state approval required where applicable.
- No post-election "interpretations," resolutions, or administrative changes will alter, expand, or substitute the qualifying criteria without a new vote of the people.
- The impartial analysis and any City communications will reflect this plain-language commitment, without hedging or "discretion" caveats that could mislead voters.

Failure to provide this commitment will fuel:

- Strong "No" ballot arguments highlighting the exemption's narrowness and City's planned "flexibility" as deceptive.
- Vigorous opposition campaign efforts emphasizing bait-and-switch risks.
- Potential pre-election legal action (e.g., writ of mandate to compel accurate impartial analysis) or post-election challenges if passed under false pretenses.
- Public exposure of this as an attempt to secure voter approval now and rewrite later.

The voters deserve honesty before June 2. Please provide the requested commitment in writing by March 15, 2026, or explain in detail why the City intends to deviate from the

Initiative's explicit text.

We, and many residents, are watching closely.

Sincerely,

Joe Gavazza, Bill Barish, and Darby Falkenstine

Submitted by Michael Coan

March 17 2026

Early in March, I wrote a letter to the City regarding the Ballot Summary for the library tax. That letter was largely ignored. I apologize to the City Attorney. His e-mail is not listed on the city website.

On March 3, I stood here and asked you to correct the false language regarding a so-called “senior exemption” in the Ballot Summary for the library property tax. That request was also ignored.

As I explained then, the measure does not actually provide a “senior exemption”, and I refer you to my letter for the reasons.

We know that generally, a citizens’ initiative must appear on the ballot as written by the citizens.

But, I do not believe that that gives those Sponsors the right to deceive the public about the contents of the initiative when writing a summary.

My request to correct the summary was ignored by the City, and the county registrar received the measure containing the false language for the Summary section.

I understand now that the Registrar has opened an inquiry and has sent this to the City of El Cerrito.

Will the City again approve this falsehood? Will the City be complicit in this deception? It is not often that you get a second chance.

The City knows this summary is false. They know it is false because the Council has been openly discussing adding a “real” senior exemption to this tax and have scheduled a meeting about it.

The initiative as submitted would deliver no senior exemption, and the Summary falsely states that it would.

Are you going to correct this?

I have also noticed that the City Attorney has written an alleged “impartial analysis” for this initiative. It is not impartial. He has copied the words regarding an exemption from the initiative; and these words do not deliver a “senior exemption”. The initiative does show how a qualified person could apply for a loan, thereby placing a lien on their property.

Are you going to correct this?

I am aware from your correspondence that you know that this initiative does not deliver an exemption.

I am reasonably sure that the law does not allow a so-called impartial analysis to invent the results if an initiative were passed.

The City and the City Attorney are perpetrating a gross deception on the Citizens of El Cerrito. Is that what you want to do?

From: [Ira Sharenow](#)
To: [City Clerk](#); [Holly Charléty](#)
Cc: [Gabe Quinto](#); [William Ktsanes](#); [Lisa Motoyama](#); [Rebecca Saltzman](#)
Subject: Public Comment Item 6B
Date: Tuesday, March 17, 2026 7:10:19 AM

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I was reviewing Item 8A from the February 7, 2023 council meeting.

It looks like Parcel B and Parcel C East were supposed to have been completed this year. What went wrong?

Construction for Parcel C West, where a library was supposedly going to be built, had a construction schedule of 2025-2027. What went wrong?

Ira Sharenow
El Cerrito, CA

From: [Ira Sharenow](#)
To: [Bridget Cooney](#)
Cc: [Linda S. Cain](#); [REDACTED]; [City Clerk](#)
Subject: Committee on Aging Public Comment Items Not on the Agenda
Date: Tuesday, March 17, 2026 9:42:50 AM

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I hope that the Committee on Aging and its members will look at the problems associated with the parcel tax proposal.

<https://www.livableelcerrito.org/post/new-senior-exemption-concerns>

Ira Sharenow
El Cerrito, CA



PERMANENT OUTDOOR DINING & RETAIL PROGRAM

CITY COUNCIL

MARCH 17, 2026

Background/Timeline



March 2020:
Local Emergency Declared

December 2022:
City Council adopted
Temporary Outdoor Dining &
Retail Program Urgency
Ordinance

Fall 2023:
Staff commences
process to develop
Permanent Outdoor
Dining & Retail Program

December 4, 2024:
Joint study session of the
Planning Commission and the
Economic Development
Committee

March 2026:
Proposed Permanent Outdoor
Dining & Retail Program adoption



Los Moles



El Cerrito Natural Grocery



Fat Apple's

Pre-2020 Zoning Requirements



■ Outdoor Dining in the Public Right of Way

1. Administrative Use Permit required, valid for an initial one-year period but one could apply for an unlimited term renewal
2. 2022 SPASP Update allowed dining by right along business frontages
3. Administrative Design Review required
4. Development standards included: minimum paths of travel for pedestrians, maximum table sizes, additional signage requirements, and the prohibition of outdoor dining in a street or alley

■ Outdoor Retail Sales

1. Temporary display and sale of merchandise required approval of a Temporary Use Permit
2. Permanent outdoor display of merchandise required the approval of a Conditional Use Permit
3. Needed to be located on private property and screened from public right-of-way

Temporary Program Overview



- The current Temporary Program allows the following uses:
 1. Use of Outdoor Private Property: Sidewalks, plazas or parking lots located on private property
 2. Use of Public Sidewalks: Public sidewalks adjacent to public streets and building frontages
 3. Use of Public Parking Spaces: Public parking spaces are all parking on public streets that are not on Caltrans state right-of-way
- This Program aims to streamline temporary use permits at no cost to the business
- Digital Permit Application Form
- The streamlined application ensures compliance with the *Outdoor Dining & Retail Program Guidelines*
- Total of 11 applications approved since 2020

Proposed Permanent Program



- Outdoor Dining and Outdoor Retail Sales Ordinance
 - What uses will qualify for the program
 - Location requirements
 - Permit processes
 - Requires compliance with the Outdoor Dining & Retail Program Guidelines
- Outdoor Dining & Retail Program Guidelines
 - Furnishings and fixtures standards
 - Operational standards
 - Complaint and termination process
 - Application submittal requirements

Citywide Goals & Vision



- Strategic Plan
 - Livability and Belonging
 - Support Businesses and Economic Development
 - Advance the San Pablo Avenue Specific Plan to create a livable, vibrant and diverse corridor
- General Plan
 - LU2.2 Commercial Diversification, LU4.1 Mixture of Uses, LU4.2 Availability of Goods and Services, LU4.3 Street Frontages, LU4.4 Amenities, CD3.8 Public Spaces, CD6 Affordable Commerce
- Climate Action and Adaption Plan
 - Strategy 1: Use cleaner energy sources
- San Pablo Avenue Specific Plan
 - Goal A: Enliven San Pablo Avenue
 - Strategy 1: Attract pedestrian activity, and increase residential population to foster community, support businesses and create places of interest.
 - Strategy 2: Attract new businesses and support existing businesses.

Proposed Permanent Ordinance



- Ordinance Structure
 - Removable installations
 - Streamlined process similar to the current temporary program
 - Permanent installations
 - Requires design review
- Outdoor Food Preparation

Proposed Outdoor Dining & Retail Program Guidelines



- Adequate Clearance
- ADA Compliance
- Temporary Furnishings
- Outdoor Food Preparation
- Site Maintenance
- Solid Waste
- Hours of Operation
- Driveways
- Fire Safety and Emergency Access
- Electrical Extension Cords
- Electrical Generators
- Space Heating
- Fire and Building Codes
- Noise
- County and State Requirements
- Landlord Authorization
- Termination and Complaint process

Program Application Requirements



1. Site Plan



2. Pedestrian Control Plan (if utilizing public right-of-way)



3. ABC Approval (if serving alcohol)



4. Certificate of Insurance & Hold Harmless Waiver



5. Acknowledgement of Terms/Conditions



QUESTIONS & ANSWERS

THANK YOU!

From: [Howdy Goudey](#)
To: [City Clerk](#)
Cc: [Gabe Quinto](#); [Lisa Motoyama](#); [Rebecca Saltzman](#); [William Ktsanes](#); [Carolyn Wysinger](#)
Subject: Public comment for Agenda Item 7A Outdoor Dining
Date: Monday, March 16, 2026 5:42:07 PM

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Mayor Quinto and Council members,

I am supportive of flexible and easy to implement standards for outdoor dining and I appreciate the City's ongoing efforts to realize this goal for businesses and the community.

It is good to see that this policy implements a prohibition of fossil fuel outdoor space heating (with exceptions, where warranted). Including this in the policy achieves one of the adopted strategies in the 2024 Climate Action and Adaptation Plan (CAAP), in BE1.6.

Likewise, it is welcome to see the limitation on fossil fuel driven electric generators as part of this policy (32 hours runtime out of 30 consecutive days, from Item B.7 in the Outdoor Dining & Retail Program Guidelines document). However, to show further commitment to the CAAP, reduce noise and air pollution, and provide better consistency with the space heating prohibition, I strongly urge that the language of section B.7 be changed to something like the following.

B.7 Electrical Generators. Use of fossil fuel driven electric generators is prohibited. The Zoning Administrator may grant an exception for limited hours of operation with approval of an Administrative Use Permit, if alternative solutions are shown to be infeasible (on a financial or technical basis) and applicants minimize noise and air quality impacts to the surrounding neighborhood.

Fossil fuel driven electric generators are a highly inefficient and polluting way to make electricity. In a city environment, where grid power is never very far away, use of fossil fuel driven electric generators is generally not necessary and there are often far superior alternative options to provide needed electric power, that will also likely be more cost effective in the long run, by eliminating fuel costs and the extremely poor energy conversion efficiency. It is worth specifically calling out "fossil fuel driven electric generators" because readily available battery-based inverter power supplies are sometimes referred to as "generators" because that is the name of the device they can replace. Grid power should always be the first consideration for providing electrical power because the default MCE power portfolio in El Cerrito is more than 95% greenhouse gas free, and much more cost effective than buying gasoline for a highly inefficient engine generator.

Please, consider amending section B.7 similar to the version I have outlined above.

Thanks for your time and consideration,
Howdy Goudey
El Cerrito



City of El Cerrito

City Council Budget Study Session

Department Presentations

March 17, 2026

Study Session Agenda – Department Presentations

- High Level, Draft Preview of Departments
 - Overview and Staffing
 - FY 2025-26 Highlights
 - FY 2026-27 and FY 2027-28 Focus/Workplan
- Budget totals and line-item detail still being finalized
 - Non-departmental, special funds, Capital Improvement Program (CIP) also in progress

El Cerrito Strategic Plan 2024-2029

- Budget process and recommendations guided by Strategic Plan
- Department workplans aligned to Strategic Plan goals
 - Detailed strategic alignment information for each department to be included in budget document



Budget Priorities for FY 2026-27 and FY 2027-28

- High-Performing Organization
 - Maintaining Reserves
 - Maximize Revenues
 - Retain and Recruit Top Talent
- Community Safety
 - Crime Prevention
 - Wildfire Prevention/Safety
 - Emergency Operations
 - Disaster Preparedness
- Environmental Sustainability
 - Climate Action Plan Update/Implementation
- Livability and Belonging
 - Parks/Open Space
 - Senior Programs/Services
- Infrastructure & Amenities
 - Housing
 - Complete Streets + Parking
 - Support Businesses & Economic Development

City Management

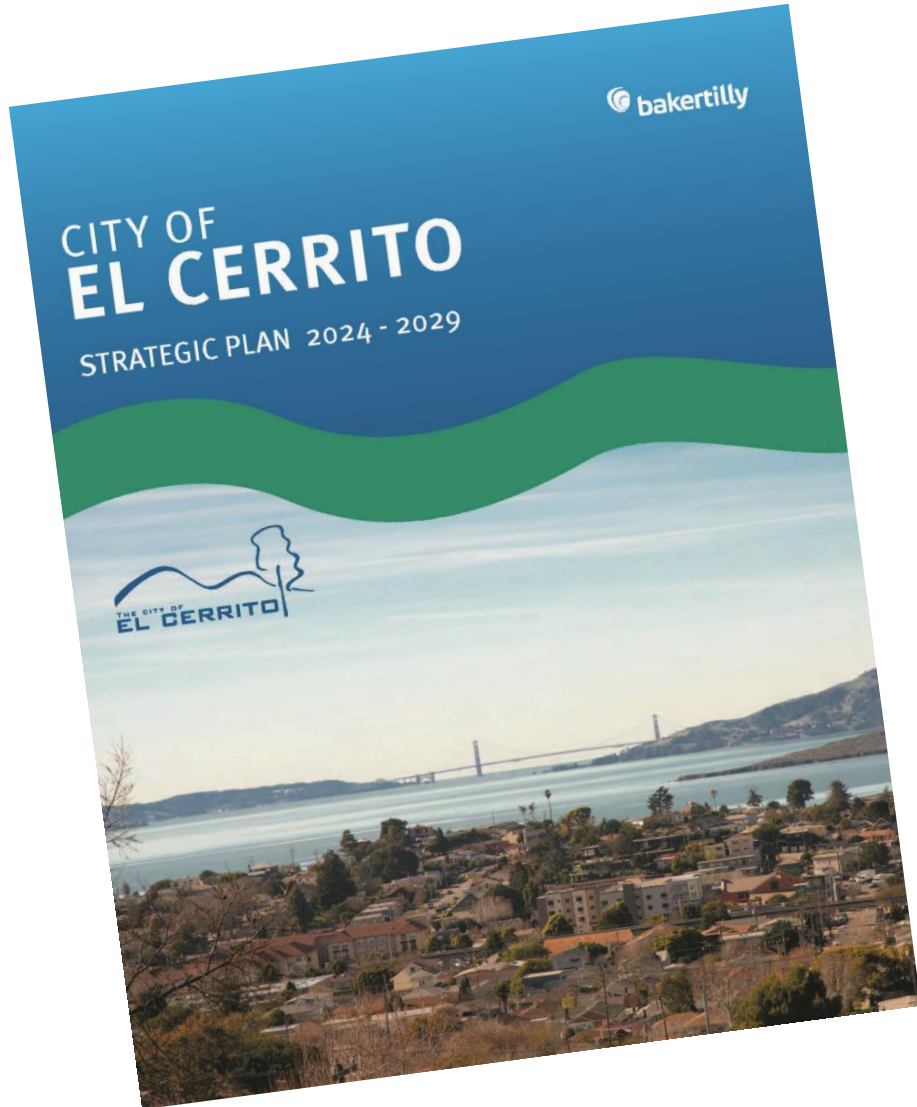
- Provides leadership and direction to all Departments in the City
- Serves as central liaison to the public
- Ensures the implementation of City Council policy direction
- Core functions include:
 - City Manager's Office
 - City Clerk
 - Human Resources
 - Information Technology (IT)

Department Overview and Staffing



CITY MANAGEMENT	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
City Manager	1	1	1	1	1
Assistant City Manager	1	1	1	1	1
Assistant to the City Manager	0	0	1	1	1
City Clerk	1	1	1	1	1
Management Assistant	0	1	1.5	1	1
Administrative Clerk Specialist	1	0	0	0	0
Human Resources Manager	1	0	0	0	1
Senior Human Resources Analyst	0	1	1	1	0
Human Resources Specialist	1	1	1	1	1
Information Technology Manager	1	1	1	1	1
Information Technology Specialist	1	1	1	1	1
Network Security Engineer	1	1	1	1	1
CITY MANAGEMENT TOTAL	9	9	10.5	10	10

Recent Highlights and Accomplishments



- **City Management**
 - General Fund reserves at 41% of Budget
 - 90% Community Satisfaction - National Community Survey
 - Quad-City CORE Team Partnership
 - Citywide Service Delivery Study Development
 - Legislative Platform
 - \$3.85M in Federal Earmarks
 - Transition to elcerrito.gov
- **Human Resources**
 - Filled 13.5 vacancies since July 1
 - Relaunched EC STARS Intern Program with School District
 - Local 1230 Contract and Management/Conf. Agreement
 - Workplace Violence Prevention Plan and Policy (SB 553)
 - Classification and Compensation Study
 - Benefit Audit

Recent Highlights and Accomplishments



- **City Clerk**

- EOC/Council Chambers Audio-Visual Upgrades
- Administration of Citizen Initiative Measure
- Implementation of SB707 regulations/Council Policy updates
- Dissolution of the Successor Agency to El Cerrito Redevelopment Agency
- Reduced off-site records storage by 13%
- Hosted Contra Costa Mayors Conference
- By the numbers:
 - 237 Public Record Requests
 - 94 Public Meetings Facilitated
 - 44 Advisory Body applications processed

- **IT**

- EOC/Council Chambers Audio-Visual Upgrades
- Satellite-based Internet for all major City sites
- Consolidated Microsoft and Adobe software licensing to achieve up to 30% savings
- Implemented network security improvements

FY 2026-27 and FY 2027-28 Focus/Workplan

City Manager

- Continue taking steps to right-size the Budget and reduce the City's structural deficit
- Implement Service Delivery Study Recommendations
- Implement Library Task Force
- Pursuing grants/earmarks and monitoring state legislation

IT

- Critical IT support for day-to-day internal operations
- Improve prevention and recovery technology for cybersecurity and resiliency



FY 2026-27 and FY 2027-28 Focus/Workplan

City Clerk

- November 2026 Election
- Library Task Force
- Advisory Bodies Review with City Council Ad-Hoc Subcommittee
- SB707 Implementation
- Streamline agenda management process for City advisory bodies
- Expand digitizing physical records
- Refine administrative policies for program areas



FY 2026-27 and FY 2027-28 Focus/Workplan

Human Resources

- Diversify recruitment efforts, continue efficiencies and automating processes
- Negotiate new contracts with the Police and Fire Chiefs, and the El Cerrito Police Employees' Association (PEA)
- Focus on risk mitigation, update Injury and Illness Prevention Plan (IIPP)
- Human Relations Commission Support



Finance Department

- Supports the financial and fiscal sustainability of the City
- Ensures activities are performed, recorded, and presented in compliance with professional and ethical standards
- Core functions include:
 - Budget
 - Treasury
 - Financial Reporting
 - Accounts Payable
 - Accounts Receivable
 - Payroll
 - Purchasing
 - Debt Management

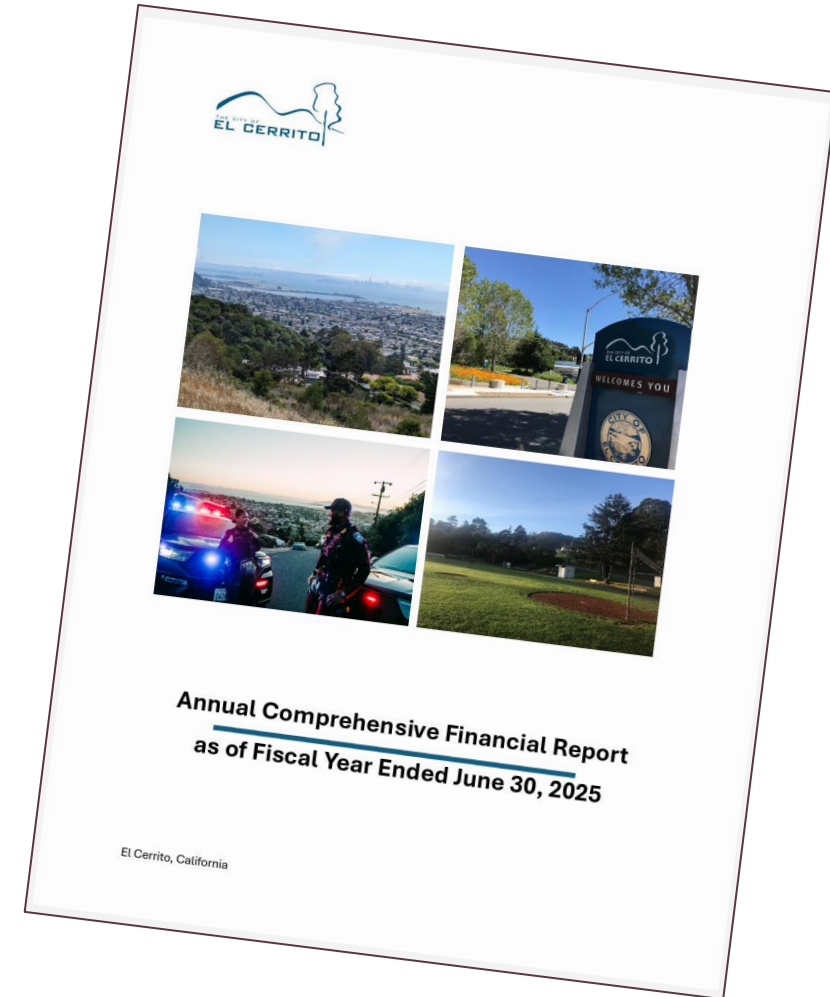
Department Overview and Staffing



FINANCE DEPARTMENT	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Finance Director/City Treasurer	1	1	1	1	1
Accountant I	0	2	2	2	2
Budget/Finance Manager	1	1	1	1	1
Finance Technician	2	0	0	0	0
Senior Accountant	1	1	1	1	1
Senior Finance Technician	1	1	1	1	1
Management Assistant	0	0	0.5	0	0
FINANCE DEPARTMENT TOTAL	6	6	6.5	6	6

Recent Highlights and Accomplishments

- Completed and submitted Annual Comprehensive Financial Report (ACFR) without an extension for the first time in over 12 years
- Implemented new modules in financial software for tracking and transparency
- Completed Cost Allocation Plan and Master Fee Study
- Ongoing implementation of improved Budget Book and Capital Improvement Budget software



FY 2026-27 and FY 2027-28 Focus/Workplan

- Review and revise Citywide policies and procedures related to Finance
- Continue overhaul the City's Enterprise Resource Planning (ERP) software
- Complete Citywide Asset Verification Inventory and Capital Asset Module implementation
- Payroll process and auditing improvements
- Develop cross-training program among Finance staff



Recreation Department

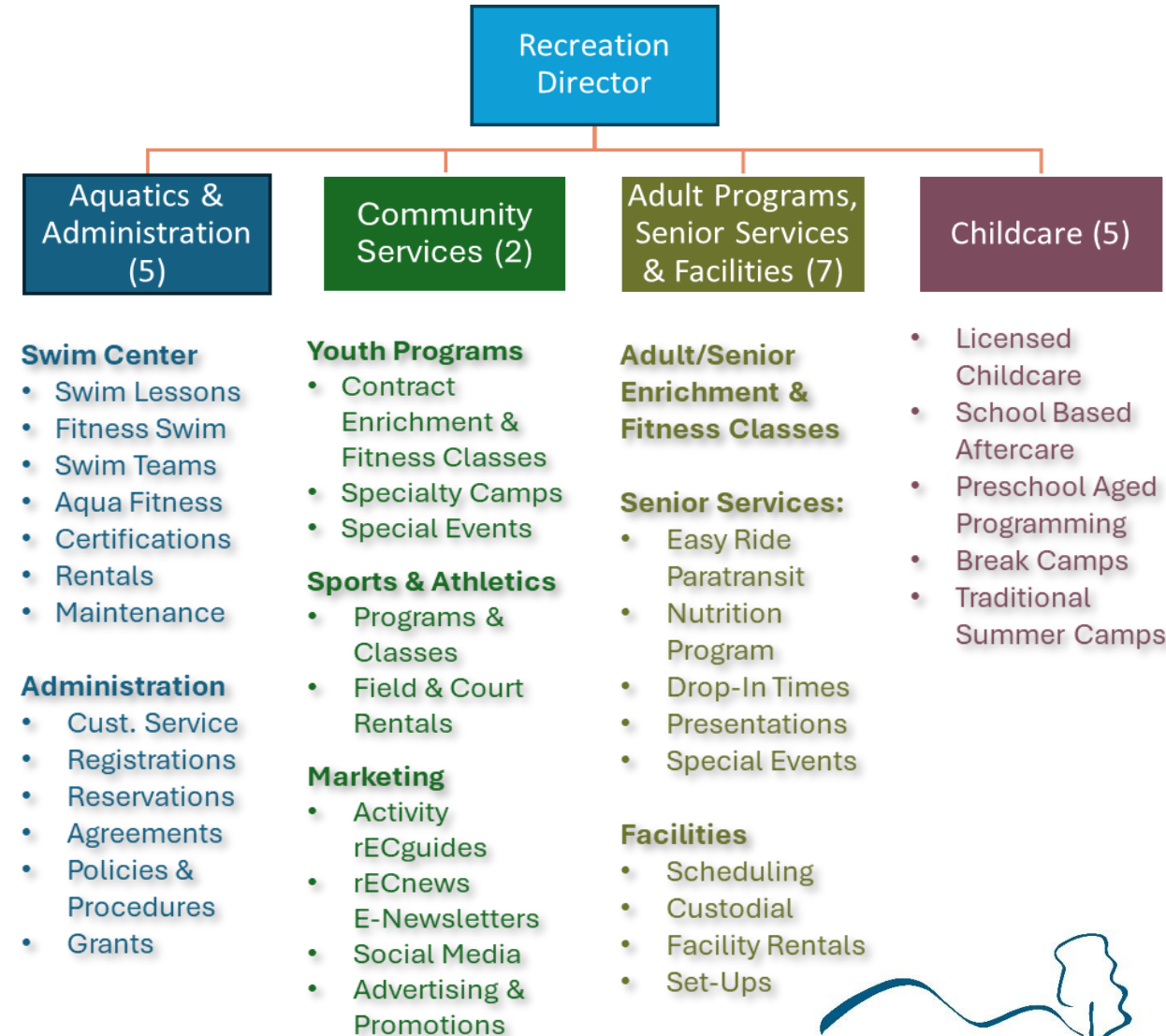


- Provide safe, friendly, reliable services that will enhance the quality of life through diverse programs
- Core functions include:
 - Adult Programs and Senior Services
 - Aquatics
 - Childcare
 - Summer Camps and Classes
 - Park and Facility Rentals, Programming and Planning
 - Special Events
 - Volunteer programs
 - Citywide custodial services



Department Overview and Staffing

RECREATION	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Admin. Assistant II	2	2	3	3	3
Asst. Rec. Supervisor	0	0	1	1	1
Childcare Teacher	1	1	1	1	1
Recreation Coordinator	4	5	5	5	5
Lead Custodian	1	1	1	1	1
Custodian	4	4	4	4	4
Management Analyst II	1	0	0	0	0
Recreation Director	1	1	1	1	1
Recreation Supervisor	4	4	4	4	4
RECREATION TOTAL	18	18	20	20	20



Recent Highlights and Accomplishments

Increased Senior Socialization and Programming

- Senior Social Times
- Coffee & Conversations
- Meals on Wheels Free Programs
- Expanded Holiday Events with Adult School
- Volunteer Appreciation Event Relaunch

Enhancements to Childcare and After-School Programs

- Fully Staffed Childcare and School-based Programs
- Increased Professional Development

Technology & Customer Service Improvements

- Annual Waiver
- Online Ticket Sales/Guest Check-Out



Recent Highlights and Accomplishments



Projects

- Replaster and Parking Lot Projects with Public Works
- Castro Park Pickleball Courts & Arlington Tennis Center Collaboration

4th of July

- Record \$48,175 in Sponsorships and Donations
- First visit from a U.S. Senator, Sen. Adam Schiff
- Enhanced Event Security with Police Department

Awards

- Best of Contra Costa County Parents' Press
 - 1 Winner, 8 Top 5
- Best of El Cerrito (Chamber of Commerce)
 - 2 Bests, 2 Runner Ups

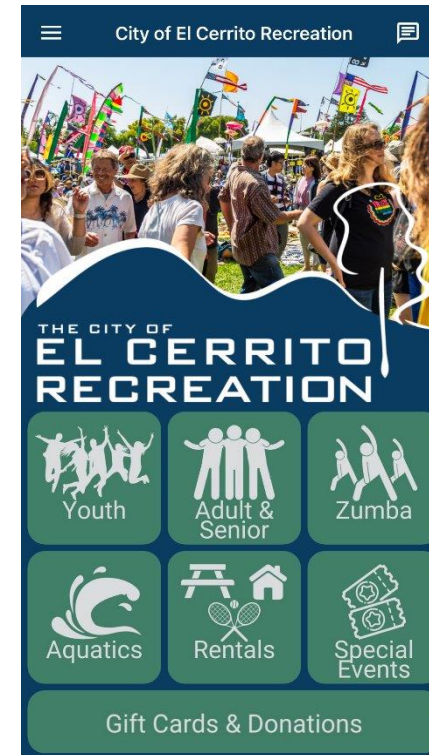
FY 2026-27 and FY 2027-28 Focus/Workplan



- Review Department Structure
 - Evaluate Divisions based on programming and functions
 - Operational Efficiencies and Staff Retention
- Increase Program Participation & Facility Rentals
 - Enhance Youth, Adult, and Senior Programming
 - Evaluate underperforming programs and prioritize higher demand activities
- Optimize Customer Experience & Staff Processes
 - Customer Service and Operational Efficiencies
 - Update Training Manuals and Standard Operating Procedures
 - Online Emergency Forms Integration with Registration Software

FY 2026-27 and FY 2027-28 Focus/Workplan

- Identify alternate funding sources for Senior Nutrition Program (CoCo Café)
- Expand Easy Ride Paratransit Service
- Launch Recreation Department Registration App
- Community Needs Assessment
 - Assist the Park & Recreation Commission & Committee on Aging
 - Identify priority facility improvements and maintenance needs
- Improve Access to Recreation and Partner Facilities
 - Identify funding for facility recreation accessibility improvements
 - Ensure facility needs are met for school-based programs



Public Works Department

- Maintain, operate, develop, design, and construct public infrastructure, buildings, parks, landscapes, natural areas, integrated waste services, and environmental programs providing for a sustainable and resilient community
- Core functions include:
 - Engineering
 - Capital Improvement Program (CIP) management
 - Multi-modal Transportation Systems
 - Infrastructure & Facilities Maintenance
 - Landscape & Parks Maintenance
 - Recycling Collection and Integrated Waste Management
 - Environmental Sustainability Programs
 - Emergency Response

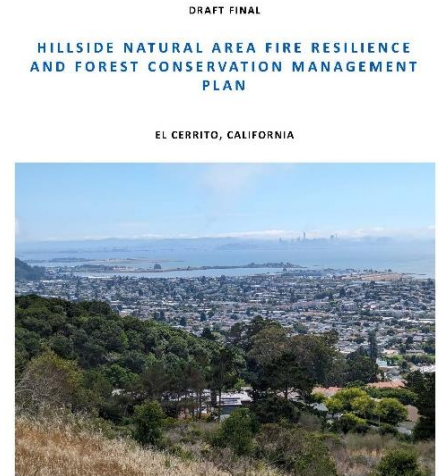
Department Overview and Staffing

PUBLIC WORKS DEPARTMENT	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Management Analyst	1	1	1	1	1
Administrative Clerk	0.8	0.8	0.8	0.8	1.8
Associate Engineer	1	1	1	1	1
Engineering Technician	0	1	1	1	1
Environmental Programs Manager	1	1	1	1	1
Operations + Environmental Services Manager	1	1	1	1	1
Forklift Operator	2.4	2.4	2.4	2.4	2.4
Maintenance Services Lead worker	2	2	2	2	2
Maintenance Services Superintendent	1	1	1	0	0
Maintenance Operations Supervisor	0	0	0	1	1
Maintenance Worker	4	4.3	4.3	4.3	4.3
Management Assistant	2	2	2	2	2
Public Works Director/City Engineer	1	1	1	1	1
Recycling Maintenance Worker	4	5	5	5	5
Recycling Operations Supervisor	1	1	1	1	1
Senior Program Manager	0	0.8	0.8	0.8	0.8
Senior Engineer/Engineering Manager	1	1	1	1	1
Environmental Specialist	1	1	1	1	1
PUBLIC WORKS DEPARTMENT TOTAL	24.2	27.3	27.3	27.3	28.3

- Two Divisions
 - Engineering – 5 FTE including Department-level
 - Operations & Environmental Services Division (OESD)– 23.3 FTE
- Continue to evaluate OESD staffing to address facilities, deferred maintenance, and environmental programs

Recent Highlights and Accomplishments

- Hillside Natural Area (HNA) Fire Resilience Planning, including Coastal Conservancy Grant
- 2025 Platinum Spotlight Beacon Award
- Climate Action & Adaptation Plan Implementation and Community Outreach
- Regional Solid Waste Partnership and SB1383 Outreach
- Recycling Program Improvements and New Trash Receptacles in Parks
- Expanded the Red Flag Day Pilot Parking Program
- Expanded the Sidewalk Shaving Program
- Implemented expanded stormwater regulatory requirements



Recent Highlights and Accomplishments

Capital Projects

- Constructed
 - Capital Improvement Projects Webpage
 - Castro Park Pickleball Courts
 - Arlington Park Tennis Center
 - Community Center Roof Repair
 - Ohlone Greenway at Eureka Avenue Path Repair
 - 2025 Street Resurfacing Project
 - 2025 Access Modifications
 - Del Norte Complete Streets
 - Storm Drain System Maintenance and repairs
- Underway
 - Richmond Street Complete Streets Improvement
 - Swim Center Large Pool Replastering and Accessible Parking Improvements
 - El Cerrito Plaza BART TOD Active Transportation Improvements



FY 2026-27 and FY 2027-28 Focus/Workplan

- **Staff Retention, Recruitment & Training & Technology**
 - Recruit & Onboard new staff
 - New Maintenance & Asset Management Software System
- **Planning**
 - Capital Improvement Program Budgeting & Long-Range Capital Needs Planning
 - Public Fleet Zero-Emission Vehicle Transition Plan
 - Local Road Safety Plan
 - Storm Drain Master Plan Update
- **Programs**
 - Hillside Natural Area Fire Resilience & Forest Conservation Plan, Coastal Conservancy Grant & Apply for Additional Grants
 - Permanent Red Flag Parking Program
 - Climate Action & Adaption Plan Phase 1



FY 2026-27 and FY 2027-28 Focus/Workplan

- **Projects**

- Swim Center Pool Replastering and Accessible Parking Improvements
- 2026 Street Resurfacing
- Richmond Street Complete Streets
- El Cerrito Plaza BART TOD Active Transportation Improvements

- **Collaborations**

- San Pablo Avenue/SR123 Repaving and Pedestrian Safety Projects
- Central Avenue I-80 Undercrossing Pedestrian & Bicycle Path
- Countywide Smart Signals Project
- I-80/Central Avenue Local Road Realignment
- San Pablo Avenue Multimodal Phase III

- **State Mandates**

- Clean Water Program Municipal Regional Permit 3.0
- SB 1383 Organics Recycling



Police Department

- Protect our community, solve crime, and pursue justice
- Foster an environment of collaboration, honesty, and respect with each member of the community, the department, and allied agencies
- Core Functions include:
 - Emergency Response
 - Criminal Investigations
 - Traffic Safety
 - Parking Enforcement
 - Public Education and Outreach

Department Overview and Staffing

2025 Statistics Snapshot

Calls for Service
24,393
Up 2%

Reports Taken
2,276
Down 1%

Moving Violations
3,485
Up 37%

Parking Violations
2,995
Up 6%

POLICE DEPARTMENT	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Police Chief	1	1	1	1	1
Community Services Officer (CSO)	2.4	2.4	2.4	2.4	2.4
Police Cadet	1.6	1.6	1.6	1.6	1.6
Police Captain	1	1	1	1	1
Police Corporal	4	4	4	4	4
Police Corporal - Detective	1	1	1	1	1
Public Safety Executive Assistant	1	1	1	1	1
Police Lieutenant	2	2	2	2	2
Police Officer	13	13	13	13	13
Police Officer - Detective	6	6	6	6	6
Police Officer - K9	2	2	2	2	2
Police Officer - Traffic	0	1	1	1	1
Police Records Specialist	4	3	3	3	3
Police Records Supervisor	1	1	1	1	1
Police Sergeant	5	4	4	4	4
Police Sergeant - Detective	1	1	1	1	1
Police Sergeant - Admin	1	1	1	1	1
Property and Evidence Specialist	1	1	1	1	1
Senior Police Records Specialist	0	1	1	1	1
POLICE DEPARTMENT TOTAL	48	48	48	48	48



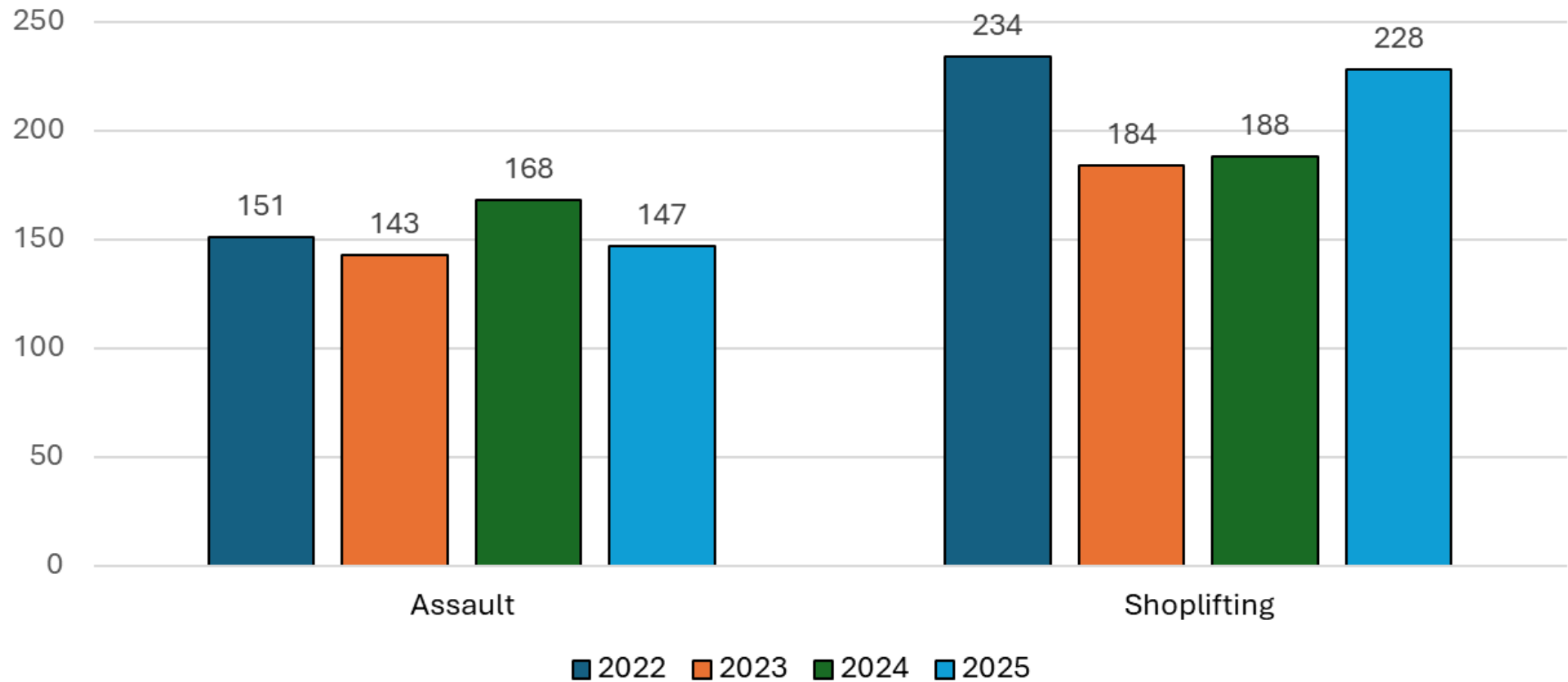
Recent Highlights and Accomplishments

- **Significant Cases**
 - Ohlone Greenway Sexual Assault
 - Home Invasion Robbery
 - Facial Recognition Successes – Potrero Burglary, Chevron Hate Crime, Arson
 - Assault on Officer with Vehicle
- **Training**
 - P.O.S.T. Compliance
 - Policing the Teenage Brain
- **E-Bikes**
- **Traffic Safety**
 - Traffic Officer Deployment
 - Fatal Collision Investigations
 - 33% Increase in DUI Arrests

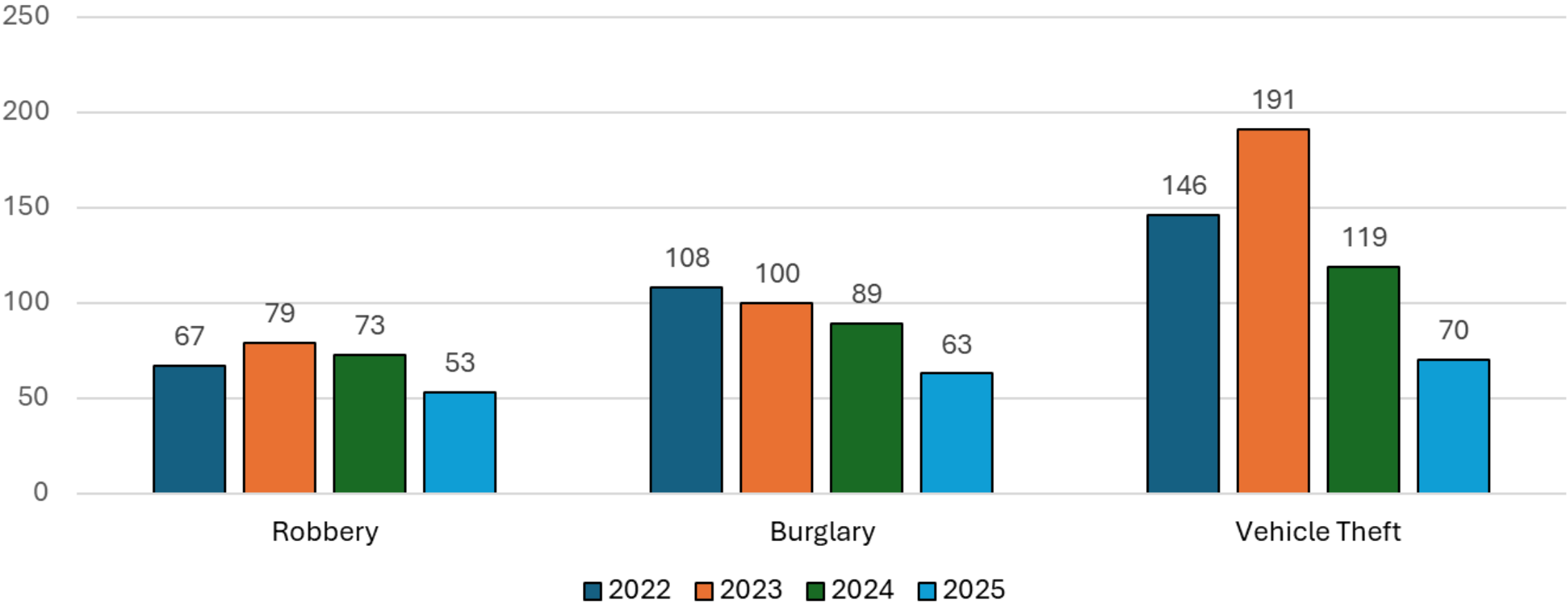


Static Crime Trends, 2022-2025

Assault and Shoplifting



Declining Crime Trends, 2022-2025
Robbery, Burglary, and Vehicle Theft



Technology Initiatives



- **License Plate Readers**
 - Static
 - Vehicle-based
- **Investigative Aids**
 - Cell Phone Forensics
 - Facial Recognition
- **Patrol**
 - AI-Assisted Report Writing
 - E-Bikes
 - Drones
 - Camera Systems (Body-Worn and Fleet)

New Concepts for FY 2026/2027 and Beyond



- **Refocus on Traffic Safety**
 - Traffic Safety Unit Reorganization
 - Grant Applications
 - Bicycle Unit
- **Advanced Investigative Tools**
 - Peregrine
- **Drones as a First Responder**
 - Regional Collaboration
- **Parking Program**
 - Vehicles
 - Enforcement
- **Training**
 - Active Bystandership for Law Enforcement (ABLE)

FY 2026-27 and FY 2027-28 Focus/Workplan

- Crime Focus
- Traffic Safety
- Staff Development
- Community Engagement
- Technology Adoption



Fire Department

- Protect life, property, and the environment
- Respond effectively to emergencies and disasters
- Core Functions include:
 - Fire Suppression
 - Emergency Medical Response
 - Fire Prevention & Inspections
 - Vegetation Management
 - Public Education & Outreach

Recent Highlights and Accomplishments

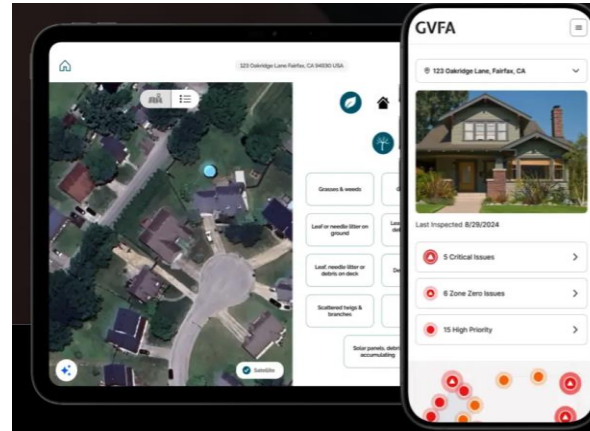
Operational Readiness

- Rapid response across all hazards
- Strengthened company-level operations through training and drills
- High-rise and multi-company coordination training



Firefighter Health & Development

- Expanded cancer prevention and safety practices
- Leadership development through Command College
- Promotional testing supporting succession planning



Technology & Systems

- Upgraded records and reporting systems
- New mobile tools for inspections and field operations
- Continuous improvement of Standard Operating Guidelines (SOGs)



Recent Highlights and Accomplishments

Wildfire Resilience

- Targeted vegetation management using risk-based technology
- Expanded defensible space compliance and community education
- Regional coordination for Red Flag and extreme weather readiness



Community Engagement & Governance

- Community outreach and fire safety engagement
- Alignment with City and Kensington Community Services District risk, resilience, and fiscal goals



FY 2026-27 and FY 2027-28 Focus/Workplan

2026 Strategic Initiatives

Operational Readiness

- Plan funding for major equipment replacement
- Establish vehicle replacement cycles
- Prepare for complex, multi-story incidents

Technology & Data

- Expand wildfire risk & vegetation management tools
- Strengthen data-driven planning

Wildfire Preparedness

- Enhance Red Flag Day planning & regional coordination
- Pursue risk-reduction policies and grants

Leadership & Training

- Expand Command College and officer development
- Conduct promotional testing for succession planning

Fiscal Stewardship

- Maintain disciplined capital planning
- Align staffing, training, and equipment with risk and community needs



Community Development Department

- Deliver services and programs that ensure a safe, livable, and resilient built environment
- Core functions include:
 - Planning
 - Building
 - Neighborhood Preservation (Code Enforcement)
 - Affordable Housing
 - Economic Development
 - Business Licenses/Parking Permits/Rent Registry
 - Administration

Department Overview and Staffing



COMMUNITY DEVELOPMENT DEPARTMENT

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Management Analyst III	1	0	0	0	0
Management Assistant	1	1	1	1	1
Neighborhood Preservation Officer	1	1	1	1	1
Building Inspector I-III	1	1	1	1	1
Building Inspector III	1	1	1	1	1
Building Official	1	1	1	1	1
Building Plan Checker II	1	1	1	1	1
Community Development Director	1	1	1	1	1
Planning Manager	1	1	1	1	1
Permit Technician I-II	1	1	1	1	1
Permit Technician III	1	1	1	1	1
Assistant/Associate Planner	1	1	1	1	1
Senior Planner	1	1	1	1	1
Senior Program Manager (Housing/Econ Dev, Transportation)	0	2	2	2	2
Administrative Clerk Specialist	1	1	1	1	1
COMMUNITY DEVELOPMENT TOTAL	14	15	15	15	15

Recent Highlights and Accomplishments

- **Housing and Neighborhood Preservation**
 - 84 New Housing Units Completed + 14 ADUs
 - Parcel A South Groundbreaking
 - “Project Kickstart”
- **Economic Development**
 - 13 New Brick-and-Mortar Businesses
 - Business Events and Chamber Partnerships
 - Paperless Business License Process
- **Planning and Development**
 - 64 Planning Applications Processed to date
 - Safety Element and Zoning Updates



Summer Makers Fair. Photographer: Stephanie Dolen

Recent Highlights and Accomplishments

- **Building and Permitting**
 - Triennial Building Code Update
 - 887 Building and 176 Solar Permits Issued to Date in FY 2025-26
- **Transportation and Sustainability**
 - Plans and Studies, including
 - Parking Management Action Plan
 - Local Road Safety Plan
 - SR-123 Safety and Crosswalk Improvements
 - El Cerrito Plaza Bike Racks



FY 2026-27 and FY 2027-28 Focus/Workplan

Housing and Economic Development

- Identify funding source for affordable housing production
- Update policies and program for rental inspections
- Develop graffiti mitigation program
- Support small businesses

Planning and Building

- Ensure compliance with state and local mandates (TOC)
- Housing Element Zoning Ordinance Updates, Cannabis Ordinance, and Short-Term Rental Policy
- Del Norte TOD Planning Support
- Continue Sustainable Transportation Planning Efforts

Administration

- Support Successor Agency and Redevelopment Agency dissolution
- Continue to implement self-service for Public Records Requests
- Pursue applicable grants including Affordable Housing Sustainable Communities and One Bay Area Grant (OBAG) 4



Bike to Wherever Day, Ohlone Greenway.

Budget Calendar Next Steps

- March 25, 7pm: Virtual Budget Workshop
- April 21: City Council Study Session
- May 5: City Council Study Session & Master Fee Schedule Consideration
- June 2: Proposed Budget Review
- June 16: Budget Adoption Consideration



Thank you!

elcerrito.gov/budgetprocess