

Mayor
Gabe Quinto
Mayor Pro Tem
Rebecca Saltzman



Councilmembers
William Ktsanes
Lisa Motoyama
Carolyn Wysinger

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TUESDAY, MAY 19, 2026

REGULAR CITY COUNCIL MEETING (6:00 PM)
Council Chambers - 10890 San Pablo Ave, El Cerrito

Join Via Zoom:

<https://us06web.zoom.us/j/86197695761?pwd=0qtbcXW8DX6toxDfJdzJg9u7jg4tbG.1>

Meeting ID: 861 9769 5761 **Passcode:** 514170 **Dial in:** 1-408-638-0968

View:

1. Cable T.V. Broadcast on KCRT Channel 28
2. Livestream Online at www.elcerrito.gov/CouncilMeetingMaterials

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 REGULAR 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. SECOND PUBLIC HEARING ON TRANSITION TO DISTRICT-BASED ELECTIONS

The set start time of this public hearing is 6:15 PM. Notice was published on 5/9/2026.

Action Proposed: Conduct the second public hearing regarding transition to District-Based Elections for City Councilmembers, including sequencing of the election and consideration of the composition of the districts in accordance with Election Code section 10010; and providing direction on number of districts and method of election for Mayor.

Contact: Sky Woodruff, City Attorney; Holly M. Charléty, City Clerk, City Management

5. 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.

6. PRESENTATIONS

A. Marin Clean Energy Presentation

Action Proposed: Receive and file a presentation on Marin Clean Energy operates in California's energy system and what it delivers for its communities, including the City of El Cerrito community.

Contact: Kiara Donato, Bilingual Community Development Manager, Marin Clean Energy

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7. 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. LGBTQIA+ Pride Month Proclamation

Action Proposed: Approve a proclamation declaring the month of June as Lesbian, Gay, Bi-Sexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual (LGBTQIA+) Pride month in the City of El Cerrito and recognizing Pride Month by flying the Intersex Inclusive Progress Pride Flag at City Hall during the month of June.

Contact: Will Provost, Assistant to the City Manager, City Management

B. Monthly Disbursement and Check Register Report for April 2026

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

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

C. Financial Advisory Board Recommendation

Action Proposed: Receive and file a recommendation from the Financial Advisory Board.

Contact: David Carvel, Chair, Financial Advisory Board

D. Amended and Restated Contra Costa Clean Water Program Agreement

Action Proposed: Adopt a resolution approving the City's continued participation in the Contra Costa Clean Water Program for implementation of the Municipal Regional National Pollutant Discharge Elimination System (NPDES) Permit and authorizing the City Manager to execute the Amended and Restated Contra Costa Clean Water Program (CCCWP) Agreement effective July 1, 2026.

Contact: Christina Leard, Acting Senior Management Analyst and Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

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E. Group Program Inspection Activities Agreement between the City of El Cerrito, the West County Wastewater District, and the Contra Costa County Flood Control and Water Conservation District

Action Proposed: Adopt a resolution approving and authorizing the City Manager to execute the Group Program Inspection Activities Agreement between the City of El Cerrito, the West County Wastewater District, and the Contra Costa County Flood Control and Water Conservation District effective July 1, 2026.

Contact: Christina Leard, Acting Senior Management Analyst and Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department

8. PUBLIC HEARINGS

A. Annual Public Hearing on Vacancies, Recruitment and Retention Efforts

Action Proposed: Conduct a public hearing to receive and file a report on workforce vacancies, recruitment, and retention efforts in compliance with Assembly Bill 2561.

Contact: Shannon Bassi, Human Resources Manager, City Management

B. Public Hearing and Approval of Fiscal Year 2026-27 Master Fee Schedule

Notice Published 5/9/26 and 5/15/26

Action Proposed: Hold a public hearing and, upon conclusion, adopt a resolution approving the Fiscal Year 2026-27 Master Fee Schedule.

Contact: Claire Coleman, Budget/Financial Services Manager; Crystal Reams, Finance Director/City Treasurer, Finance Department

9. POLICY MATTERS

A. Fiscal Year 2026-27 and 2027-28 Budget Study Session #3

Action Proposed: Conduct a study session on the FY 2026-27 and FY 2027-28 Biennial Budget, including:

- Review of the City Council budget for adoption
- Review of updated budget balancing scenarios B+ and C+

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-
- Direct staff on preferred scenario for budget development

Contact: Claire Coleman, Budget/Financial Services Manager; Crystal Reams, Finance Director/City Treasurer; Finance Department

10. 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.

11. ADJOURN REGULAR CITY COUNCIL MEETING

The next regularly scheduled City Council meeting is Tuesday, June 2, 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.



AGENDA BILL

Agenda Item No. 4.

Date: May 19, 2026
To: El Cerrito City Council
From: Sky Woodruff, City Attorney; Holly M. Charléty, City Clerk, City Management
Subject: Second Public Hearing on Transition to District-Based Elections

ACTION PROPOSED

Conduct the second public hearing regarding transition to District-Based Elections for City Councilmembers, including sequencing of the election and consideration of the composition of the districts in accordance with Election Code section 10010; and providing direction on number of districts and method of election for Mayor.

BACKGROUND

On April 21, 2026, the City Council adopted Resolution 2026-24 declaring its intention to transition to a district-based system for electing members of the El Cerrito City Council. This action was taken in response to the March 17, 2026 letter received from Rexroad Law alleging that the City's current at-large election system violates the California Voting Rights Act ("CVRA") and threatening litigation if the City declined to voluntarily change to a district-based election.

Although the City denies its at-large election system violates the CVRA or any other provision of law, the City Council has determined that the public interest would best be served by transitioning to a district-based electoral system due to (1) the high cost to defend against a CVRA lawsuit, (2) the risk of losing such a lawsuit, which would require the City to pay the prevailing plaintiffs' attorneys' fees, and (3) the availability of changing to district elections under the safe harbor provision.

The City Council, an elected legislative body serving the residents of El Cerrito, is currently elected in an at-large election system, where each of the five Councilmembers are elected by registered voters of the entire city, regardless of residence, as opposed to a district-based election system, where each Councilmember must reside in a specific district within the City, and is voted on only by voters within that district.

California Elections Code section 10010 provides a process whereby a jurisdiction can expeditiously change to a district-based election system and avoid the high cost of litigation under the CVRA. Under this process, a jurisdiction can limit the amount of its liability to prospective plaintiffs and their attorneys (the "safe harbor provision"), and avoid litigation so long as the jurisdiction completes the process within 90 days of the adoption of the resolution of intention. While the CVRA allows for extensions to this timeframe with agreement of the potential plaintiff, the City was unable to obtain an agreement for extensions.

Transition Process under the Safe Harbor Provision

California Elections Code section 10010 requires that a jurisdiction changing to district-based elections under the safe harbor provision do all of the following within 90 days from the date the legislative body adopts a resolution of intent to transition to district-based elections:

- Before drawing a draft map or maps of the proposed boundaries of the districts, hold at least two public hearings over a period of no more than 30 days, at which the public is invited to provide input regarding the composition of the districts.
- After all draft maps are drawn, published, and made available, release at least one draft map and, if members of the governing body of the political subdivision will be elected in their districts at different times to provide for staggered terms of office, the potential sequence of the elections.
- Hold at least two additional hearings over a period of no more than 45 days, at which the public is invited to provide input regarding the content of the draft map or maps and the proposed sequence of elections.
 - The first version of a draft map shall be published at least seven days before consideration at a hearing. If a draft map is revised at or following a hearing, it shall be published and made available to the public for at least seven days before being adopted.
- Adopt an ordinance establishing district-based elections pursuant to Elections Code section 10010(a).

In order to provide tools for community input, and to draw preliminary maps based on community and City Council feedback, the City Attorney has retained Redistricting Partners, LLC, a demographer who serves as an expert in analyzing census data to ensure that the final district map adopted by the City Council is a balance of population, maintains communities of interest, and ensures that racial/ethnic minorities are represented.

It's important to note, however, that despite the accelerated 90-day transition process, based on the deadlines imposed by the Contra Costa County Elections department related to district maps, it has been determined that the earliest election feasible for the new district-based maps to take effect will commence with the November 2028 General Municipal Election. As such, elections for City Council seats taking place in November 2026 will continue to use the current at-large election system.

Completed Actions to Date

Detailed information, materials, and videos regarding completed actions for the districting process are available at www.elcerrito.gov/districts.

- **April 21, 2026:** Adopted Resolution of Intent to Transition to Districts
- **May 5, 2026:** 1st Public Hearing held
- **May 12, 2026:** Virtual Community Workshop held
- **May 14, 2026:** Community Outreach at Bike to Wherever Day event

Remaining Public Hearing and Events Schedule

The proposed Public Hearing schedule for the remainder of the districting process includes tentative dates to hold additional community workshops, public hearings, and other relevant actions required under the safe harbor provisions. This tentative schedule was developed to be as transparent and informative as possible given the 90-day restriction to complete the process. Should the potential plaintiff decide to negotiate terms of an agreement to extend the period of time for this transition, a revised schedule would be brought back to the City Council at a future date.

- **May 19, 2026:** 2nd Public Hearing
 - Public input on district composition and communities of interest, No maps drawn
 - Council to consider number of districts and method of election for Mayor, and to instruct demographers on drawing maps
- **June 3, 2026:** Community Workshop #2 held in City Council Chambers
- **June 9, 2026:** 3rd Public Hearing
 - Draft presentation and additional public input on draft maps
- **June 16, 2026:** 4th Public Hearing
 - Additional public input on draft maps, Council to select final map
- **July 7, 2026:** 5th Public Hearing
 - Approve final map and Ordinance to change to District-Based Elections
- **July 21, 2026:** 6th Public Hearing
 - Adopt the Ordinance to change to District-Based Elections

ANALYSIS

The format for this second public hearing will be the same as that of the first public hearing held on May 5, 2026. Like they did during the first hearing, at this second hearing the City's demographer will present information on the CVRA and the transition process for preparing district boundaries. The intention of the first and second hearings is to identify the neighborhoods or "communities of interest" within the City, as well as other local factors that should be considered by Redistricting Partners when drawing draft maps. The public will be invited to ask questions about the process and to provide input on communities of interest in the City. This will allow the demographer to better understand the City and allow the drawing of maps based on sound demographic and legal principles. The public is welcome to propose complete district maps.

The public is also invited to provide input as to whether the City should continue the process of the City Council annually selecting a Mayor from among its members and adopt a map with 5 districts, or shift to a directly elected Mayor with 4 districts. If the City were to decide to shift to a directly elected Mayor with 4 districts, the Council will also be asked to consider whether to adopt a 2 or 4-year term for Mayor. This hearing will identify and highlight resources available to the public on the City's website related to the transition to district-based elections. This includes an overview of the community mapping tool available to provide feedback on communities of interest and to propose district boundaries.

At the end of the second public hearing, with full consideration of the input offered by the public, the City Council will be asked to provide direction to City staff and the City's demographer regarding the criteria to be considered, consistent with the required legal parameters, to create proposed district maps. This includes providing direction on the number of districts and method of election for Mayor.

It should be noted that, while the City Council does not necessarily need to decide whether it prefers 4 or 5 districts until it adopts the final map, in order to reduce the complexity of decisions before the Council (and especially in the context of the tight timelines before the City), the City Council will be asked to provide direction on the number of districts and method of election for Mayor at the end of the second public hearing. The sooner this direction is provided to the City and the demographer, the more public outreach can be focused on maximizing the value of public input moving forward. If the City Council delays the decision on the number of districts, it would risk adding additional complexity to the public outreach being conducted as well as future decision-making processes, including the simultaneous consideration by the City's demographer, the Council, and the public of two sets of map (one set of potential maps for 4 districts and another set of potential maps for 5 districts).

Next Steps

Following the second public hearing, the demographer will prepare draft maps for consideration by the community and City Council. In preparation for the upcoming public hearings, maps created by the Redistricting Partners will be posted on the [City's website](#) and available at least one week before each hearing. After taking public comment at these hearings, the City Council will provide further direction to Redistricting Partners regarding how to change and/or finalize a proposed map.

On June 3, 2026 at 6:00 PM in City Council Chambers, the City will hold a second community workshop which will allow the public to receive assistance in drawing their communities of interest or drawing draft maps, or proposing modifications to draft maps to be discussed at the third public hearing, scheduled for June 9, 2026 at 6:00 PM.

The City will continue to conduct community outreach efforts to solicit feedback and input on the draft maps and continue refining the draft maps at a fourth public hearing, scheduled for June 16, 2026 at 6:15 PM with a goal of selecting a final map to put forward for approval at the fifth public hearing, scheduled for July 7, 2026.

District Formation Criteria

In creating the district boundaries, the City must ensure compliance with the following criteria mandated by the CVRA and the Federal Voting Rights Act:

- Each district must contain a nearly equal population;
- The districting plan must be drawn in a manner that complies with the Federal Voting Rights Act and the Equal Protection Clause of the U.S. Constitution; and,
- The districts must not be drawn with race as the predominant factor.

Additionally, Election Code section 21130 requires cities to adopt districts using the following criteria to the extent practicable, which are set forth in order of priority:

- Districts shall be geographically contiguous.
- To the extent practicable, the geographic integrity of any local neighborhood or local community of interest must be respected and maintained. A “community of Interest” is a population that shares common social or economic interests that should be included within a single district for purposes of its effective and fair representation.
- District boundaries should be easily identifiable and understandable. To the extent practicable, districts shall be bounded by natural and artificial barriers, by streets, or by the boundaries of the jurisdiction.
- To the extent practicable, and where it does not conflict with the preceding criteria, districts shall be drawn to encourage geographical compactness. The City's demographer will present maps that comply with these criteria.

Number of Districts and Nature of Mayor's Election

As mentioned above, the City Council will provide direction to staff and consultants on the number of districts to be created, ideally early in the process of transitioning to district-based elections. The City currently has five City Councilmembers elected to four-year staggered terms and a Mayor that is elected annually from among its members to serve. The City Council will provide direction as to whether to maintain this system, or switch to one where there are four districts with a directly elected Mayor. If the City Council decides to switch to a system where there are four districts with a directly elected Mayor, the City Council will also provide direction regarding whether the terms should be 2 years or 4 years. Timing-wise, such direction may be provided prior to adoption of the ordinance.

Another issue to note is that transitioning to a system with a directly elected Mayor would not change the powers of the Mayor. The Mayor would still be a voting member of the City Council but would not have additional executive powers. The Mayoral role itself would remain largely ceremonial.

Public Outreach

In addition to the formal public hearing process, the City is continuing to implement a robust effort to encourage participation and inclusivity as a part of the districting process, including:

- Hosting a dedicated page for districting on the City's website at www.elcerrito.gov/districts, which includes information on the districting process, how to provide public input, upcoming public hearings and community events, documents and details of past actions, draft maps and community input submissions.
- Utilizing an interactive online tool for community members to easily submit input on communities of interest and potential district boundaries, in addition to providing paper-based options for submitting feedback.

- Holding a second community workshop on June 3, 2026 at 6:00 PM in Council Chambers, to assist the public in drawing potential district boundaries and conveying their feedback.
- Conducting in-person outreach around the community, at the Community Center (June 10, 2026), and at the annual City of El Cerrito/worldOne July 4th Festival (July 4, 2026).
- Translating key outreach collateral and documents, including frequently asked questions and instructions for how to provide input, into Spanish and Chinese (Simplified), the two most commonly spoken languages in El Cerrito other than English.
- And, using a variety of public communication channels to engage members of the community and solicit feedback throughout the development of potential maps and the transition to district-based elections, including social media, e-newsletters, and other City outreach channels.

STRATEGIC PLAN CONSIDERATIONS

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

- *High Performing Organization; and*
- *Livability and Belonging.*

ENVIRONMENTAL CONSIDERATIONS

This section is not applicable to this agenda item.

FINANCIAL CONSIDERATIONS

There are no financial considerations or action required for this hearing. Costs associated with holding the hearing are covered under the funds appropriated by the City Council to complete the transition process.

LEGAL CONSIDERATIONS

The City Attorney has reviewed and approved all actions are in compliance with applicable regulatory requirements.

Reviewed by:



Alexandra Orologas, Assistant City Manager

Attachments:

1. Districting Presentation



Transition to District-Based Elections Public Hearing #2

May 19, 2026

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Background Information

- Current City Election System: At-Large
- **March 17:** Demand Letter claims City's at-large system is racially polarized and violates California Voting Rights Act (CVRA)
- **April 21:** Resolution of Intent passed to transition to district-based elections
- **May 5:** Public hearing held to solicit initial input on communities of interest and how districts should be composed
- **May 12:** Community Workshop held to solicit feedback from the community

California Voting Rights Act (CVRA)

- Prohibits an at-large election system that impairs the ability of a protected class to elect candidates of its choice or its ability to influence the outcome of an election
- Violation established if racially polarized voting and dilution occurs in elections or other matters submitted to the voters
- Cities across the state have received similar letters from law firms in the last ~10 years challenging their election systems

Safe Harbor Provision

- Adopt resolution of intent to transition to districts within 45 days of receiving the demand letter (Resolution 2026-24 Adopted 4/21/2026)
- Approve ordinance establishing district-based elections within 90 days of resolution passage
- Plaintiff is authorized to agree in writing to grant City additional 90 days safe harbor (no agreement for extensions from Plaintiff)
- Caps attorneys' fees at what is now approx. \$38,000 to \$40,000
- **Note: Based on the deadlines imposed by the Contra Costa County Elections department, the new districts will first be utilized for the November 2028 General Municipal Election**

Community Outreach

Presented by Redistricting Partners, the City's Demographer



Second Public hearing

May 19, 2026

What is the CVRA?

The California Voting Rights Act is a state law that prohibits the use of At Large Election Systems in local government if there is Racially Polarized Voting.

“At Large” is defined as anything other than a system in which an elected official lives in a district, and is only elected by members of that district. Does not include “multi-member” districts.

Districts are being drawn under this expedited process, but will not be done in time for the 2026 election. The first election under these lines will be in 2028.

What is Districting

Definition

Districting is the initial process of creating election district boundaries.

These boundaries determine:

- Eligibility to run for office – must live within boundaries to qualify for election.
- Who votes in the election – only voters within the election district.

What is Districting

Definition

Districting is the initial process of creating election district boundaries.

These boundaries do not determine:

- How the City decides to govern. The City Council can still work to achieve goals that benefit the district as a whole rather than the interests of any single district.
- How services or relationships between the City and the public are managed.

What is Redistricting?

Redistricting is at its core the act of equalizing population among districts. After a city districts, this occurs every ten years following the release of the decennial US Census datasets.

This is important in order to meet two requirements - one constitutional, one from Supreme Court precedent:

- *Equal Representation (14th Amendment)* - how effective any resident can be at advocating for themselves or being represented within a jurisdiction.
- *One Person One Vote* - equal ability to elect a candidate of choice.

What is Gerrymandering

Types of Gerrymanders

The two primary types of gerrymanders are Partisan and Racial, but there are more.

Partisan Gerrymandering – current Supreme Court has determined these *non-justiciable* but some state and local laws have stepped in to ban them.

Racial Gerrymandering – courts have repeatedly found these to be unlawful, but rules are shifting.

Incumbent Gerrymandering – common in any redistricting conducted by the agency itself.

Required Redistricting Criteria

Traditional redistricting principles used throughout the country and written into state law

There are a number of criteria that are required under the FAIR MAPS Act (ranked):

- Relatively equal size - people, not citizens
- Contiguous – districts should not hop/jump
- Maintain “*communities of interest*”
- Easily identifiable and understandable lines, following natural and man-made boundaries
- Keep districts compact – appearance/function

Additional Redistricting Rules

Criteria required beyond Traditional Principles

The FAIR MAPS Act adds more criteria to the process.

- Not consider Incumbents / Candidates.
- Not draw districts to advantage or disadvantage a political party.
- Hold minimum set of hearings, encourage public engagement.
- Posting of all districting/redistricting information on a website that is maintained *for the next 10 years*.

Online Mapping Tool

<https://www.udrawthelines.com/>



The screenshot shows the 'City of El Cerrito Public Mapping Tool' website. At the top, there is a navigation bar with three options: 'DRAW', 'PLAN GALLERY', and 'WORKS IN PROGRESS'. Below the navigation bar, the title 'City of El Cerrito' is prominently displayed in a large, bold, black font, followed by the subtitle 'Public Mapping Tool'. There are three language selection buttons: 'English' (highlighted in blue), 'Español', and '中文'. The main content area contains a paragraph explaining the city's transition from an at-large election system to a by-district system, followed by a bulleted list of two options for district maps. Below this, there is a section titled 'We're asking for your help with two things:' followed by a numbered list of two items: '1. Identifying communities of interest' and '2. Providing draft district maps'. At the bottom, a paragraph states that every map submitted will be reviewed by professional demographers, staff, and the current City Council.

DRAW PLAN GALLERY WORKS IN PROGRESS

City of El Cerrito

Public Mapping Tool

English Español 中文

The City of El Cerrito is in the process of moving from an at-large election system to a by-district election system. To draw these new election districts for the City Council, we need to hear from you! It's important the City knows about your community as the lines are being drawn so the City Council district lines can amplify the voices of residents. Learn more on our website at elcerrito.gov/districts.

The El Cerrito City Council will be considering two options for the district maps:

- A 4-district map with an "at-large" mayor elected by voters.
- A 5-district map where the role of mayor is decided by the City Council annually, as it is currently.

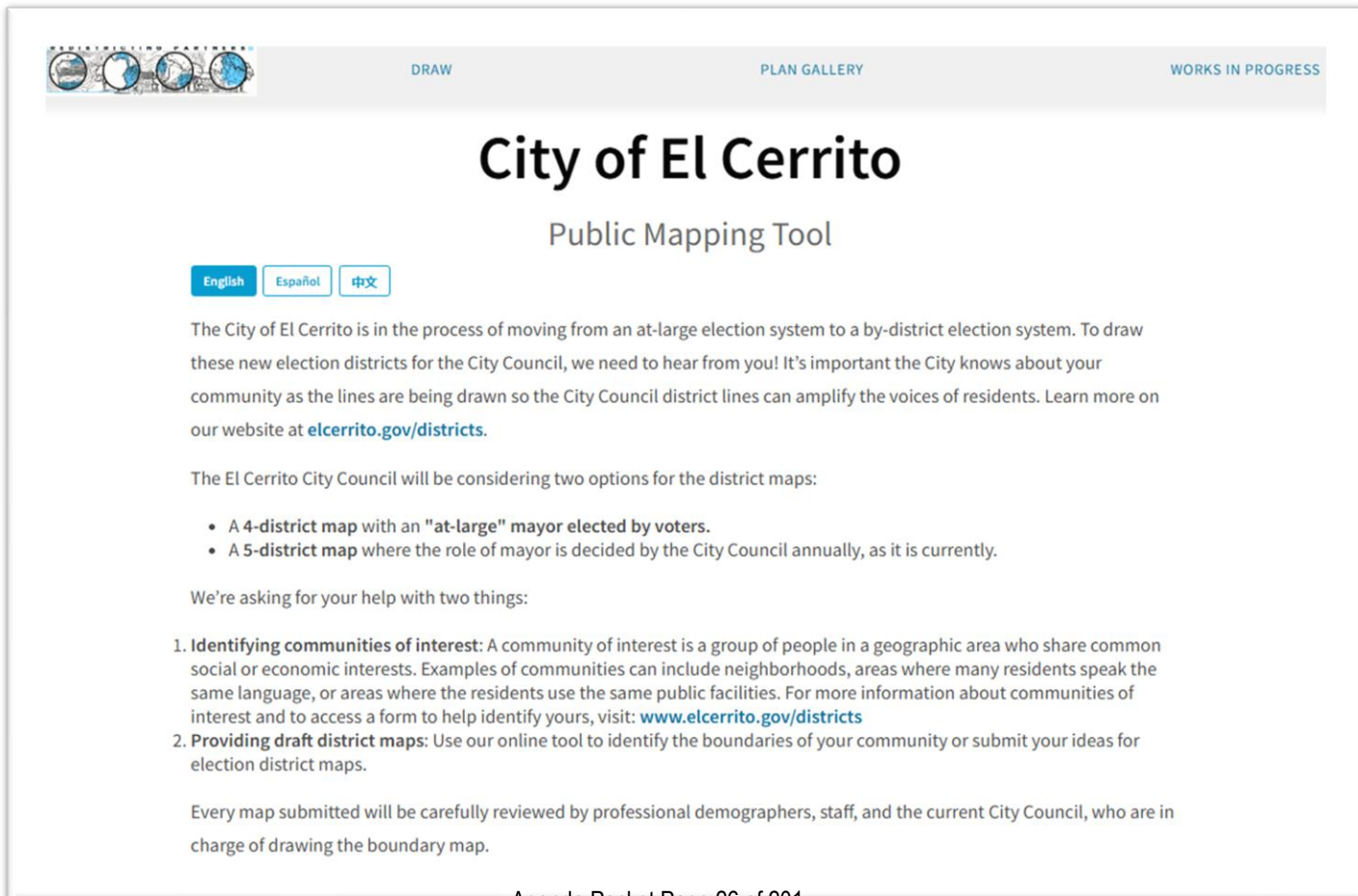
We're asking for your help with two things:

1. **Identifying communities of interest:** A community of interest is a group of people in a geographic area who share common social or economic interests. Examples of communities can include neighborhoods, areas where many residents speak the same language, or areas where the residents use the same public facilities. For more information about communities of interest and to access a form to help identify yours, visit: www.elcerrito.gov/districts
2. **Providing draft district maps:** Use our online tool to identify the boundaries of your community or submit your ideas for election district maps.

Every map submitted will be carefully reviewed by professional demographers, staff, and the current City Council, who are in charge of drawing the boundary map.

Online Mapping Tool

<https://www.udrawthelines.com/>



DRAW PLAN GALLERY WORKS IN PROGRESS

City of El Cerrito

Public Mapping Tool

English Español 中文

The City of El Cerrito is in the process of moving from an at-large election system to a by-district election system. To draw these new election districts for the City Council, we need to hear from you! It's important the City knows about your community as the lines are being drawn so the City Council district lines can amplify the voices of residents. Learn more on our website at elcerrito.gov/districts.

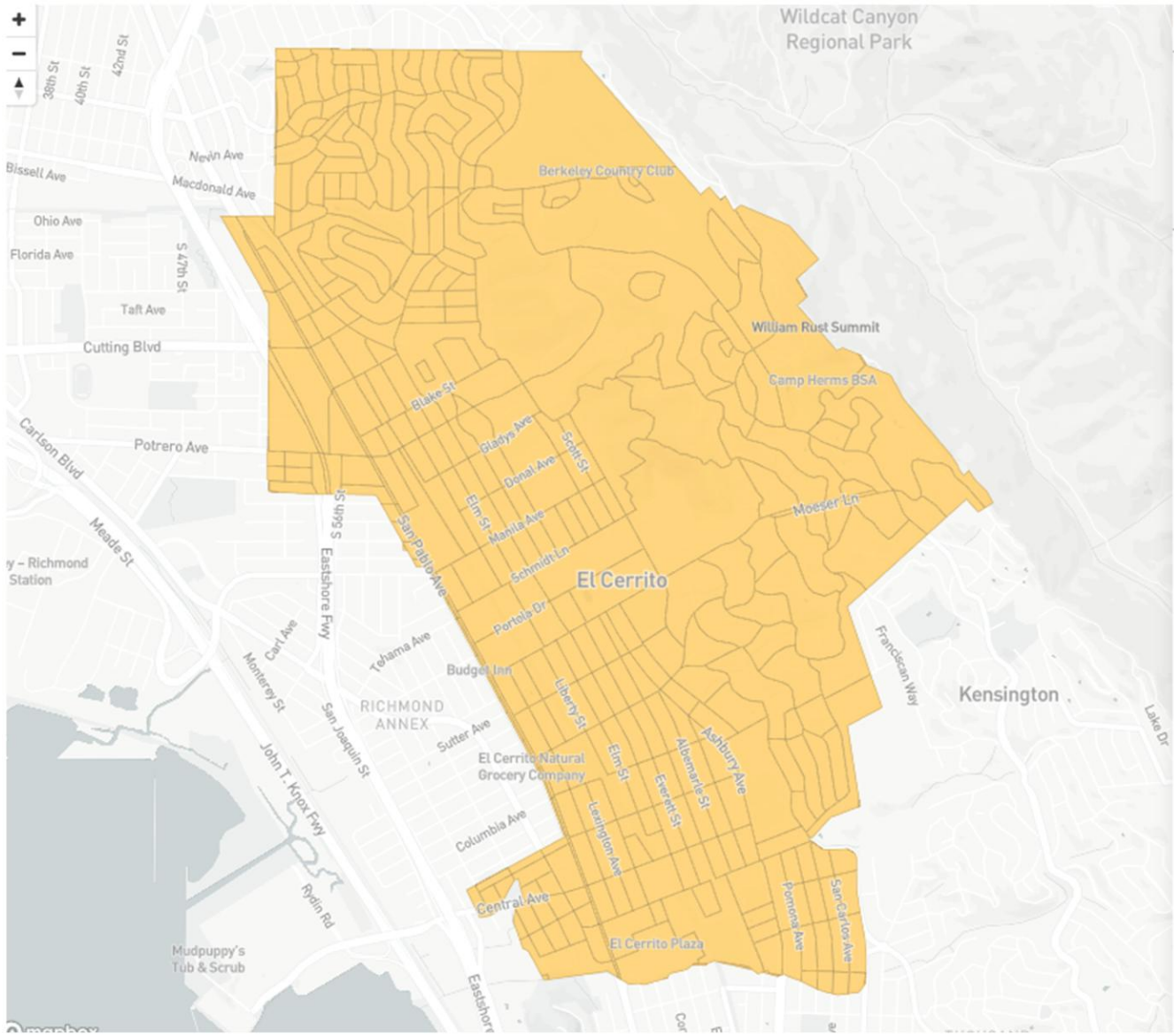
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We're asking for your help with two things:

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2. **Providing draft district maps:** Use our online tool to identify the boundaries of your community or submit your ideas for election district maps.

Every map submitted will be carefully reviewed by professional demographers, staff, and the current City Council, who are in charge of drawing the boundary map.



COLOR

BRUSH SIZE 100

Lock already-drawn districts

UNDO / REDO

Population
Data Layers
Evaluation

Population Balance

Uses 2020 Census 94-171 Decennial Census data, with Prison Population Adjustment by UC Berkeley Statewide Database, put into census blocks and maintained by Redistricting Partners.



UNASSIGNED POPULATION: 0
 TOTAL POPULATION DEVIATION: 0%

Highlight unassigned units



City of El Cerrito

First two public hearings devoted to community of interest testimony gathering and education on districting process

Public Hearing Schedule

May 5, 2026

First public hearing

May 19, 2025

Second public hearing

June 9, 2026

Third public hearing (first maps hearing)

June 16, 2026

Fourth public hearing

July 7, 2026

Fifth public hearing (vote on maps)

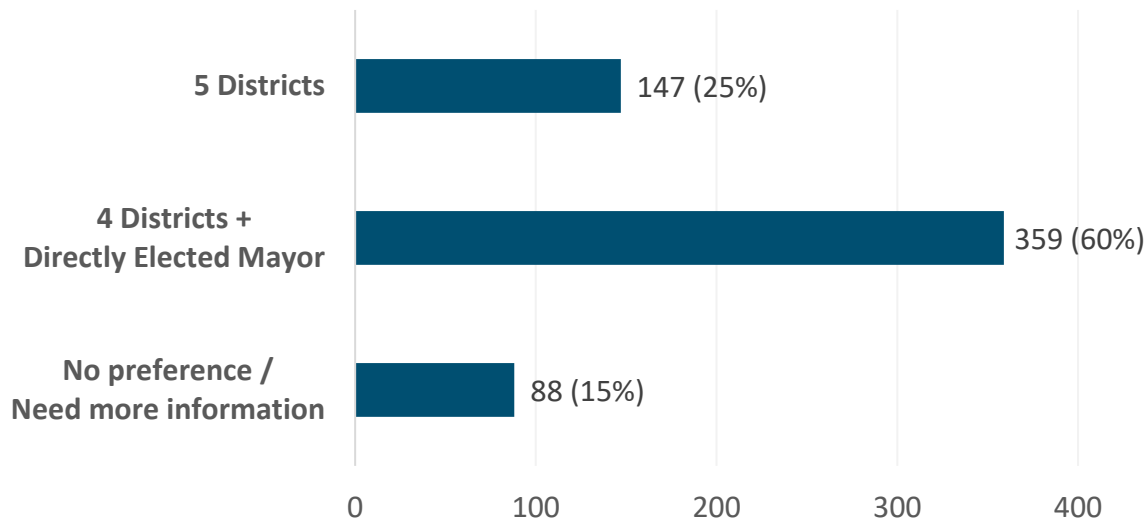
Public Hearing Timeline

- ~~• **May 5, 2026:** Public input on district composition and communities of interest~~
- ~~• **May 12, 2026:** Community Workshop #1~~
- **May 19, 2026:** Public input on district composition and communities of interest
 - Council to consider number of districts and method of election for Mayor, and
 - Council to instruct demographers on drafting maps
- **June 3, 2026:** Community Workshop #2, 6 – 7:30pm (City Council Chambers)
- **June 9, 2026:** Presentation and public input on draft maps
- **June 16, 2026:** Additional public input on draft maps
 - Council to select final map
- **July 7, 2026:** Approve final map and Introduce Ordinance to change to District-Based Elections
- **July 21, 2026:** Final Adoption of Ordinance

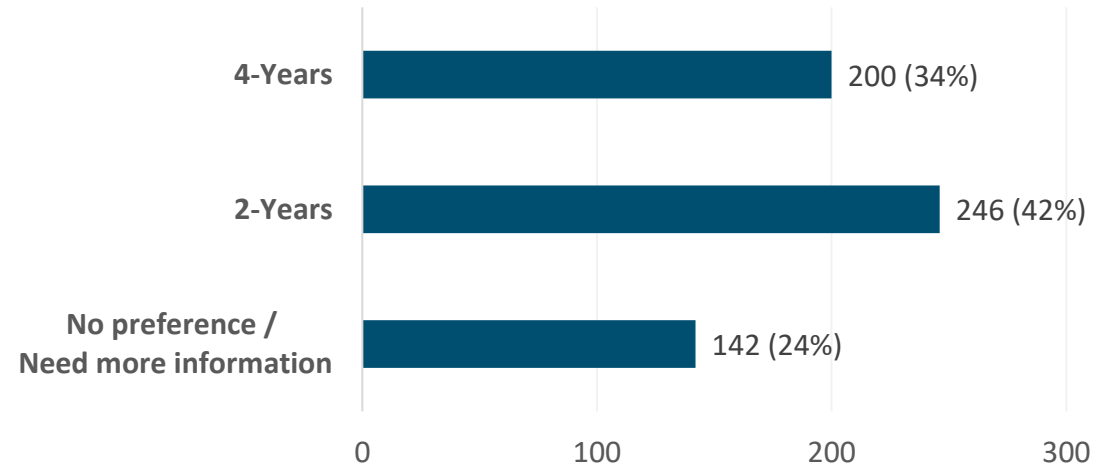
Polco Quick Poll of Residents

- Informal Poll Opened April 30, 2026
- Conducted using Polco tools and sent out using City email database, Polco's contact list, and in digital City outreach channels
- **602 responses** through May 5, 2026

Question 1: Structure of the El Cerrito City Council
Which would you prefer?



Question 2: If the City moves to a directly elected Mayor, what should the term length be?



Contra Costa County Data

	Districts	Directly Elected Mayor	Term of Mayor
San Ramon	Y	Y	2 years
Martinez	Y	Y	4 years
Antioch	Y	Y	4 years
Brentwood	Y	Y	4 years
Richmond	Y	Y	4 years
Concord	Y	N	N/A
Oakley	Y	N	N/A
Pleasant Hill	Y	N	N/A
Clayton	N	N	N/A
Hercules	N	N	N/A
Lafayette	N	N	N/A
Orinda	N	N	N/A
Pinole	N	N	N/A
Pittsburg	N	N	N/A
San Pablo	N	N	N/A
Town of Danville	N	N	N/A
Town of Moraga	N	N	N/A
Walnut Creek	N	N	N/A

Highlights

- 8 out of 18 other cities/towns have district-based elections
- Of those, 5 out of 8 have at-large elections for mayor
- Of those with at-large mayors, 4 out of 5 hold 4-year terms

Key Opportunities for the Community

- Submit a **Community of Interest Form**
 - Available at elcerrito.gov/districts
- **Draw Communities of Interest and Suggested District Boundaries** using online mapping tool or analog options
- Attend the **Community Workshop on June 3rd (6-7:30pm)** to learn more and receive assistance in submitting maps and other public input
- Review the City Website where everything to do with the process will be publicly available, including all maps and forms received

elcerrito.gov/districts

Number of Districts and Election of Mayor

- Current at-large structure:
 - 5 Councilmembers elected by the whole community
 - Mayor selected by the City Council for a one-year term
- Options under District-based structure:
 - Five Districts:
 - 5 Councilmembers, one living and elected from each district
 - Mayor is a Councilmember selected by the City Council for a one-year term
 - Four Districts:
 - 4 Councilmembers, living in and elected by district voters
 - 1 Mayor, living anywhere in the City and elected by all El Cerrito voters
 - Directly elected Mayor would be a member of the City Council; no additional executive powers

Requested Direction and Next Steps

- Proposed Action:
 - Direct Staff and the demographer to proceed forward with:
 - 5 Districts and a rotating Mayor; or
 - 4 Districts and a directly elected Mayor
 - Provide direction to demographer on communities of interest and any additional guidance before draft maps are developed
- Next Steps:
 - Community Workshop #2 on June 3
 - 3rd Public Hearing on June 9



City of El Cerrito

MCE

A local, not-for-profit
electricity provider

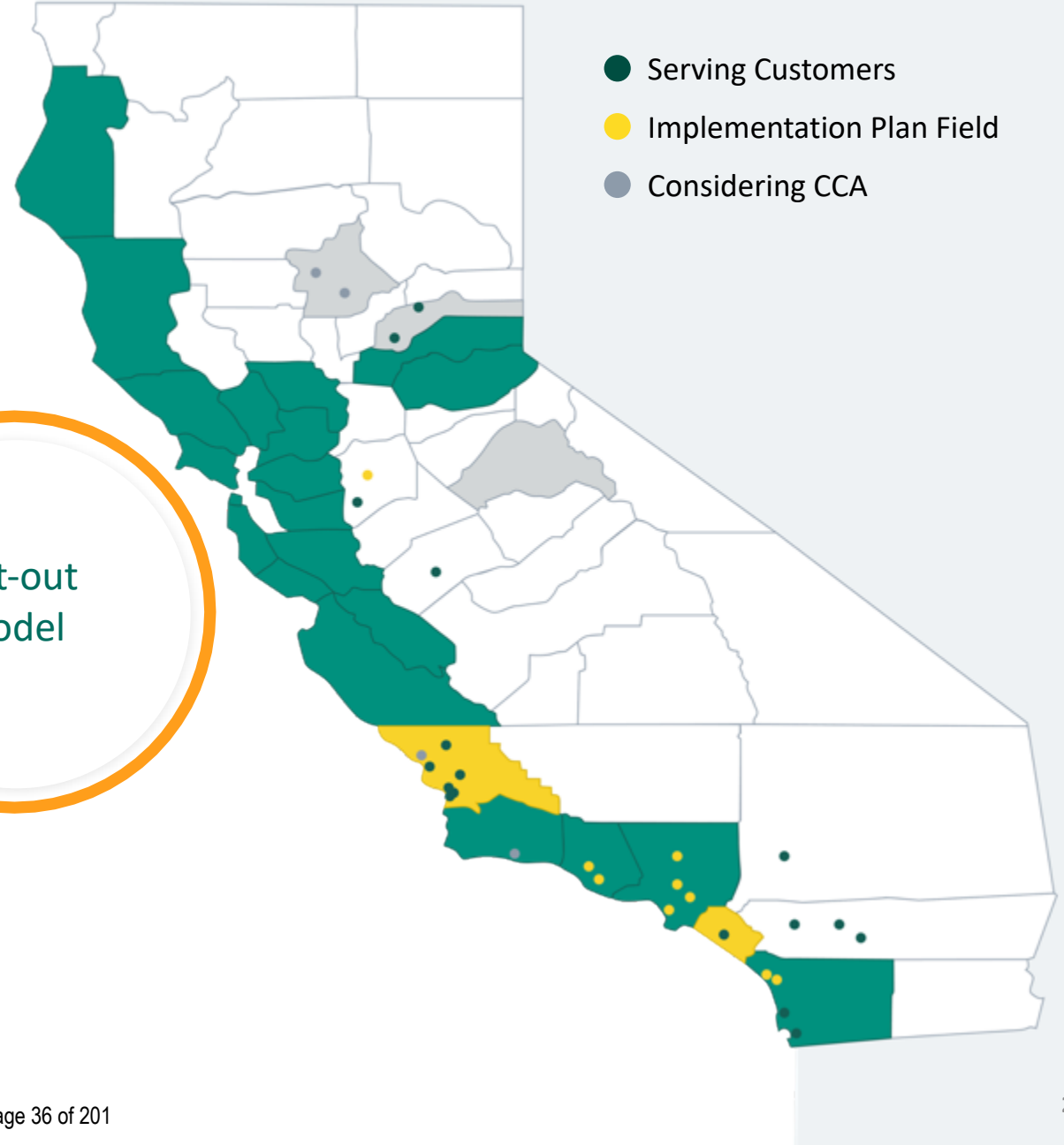
May 19, 2026

Community Choice in California

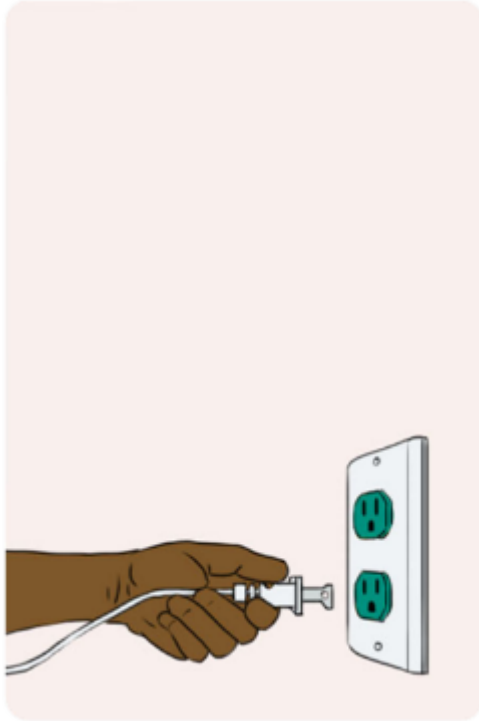
Enabling
Legislation
AB 117, 2002

Over 14 million
customers & 200
communities

Opt-out
model

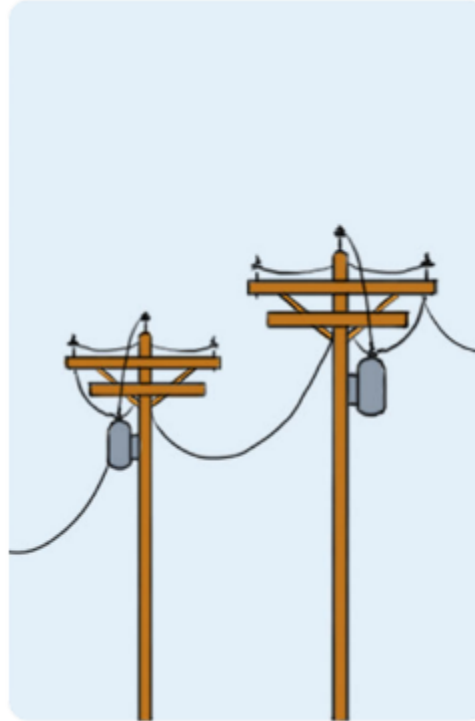


How MCE Works



You

Benefit from cleaner air, stable rates, choice and local control



PG&E

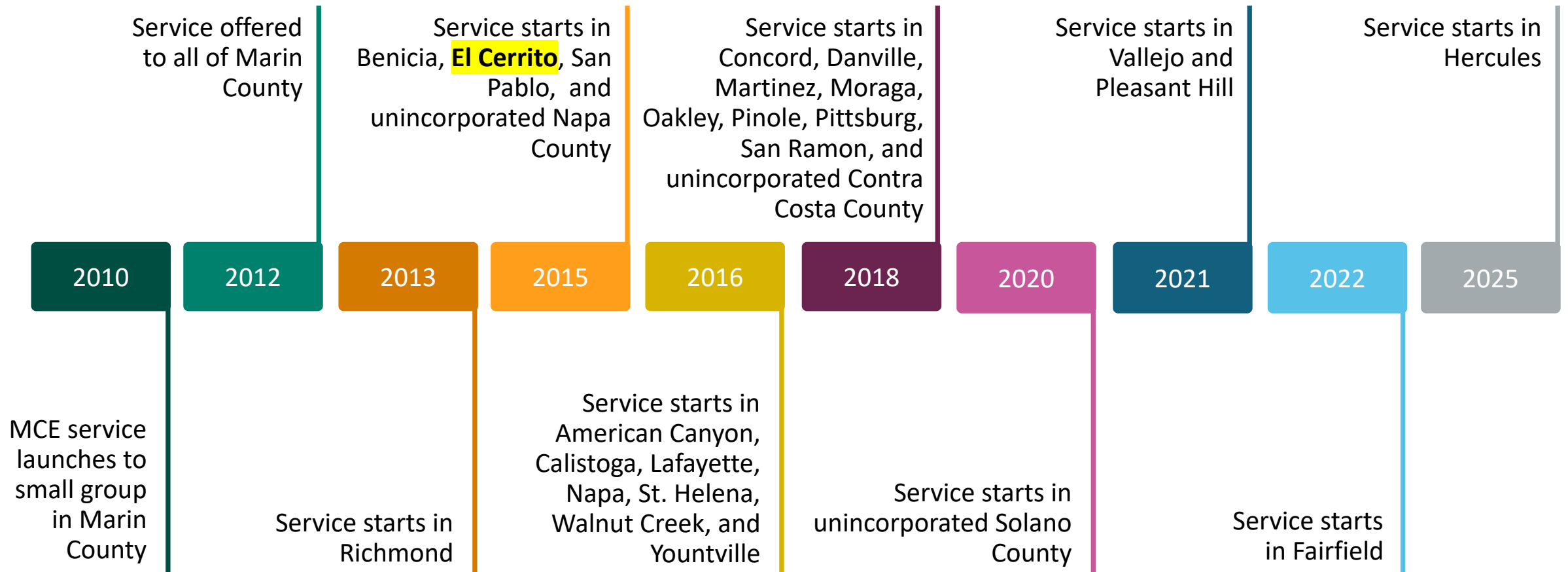
Delivers energy, maintains lines, and sends bills



MCE

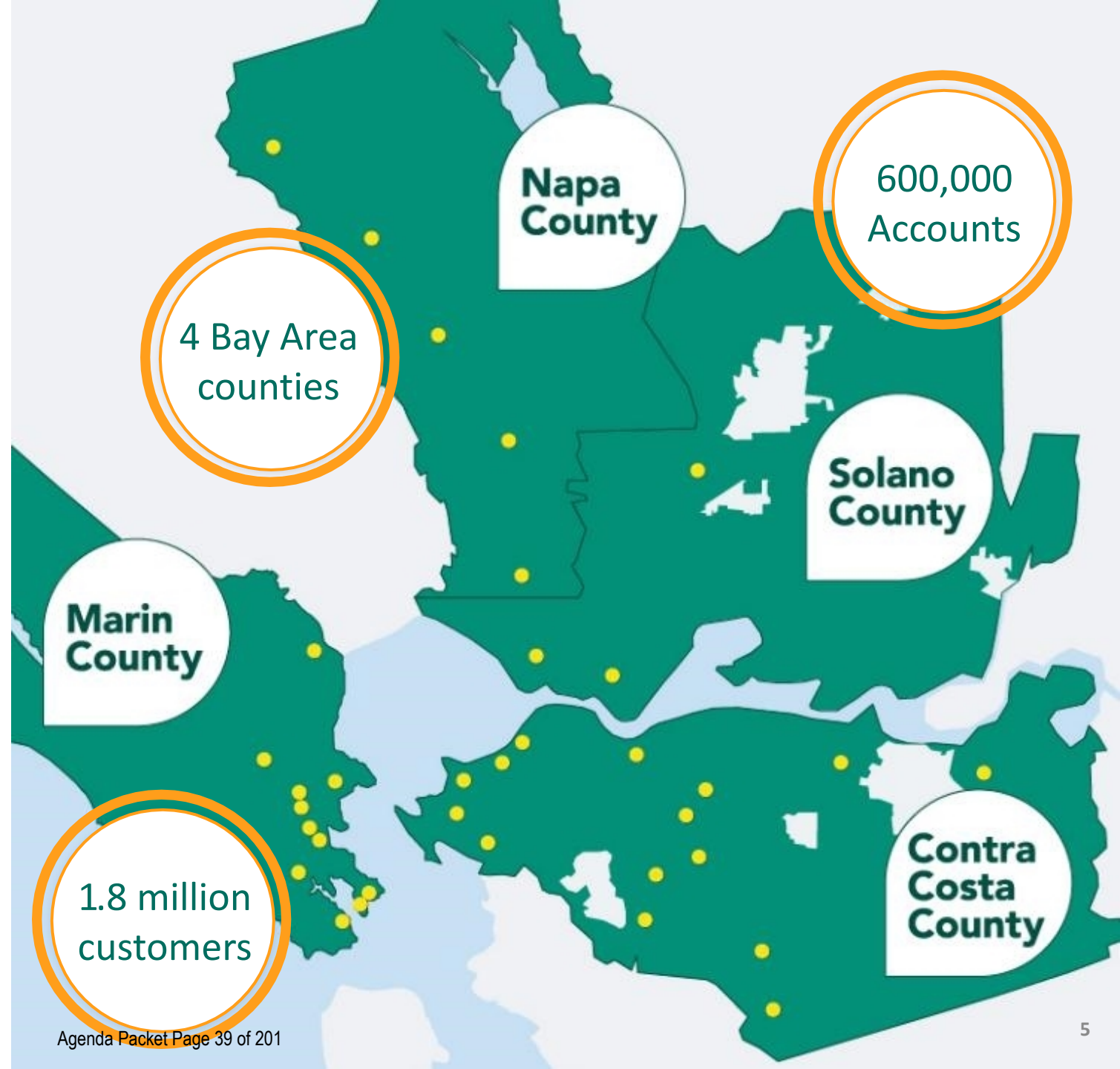
Buys and builds clean and renewable energy for you

MCE's Growth



Not-for-Profit Public Agency

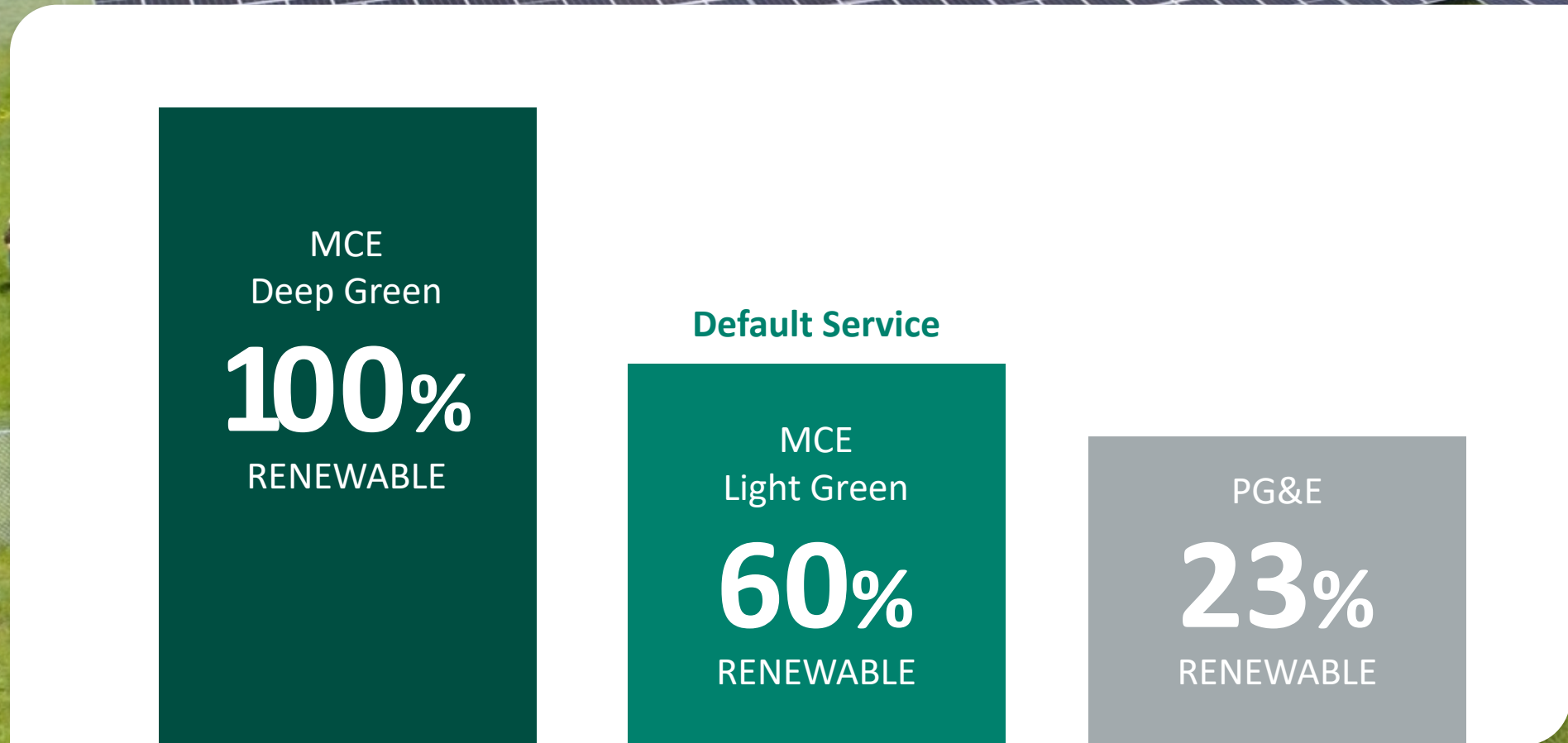
**34 Board Members.
Elected officials.
No tax dollars.**






Your Energy Choices

Choice is Power



Understanding MCE Rates

- MCE sets rates for electricity generation only.
- MCE typically sets its rates once a year.
- MCE's rates are released to the public with a 30-day review and comment period. **All rate changes are reviewed publicly by MCE's Board of Directors and approved in a voting meeting.**

A photograph of a woman and a man sitting at a table, smiling and looking at a laptop. The woman is on the left, wearing a light green sweater. The man is on the right, wearing a light-colored polo shirt. They appear to be in a meeting or collaborative work environment.

MCE does not set rates for electric delivery or natural gas.

Rate Reductions and Customer Bill Relief

Lower generation rates:

- A 14% reduction in MCE's generation rate

Temporary bill credit:

- A \$0.0062/kWh credit, applied through 2026
- Helping offset recent PG&E exit fee increase

Expanded MCE Cares Credit

- \$10M additional funding
- \$20/month credit residential
- \$25/month credit small business customers

CARE, FERA, and Medical Baseline Allowance are provided in full.



Residential Cost Comparison

	MCE Light Green 60% RENEWABLE	MCE Deep Green 100% RENEWABLE	PG&E 23% RENEWABLE
Electric Generation	\$51.22	\$56.69	\$53.94
PG&E Electric Delivery	\$129.35	\$129.35	\$129.35
Additional PG&E Fees	\$16.29	\$16.29	\$-4.02
Average Total Monthly Cost	\$196.86	\$202.33	\$179.26

**Rates effective April 1, 2026*



MCE and the City of El Cerrito

El Cerrito At A Glance



Strong Participation, Real Community Impact

Customer Enrollment

MCE Participation Rate 92%

Deep Green 11%

Solar 13%

CARE Discount 11%

Medical Baseline 2%

Community Benefits¹

EV Rebates Distributed² \$260,000

EV Ports Installed³ 6

EV Charging Rebates Distributed \$21,000

Energy Efficiency Rebates Distributed \$244,000

¹ Cumulative statistics since joining MCE

² Funds distributed directly to customers

³ Ports installed at public parking lots for small businesses, schools, multifamily housing, and public agencies

Community Engagement

- **Local Sponsorship:** El Cerrito's Earth Day Celebration, El Cerrito's 4th of July Celebration, members of the Chamber of Commerce.
- **Partnering with MCE:** El Cerrito city staff are participating in a new Contra Costa staff working group led by MCE. This quarterly group brings together a coalition of sustainability staff across MCE member communities in Contra Costa County.



The poster features a light blue background with a green vine on the left side. At the top right is a globe icon surrounded by green leaves. The main title 'Earth Day Celebration' is in large blue letters. Below it, the date and location are listed in a smaller blue font. The bottom section contains several logos for partner organizations, including 'recyclemore', 'Sustainable CONTRA COSTA', 'MCE', 'Citizens' Climate Lobby', '+350ContraCosta Action', 'El Cerrito/Richmond Annex WALK & ROLL', 'El Cerrito Garden Club', and 'THE CITY OF EL CERRITO'.

El Cerrito
Earth Day Celebration
Saturday, April 25th - 1pm-4pm
El Cerrito Community Center
7007 Moeser Lane

Join us for an Eco-Friendly Event Celebrating Sustainability!

 **recyclemore**
WEST CONTRA COSTA INTEGRATED
WASTE MANAGEMENT AUTHORITY

 **Sustainable**
CONTRA COSTA

 **MCE**

 **Citizens' Climate Lobby**

 **+350ContraCosta**
Action

 El Cerrito/Richmond Annex
WALK & ROLL
Low-carbon access to the fruits of the city

 **El Cerrito**
Garden Club

 THE CITY OF
EL CERRITO

Customer Programs



Workplace & Multifamily Charging

\$4,500 rebate for workplace and multifamily properties



Energy Efficiency & Demand Response

Programs to reduce energy use during peak hours




Strategic Energy Management (SEM)

Behavioral changes that save you money

Virtual Power Plant

- 2022: MCE joins California Energy Commission grant to build a Virtual Power Plant (VPP) pilot in Richmond with a suite of customer-owned distributed energy resources (DERs) by 2025
- Rooftop solar, heat pump water heaters, smart thermostats, smart plugs, electric vehicles, batteries
- MCE can directly send digital signals to remotely shift & operate DERs for demand response and grid support; participants save money & get bill credits
- mceCleanEnergy.org/virtual-power-plant



Quiet, clean,
invisible pockets of
power

The Power of MCE

548K

metric tons of GHGs
eliminated since 2010

95%

carbon-free
since 2022

\$4.5B

committed to building
new renewable projects

3.3M

of labor hours
supported

60% renewable since
2017,

100%

renewable option

\$400M

reinvested in MCE
communities since 2010

46MW

of new renewable
projects built in our
service area

7,134

jobs created



Thank you!



mceCleanEnergy.org
info@mceCleanEnergy.org

(888) 632-3674

Agenda Packet Page 51 of 201

MCE Briefing Overview

Context for City Council Presentation

MCE is California's first Community Choice Aggregation (CCA) program, launched in 2010 to give communities greater choice in their electricity provider while advancing cleaner energy and reducing greenhouse gas emissions.

Today, MCE serves more than 600,000 customers across 38 communities, and CCAs collectively provide electricity to over 15 million Californians.

Recent public discussions have raised questions about electricity costs, reliability, and energy sourcing. This document explains how MCE operates in California's energy system and what it delivers for its communities.

1. Locally governed, not-for-profit public agency

MCE is a locally governed, not-for-profit public agency overseen by a board of elected officials representing its member communities.

This means revenues are reinvested in programs and services, rather than paid to shareholders.

Approximately 95% of MCE's budget goes directly toward purchasing power. Remaining funds are reinvested into:

- Customer bill assistance
- Local energy programs
- Clean energy and workforce development initiatives

Since its founding, MCE has reinvested more than \$400 million into local programs and services.

2. How electricity costs are structured in California

Electricity in California operates within a highly regulated, statewide system. Many of the largest cost components on a customer's bill are set at that level and apply across all providers.

These include:

- Wildfire mitigation and grid hardening
- Transmission and distribution infrastructure

- The Power Charge Indifference Adjustment (PCIA), sometimes referred to as the PG&E exit fee

For most customers, these delivery and system-related charges make up the majority of a typical electricity bill (70%), while electricity generation represents a smaller portion (30%).

MCE does not own or operate power lines. Its role is to procure electricity and provide customer programs within this broader system.

3. Managing costs on behalf of customers

MCE focuses on the parts of the electricity system it directly controls.

Key actions include:

- A 14% reduction in generation rates in 2026
- \$10 million in expanded bill assistance in 2026 for income-qualified customers
- Strategically securing energy contracts in order to meet state and Board-approved targets while keeping customer costs competitive

Since 2010, MCE customers have saved an estimated \$80 million through lower bills and bill savings programs like the MCE Cares Credit.

4. Clean energy procurement and reporting

MCE's electricity portfolio exceeds California's renewable energy requirements.

Its default service is a minimum of 60% renewable, with a 100% renewable option available to all customers.

As California's clean energy goals have increased, MCE has adjusted its power purchases to stay ahead of those requirements while maintaining reliability and affordability for customers.

All MCE's renewable energy reporting follows standardized requirements established by the California Energy Commission.

5. Reliability and Resource Adequacy

Electric grid reliability in California is maintained through a statewide program known as Resource Adequacy (RA). This program requires all electricity providers to secure sufficient capacity to ensure power is available during periods of high demand.

RA focuses on ensuring available capacity for reliability for the broader electricity system. This is separate and distinct from the specific electricity delivered to customers.

Under current grid conditions, a portion of statewide reliability requirements is met using existing natural gas resources. This comes from how the statewide grid operates today, not from any one provider's individual choices.

MCE meets all Resource Adequacy requirements and continues to invest in:

- Energy storage resources
- Renewable baseload resources

These investments are designed to expand cleaner sources of reliable capacity over time.

6. Long-term planning and risk management

Electricity must be secured in advance within dynamic and often volatile wholesale markets.

MCE uses a mix of long-term and short-term contracts along with financial hedging tools to keep rates more stable over time. This strategy helps protect customers from sudden price fluctuations in the market while supporting long-term planning.

7. Public transparency and oversight

As a public agency, MCE operates with full transparency and accountability. This includes:

- Public board and committee meetings
- Open-session annual budget approval
- Independent financial audits

Executive compensation and organizational performance are reviewed through public processes.

Public workshops are regularly scheduled, and public input is encouraged. Future workshop topics include power procurement, scheduled for June 5, 2026.

Summary

MCE operates within a statewide system where many cost and reliability factors are externally defined.

Within that system, MCE works on behalf of its communities to:

- Provide more renewable electricity choices
- Manage costs responsibly
- Reinvest revenues locally
- Operate with full public transparency and oversight

MCE is a financially strong, locally governed public agency with multiple investment-grade credit ratings. We are rooted in the communities we serve – delivering cleaner energy, reinvesting locally, and helping reduce greenhouse gas emissions in measurable ways.

That is the record we're proud to stand behind.

EL CERRITO CITY COUNCIL PROCLAMATION
Recognizing June as LGBTQIA+ Pride Month in the City of El Cerrito

WHEREAS, the City of El Cerrito has a diverse Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual (LGBTQIA+) community and is committed to supporting visibility, dignity, and equity for all people in the community; and

WHEREAS, many of the residents, students, city employees, and business owners within the City of El Cerrito who contribute to the enrichment of our City are a part of the Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual community; and

WHEREAS, various advancements have been made with respect to equitable treatment of Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual persons throughout the nation, but there continues to be opposition against people from this community and around the world making it important for cities like El Cerrito to stand up and show support for our residents who are affected; and

WHEREAS, several cities across the United States recognize and celebrate June as LGBTQIA+ Pride Month; and

WHEREAS, June has become a symbolic month in which Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual people and supporters come together in various celebrations of pride; and

WHEREAS, the rainbow flag, also known as the LGBTQIA+ pride flag or gay pride flag, has been used since the 1970s as a symbol of Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual pride and LGBTQIA+ social movements; and

WHEREAS, since 2013 the rainbow flag has been flown at City Hall throughout the month of June to symbolize the City's celebration of diversity and support for the Lesbian, Gay, Bisexual, Transgender/Transsexual, Queer/Questioning, Intersex and Agender/Asexual community; and

WHEREAS, the Progress Pride Flag was designed in 2018, adding a 5-colored chevron to the LGBTQIA+ Rainbow Flag to place a greater emphasis on inclusion and progression, while a field of yellow and a purple circle was added in 2021 to create the Intersex Inclusive Pride flag and to symbolize intersex inclusion.

NOW THEREFORE, the City Council of the City of El Cerrito does hereby proclaim the month of June 2026 as LGBTQIA+ Pride Month in the City of El Cerrito and encourages all members of the community to reflect on the importance of living and working together with mutual respect, dignity, and understanding. The Council further recognizes Pride Month by raising the Intersex Inclusive Progress Pride Flag at City Hall on June 1, 2026, at 4:00 PM, where it will fly throughout the month of June, followed by a community gathering and celebration at 5:00 PM at Castro Park.

Dated: May 19, 2026

Gabe Quinto, Mayor



AGENDA BILL

Agenda Item No. 7.B.

Date: May 19, 2026
To: El Cerrito City Council
From: Crystal Reams, Finance Director/City Treasurer, Finance Department
Subject: Monthly Disbursement and Check Register Report for April 2026

ACTION PROPOSED

Receive and file the Monthly Disbursement and Check Register Report for the month of March 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 April 30, 2026, reflecting 283 Accounts Payable General Warrant Nos. 95971 through 96253, 36 Automated Clearing House/Electronic Funds Transfer (ACH/EFT) transactions, and 606 payroll-related checks and EFTs for a grand total of \$5,830,068.11.

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 black ink, appearing to read "Alexandra Orologas". The signature is fluid and cursive, with a large initial 'A' and 'O'.

Alexandra Orologas, Assistant City Manager

Attachments:

1. Monthly Payment Register April 2026

City of El Cerrito
Payment Register

From Payment Date: 4/1/2026 - To Payment Date: 4/30/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
AP-AP Check - Accounts Payable Checking Account								
<u>Check</u>								
95971	04/02/2026	Reconciled		04/20/2026	Accounts Payable	AT&T CALIFORNIA, AT&T WHOLESALE, AT&T DATACOMM	RELEASE OF BONDS - MAR 2026 PART 2	\$ 792.00
95972	04/02/2026	Open			Accounts Payable	PG&E	RELEASE OF BONDS - MAR 2026 PART 2	19,651.00
95973	04/02/2026	Reconciled		04/09/2026	Accounts Payable	TERRA NOVA ENGINEERING INC	RELEASE OF BONDS - MAR 2026 PART 2	1,871.00
95974	04/02/2026	Reconciled		04/13/2026	Accounts Payable	Assembly Builders, Inc	RELEASE OF BONDS - MAR 2026 PART 2	792.00
95975	04/02/2026	Reconciled		04/13/2026	Accounts Payable	Next Generation of Builders	RELEASE OF BONDS - MAR 2026 PART 2	792.00
95976	04/02/2026	Reconciled		04/08/2026	Accounts Payable	4LEAF, INC.	INV J4318H WAS UNDERPAID- REMAINING PYMT \$300	19,661.49
95977	04/02/2026	Reconciled		04/14/2026	Accounts Payable	ALAMEDA COUNTY FIRE DEPARTMENT	POWER STEERING RESERVIOR REPAIRS	826.19
95978	04/02/2026	Reconciled		04/07/2026	Accounts Payable	AMAZON CAPITAL SERVICES, INC.	UST SUPPLIES - THERMAL RECEIPT	31.24
95979	04/02/2026	Reconciled		04/06/2026	Accounts Payable	ASBURY ENVIRONMENTAL SERVICES	USED MOTOR OIL RECYCLING 3/12/2026	153.00
95980	04/02/2026	Reconciled		04/06/2026	Accounts Payable	ASE ARTS	EXPLORING FELLI PRINTS MAR 2026	153.00
95981	04/02/2026	Reconciled		04/08/2026	Accounts Payable	BEACON HILL SOLUTIONS GROUP LLC	TEMP STAFF SUPPORT 2/14/2026	15,534.68
95982	04/02/2026	Reconciled		04/10/2026	Accounts Payable	California Resource Recovery Association	2026 CRRA ANNUAL CONFERENCE REGISTRATION CARLOS	1,550.00
95983	04/02/2026	Reconciled		04/20/2026	Accounts Payable	CHILDCARE CAREERS, LLC	MADERA CHILDCARE AIDE	940.00
95984	04/02/2026	Reconciled		04/09/2026	Accounts Payable	CINTAS CORPORATION #054 UNIFORMS	UNIFORM ITEMS FOR C. BENNETT	1,178.11
95985	04/02/2026	Reconciled		04/13/2026	Accounts Payable	COMMUNITY CONSERVATION CENTERS, INC.	MIXED PAPER + HDPE RECYCLING FEB 2026	880.26
95986	04/02/2026	Reconciled		04/21/2026	Accounts Payable	CONTRA COSTA COUNTY HEALTH SERVICES DEPT	CORE HOMELESS OUTREACH AND SERVICES OCT-DEC 2025	5,504.00
95987	04/02/2026	Reconciled		04/13/2026	Accounts Payable	FLEET MANAGEMENT HOLDINGS, LLC	R1: BRAKE REPAIR	5,876.54
95988	04/02/2026	Reconciled		04/07/2026	Accounts Payable	GOLDFARB & LIPMAN LLP	LEGAL SERVICES FOR FEB 2026	73.00
95989	04/02/2026	Reconciled		04/08/2026	Accounts Payable	KNORR SYSTEMS, INC.	CO2	297.14
95990	04/02/2026	Reconciled		04/06/2026	Accounts Payable	MCNEILUS TRUCK AND MANUFACTURING, INC.	NEW RECYCLING TRUCK R5	549,494.37
95991	04/02/2026	Reconciled		04/17/2026	Accounts Payable	MUNICIPAL POOLING AUTHORITY	UNMET LIABILITY 2/2026	1,604.33
95992	04/02/2026	Reconciled		04/07/2026	Accounts Payable	ODYSSEY POWER CORPORATION	CITY HALL REGULAR MAJOR SERVICE 1/12/26	996.00
95993	04/02/2026	Reconciled		04/08/2026	Accounts Payable	OLIVERO PLUMBING	RECYCL OFFICE CLEAR SEWER LINE + PUBLIC TOILETS	505.00
95994	04/02/2026	Reconciled		04/07/2026	Accounts Payable	PACIFIC COAST AV	COUNCIL CHAMBERS AV UPGRADES PROGRESS #7	12,309.48
95995	04/02/2026	Reconciled		04/10/2026	Accounts Payable	PAVEMENT COATINGS CO.	2025 SURFACE SEAL PROJECT MAR 2 2026	269,728.34
95996	04/02/2026	Reconciled		04/06/2026	Accounts Payable	PREMIER GRAPHICS	ENVELOPES FOR CD	380.36
95997	04/02/2026	Reconciled		04/13/2026	Accounts Payable	RILE, KATHRYN	CERAMICS INDEPENDENT STUDY FEB 2026	1,484.40
95998	04/02/2026	Reconciled		04/08/2026	Accounts Payable	ROADSAFE TRAFFIC SYSTEMS, INC.	TENNIS COURT LETTER SIGNS	445.24
95999	04/02/2026	Reconciled		04/06/2026	Accounts Payable	Rogers Stringer & McClelland, Inc.	CONSTRUCTION DOC DEVELOPMENT 11/1/25-11/30/25	13,500.00
96000	04/02/2026	Reconciled		04/06/2026	Accounts Payable	SINGLE CYLINDER REPAIR INC	SMALL EQUIPMENTS FOR PW	389.81
96001	04/02/2026	Reconciled		04/07/2026	Accounts Payable	SSD ALARM	RECYCLING CENTER BURGLAR & FIRE ALARMS MAR 2026	2,118.62
96002	04/02/2026	Reconciled		04/07/2026	Accounts Payable	SSP DATA PRODUCTS	WATER LEAK SENSOR CABLES FOR 51 AND CITY HALL	2,123.73
96003	04/02/2026	Reconciled		04/07/2026	Accounts Payable	VERIZON WIRELESS	VERIZON WIRELESS 10/24/25-11/23/25	5,893.54
96004	04/02/2026	Reconciled		04/06/2026	Accounts Payable	MIZUTANI, JAMES	COUNTY CLERK FILING FEE	50.00
96005	04/06/2026	Reconciled		04/10/2026	Accounts Payable	RICOH USA, INC	LEASE PAYMENT 12/1/25-12/31/25	8,676.28
96006	04/09/2026	Reconciled		04/14/2026	Accounts Payable	A PLUS TREE, LLC	PUBLIC TREE MAINTENANCE SERVICES	92,265.05
96007	04/09/2026	Reconciled		04/15/2026	Accounts Payable	AIRWORX LLC	DRONE CASE WITH MONITORS	5,998.00
96008	04/09/2026	Reconciled		04/15/2026	Accounts Payable	ARMOUR PETROLEUM SERVICE & EQUIPMENT CORP	UST VISUAL INSPECTION ON 3/17/26	1,205.84
96009	04/09/2026	Reconciled		04/16/2026	Accounts Payable	CALIFORNIA PUBLIC POLICY GROUP INC.	GRANT WRITING & ADVOCACY SVCS MAR 2026	6,500.00
96010	04/09/2026	Reconciled		04/21/2026	Accounts Payable	CHILDCARE CAREERS, LLC	FAIRMOUNT CHILDCARE AIDE	292.50
96011	04/09/2026	Reconciled		04/17/2026	Accounts Payable	CINTAS CORPORATION #054 UNIFORMS	CORP YARD UNIFORMS WEEKLY RENTALS	331.81
96012	04/09/2026	Open			Accounts Payable	CONTRA COSTA COUNTY SHERIFF'S OFFICE	CLETS FY 25/26 ANNUAL FEE	2,563.58
96013	04/09/2026	Reconciled		04/14/2026	Accounts Payable	CPS HR CONSULTING	MARKETING 2/1/26-2/28/26	1,752.32
96014	04/09/2026	Reconciled		04/22/2026	Accounts Payable	CRIME SCENE CLEANERS, INC.	DRYING ROOM CLEAN UP	650.00
96015	04/09/2026	Reconciled		04/20/2026	Accounts Payable	DATA TICKET, INC.	BUILDING & SAFETY FEB 2026	400.00
96016	04/09/2026	Reconciled		04/22/2026	Accounts Payable	DIVISION OF STATE ARCHITECT	DISABILITY ACCESS & EDU FEE FOR Q1 2026	106.40
96017	04/09/2026	Reconciled		04/23/2026	Accounts Payable	DON'S TIRE SERVICE, INC.	NEW TIRES	466.13
96018	04/09/2026	Reconciled		04/14/2026	Accounts Payable	DUNNIGAN PSYCHOLOGICAL & THREAT ASSESSMENTS	PSYCH EVAL 3/24/26	350.00
96019	04/09/2026	Reconciled		04/17/2026	Accounts Payable	EHSD-CC SENIOR NUTRITION	CAFE COSTA CONTRIBUTION REIMBURSEMENT FEB 2026	676.00
96020	04/09/2026	Reconciled		04/14/2026	Accounts Payable	ELOCK TECHNOLOGIES, LLC	BIKELINK BIKE LOCKER RENEWAL SVC 4/21/26-4/20/27	1,440.00
96021	04/09/2026	Reconciled		04/15/2026	Accounts Payable	FEHR & PEERS	DEL NORTE TOD PROJECT OCT 2025	6,885.00
96022	04/09/2026	Reconciled		04/20/2026	Accounts Payable	FLEET MANAGEMENT HOLDINGS, LLC	R1: CAB DOOR + FLOOR PATCH + HYDRAULICS	3,857.96
96023	04/09/2026	Reconciled		04/16/2026	Accounts Payable	FRASER & ASSOCIATES	PREPARE PPA FOR 24-25 & 25-25, INCLUDING MEMO TO COUNTY & DOF	1,500.00
96024	04/09/2026	Reconciled		04/14/2026	Accounts Payable	GABRIEL, BARBARA, A.	ADULT BALLET MAR 2026	574.80
96025	04/09/2026	Reconciled		04/16/2026	Accounts Payable	GILMAN PRESS	BUSINESS CARDS	149.51
96026	04/09/2026	Reconciled		04/15/2026	Accounts Payable	HdL Companies	CONTRACT SVCS - SALES TAX JAN-MAR 2026	1,872.68

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Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
96027	04/09/2026	Reconciled		04/15/2026	Accounts Payable	JUSTIN'S CRAB COMPANY	CRAB FOR 2026 CRAB FEED	9,786.00
96028	04/09/2026	Reconciled		04/17/2026	Accounts Payable	KEL-AIRE	HVAC	1,091.73
96029	04/09/2026	Reconciled		04/14/2026	Accounts Payable	KI RESEARCH INSTITUTE	AIKIDO MAR 2026	336.00
96030	04/09/2026	Reconciled		04/14/2026	Accounts Payable	L.N. CURTIS & SONS	UNIFORM REPAIR FOR FD	348.54
96031	04/09/2026	Reconciled		04/16/2026	Accounts Payable	LEHR UPFITTERS OPCO LLC	VEHICLE UPFITTING	19,170.47
96032	04/09/2026	Reconciled		04/15/2026	Accounts Payable	MED-TECH RESOURCE LLC	PPE GLOVES	491.78
96033	04/09/2026	Reconciled		04/14/2026	Accounts Payable	NBS	PROFESSIONAL SVCS 10/1/26-12/26	5,964.17
96034	04/09/2026	Open			Accounts Payable	NORTHERN CALIFORNIA RECYCLING ASSOCIATION	ANNUAL MEMBERSHIP RENEWAL MAR 2027	70.00
96035	04/09/2026	Reconciled		04/17/2026	Accounts Payable	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES CD	65.40
96036	04/09/2026	Reconciled		04/16/2026	Accounts Payable	OLIVERO PLUMBING	RP BACKFLOW REPAIR & RE-TEST AT 725 LEXINGTON AVE	2,165.00
96037	04/09/2026	Reconciled		04/14/2026	Accounts Payable	PINNACLE PETROLEUM INC	UNLEADED FUEL 3/26/26	18,495.03
96038	04/09/2026	Reconciled		04/15/2026	Accounts Payable	REPUBLIC SERVICES, INC.	CURBSIDE RECYCLING PROCESSING JAN 2026	105,082.89
96039	04/09/2026	Reconciled		04/14/2026	Accounts Payable	ROADSAFE TRAFFIC SYSTEMS, INC.	TRAFFIC SIGN SUPPLIES - BRACKETS + POST STRAPS	605.83
96040	04/09/2026	Reconciled		04/14/2026	Accounts Payable	RUBICON ENTERPRISES INC	MONTHLY LANDSCAPE MAINT NOV 2025 PARKS	69,219.08
96041	04/09/2026	Reconciled		04/14/2026	Accounts Payable	STERICYCLE, INC.	HAZARDOUS WASTE APR 2026	216.90
96042	04/09/2026	Reconciled		04/15/2026	Accounts Payable	T-MOBILE USA, Inc.	INVESTIFATION DATA	50.00
96043	04/09/2026	Reconciled		04/20/2026	Accounts Payable	Technica Auto, Inc.	2023 FORD FUSE BOX + FLUIDS	3,429.13
96044	04/09/2026	Reconciled		04/21/2026	Accounts Payable	TRB AND ASSOCIATES, INC.	PLAN REVIEW SERVICES FEB 2026	58,954.60
96045	04/09/2026	Reconciled		04/14/2026	Accounts Payable	TWO BROTHERS POOL & SPA, INC	MARCH 2026 POOL SERVICES	3,600.00
96046	04/09/2026	Reconciled		04/15/2026	Accounts Payable	VERMONT SYSTEMS, INC.	VSI CLOUD HOSTING FEB 2026	1,318.40
96047	04/09/2026	Reconciled		04/16/2026	Accounts Payable	WARD CONSTRUCTION, INC.	RELEASE OF BONDS - MAR 2026 PART 2	792.00
96048	04/09/2026	Reconciled		04/17/2026	Accounts Payable	WESTERN STATES OIL COMPANY	RENEWABLE DIESEL	25,185.00
96049	04/09/2026	Reconciled		04/16/2026	Accounts Payable	HERNANDEZ, CARLOS	AIRFARE FOR CRRA CONFERENCE 2026	118.76
96050	04/09/2026	Reconciled		04/24/2026	Accounts Payable	JANES, KEVIN	REIMBURSEMENT FOR LUNCH PURCHASED ON PERSONAL CARD	177.65
96051	04/09/2026	Open			Accounts Payable	GAOUAOUI, KAHINA	FAIRMONT CHILDCARE REFUND	336.00
96052	04/09/2026	Open			Accounts Payable	HILLS, CHRISTINE	CANCEL PERMIT REFUND DUE TO MATERIAL CONSTRAINTS	1,134.00
96053	04/09/2026	Open			Accounts Payable	HOUGHTON, JOHN	DAY TRIP GREAT DICKENS FAIR REFUND	50.00
96054	04/09/2026	Reconciled		04/16/2026	Accounts Payable	SAAVEDRA-BUCKLEY, TYLER ANN	REAL PROPERTY TAX REBATE FOR 333 RAMONA AVE	2,460.00
96055	04/16/2026	Reconciled		04/22/2026	Accounts Payable	4LEAF, INC.	PROFESSIONAL SERVICES STAFFING FEB 2026	27,161.97
96056	04/16/2026	Reconciled		04/22/2026	Accounts Payable	A3 PIPELINE	SINKHOLE REPAIRS	40,400.00
96057	04/16/2026	Reconciled		04/22/2026	Accounts Payable	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLIES FD	40.44
96058	04/16/2026	Reconciled		04/22/2026	Accounts Payable	AMERIGAS PROPANE INC	PROPANE FOR FORKLIFTS 3/12/26	849.04
96059	04/16/2026	Reconciled		04/21/2026	Accounts Payable	ASBURY ENVIRONMENTAL SERVICES	USED MOTOR OIL RECYCLING 3/27/26	153.00
96060	04/16/2026	Reconciled		04/21/2026	Accounts Payable	ATCO PEST CONTROL INC	COMMUNITY CENTER PEST CONTROL SVCS APR 2026	375.00
96061	04/16/2026	Open			Accounts Payable	ATHENA CODING LLC	HASEP/MASEP S2 WINTER 2026	4,125.00
96062	04/16/2026	Reconciled		04/21/2026	Accounts Payable	AURORA FENCING INC.	TEMPORARY FENCE PANELS	3,501.60
96063	04/16/2026	Reconciled		04/21/2026	Accounts Payable	BLAISDELL'S BUSINESS PRODUCTS	GENERAL OFFICE SUPPLIES	134.45
96064	04/16/2026	Reconciled		04/22/2026	Accounts Payable	BLUECOSMO	SATELLITE PHONES APR 2026	159.14
96065	04/16/2026	Reconciled		04/22/2026	Accounts Payable	BURKETT'S POOL PLASTERING, INC	SWIM CENTER - REPLASTERING PROJECT MAR 2026	54,174.46
96066	04/16/2026	Reconciled		04/23/2026	Accounts Payable	CANN, COLETTE	OPEN CERAMICS FRI MAR 2026	125.40
96067	04/16/2026	Reconciled		04/22/2026	Accounts Payable	CHILDCARE CAREERS, LLC	MADERA CHILDCARE AIDE	312.00
96068	04/16/2026	Reconciled		04/23/2026	Accounts Payable	CINTAS CORPORATION #054 UNIFORMS	UNIFORM ITEM FOR R. MARTINEZ	1,296.93
96069	04/16/2026	Reconciled		04/22/2026	Accounts Payable	CIVICPLUS, LLC	WEB HOMEPAGE HOSTING FOR PD 3/28/26-3/27/27	2,268.24
96070	04/16/2026	Reconciled		04/23/2026	Accounts Payable	COOKE, JOANNE	FLAMENCO DANCE MAR 2026	144.00
96071	04/16/2026	Reconciled		04/23/2026	Accounts Payable	DIEGO TRUCK REPAIR	ANNUAL SERVICE FD #33	3,383.73
96072	04/16/2026	Reconciled		04/21/2026	Accounts Payable	EBMUD	EBMUD 2/4/26-4/4/26	4,864.63
96073	04/16/2026	Reconciled		04/29/2026	Accounts Payable	ENGBERG, GERI	MASEP IMPROV S2 2026	1,166.40
96074	04/16/2026	Reconciled		04/23/2026	Accounts Payable	FEHR & PEERS	EL CERRITO PLAZA PHOTOMETRIC REVIEW 9/27/25-10/31/25	26,382.69
96075	04/16/2026	Reconciled		04/27/2026	Accounts Payable	FLEET MANAGEMENT HOLDINGS, LLC	R3: CHECK ENGINE LAMP	12,472.02
96076	04/16/2026	Reconciled		04/24/2026	Accounts Payable	GARDA CL WEST, INC.	ARMORED TRANSPORTATION SVCS APR 2026	341.20
96077	04/16/2026	Reconciled		04/20/2026	Accounts Payable	GHIRARDELLI ASSOCIATES	DEL NORTE TOD PROJECT JAN 2026	73,914.33
96078	04/16/2026	Reconciled		04/22/2026	Accounts Payable	GOLDEN BEAR TRANSFER STATION	STREET SWEEPING SPOILS ON 1/26/26	836.15
96079	04/16/2026	Reconciled		04/22/2026	Accounts Payable	HdL Companies	CONTRACT SVCS - TRANSACTIONS TAX (JAN-MAR 2026)	578.41
96080	04/16/2026	Reconciled		04/23/2026	Accounts Payable	HONEY BUCKET	CENTRAL PARK SERVICE 3/31/26-4/27/26	251.05
96081	04/16/2026	Reconciled		04/20/2026	Accounts Payable	JAFFE, SCOT	OPEN CERAMICS THUR MAR 2026	436.80
96082	04/16/2026	Reconciled		04/22/2026	Accounts Payable	JONES, HIROMI	HATHA YOGA/ ROLL STRETCH MAR 2026	1,440.00
96083	04/16/2026	Reconciled		04/23/2026	Accounts Payable	KASSIRER ENTERTAINMENT COMPANY	HASEP RACKET SPORTS S2 2026	1,701.00
96084	04/16/2026	Reconciled		04/27/2026	Accounts Payable	KEL-AIRE	WALL HEATER REPLACEMENT AT PORTOLA CLUBHOUSE	5,600.00

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96085	04/16/2026	Reconciled		04/21/2026	Accounts Payable	KINSEY, KATHRYNE ANN	BRIDGE MARCH 2026	299.40
96086	04/16/2026	Reconciled		04/30/2026	Accounts Payable	LACK, CHRIS	OPEN CERAMICS WED/ INTRO WHEEL MAR 2026	796.80
96087	04/16/2026	Reconciled		04/23/2026	Accounts Payable	MORTON'S URBAN PEST MANAGEMENT	FAIRMONT CLUBHOUSE PEST CONTROL SVS MAR 2026	880.00
96088	04/16/2026	Reconciled		04/23/2026	Accounts Payable	NICHOLS CONSULTING ENGINEERS	2025 SURFACE SEAL REHAB PROJECT 10/25/25-03/23/26	475.00
96089	04/16/2026	Reconciled		04/22/2026	Accounts Payable	RINGCENTRAL, INC.	VOLP PHONE SERVICE FOR CITY STAFFS	2,271.70
96090	04/16/2026	Reconciled		04/21/2026	Accounts Payable	RIVERA, NICOLE	WOMEN'S WORKOUT MAR 2026	1,172.40
96091	04/16/2026	Reconciled		04/21/2026	Accounts Payable	Rogers Stringer & McClelland, Inc.	EL CERRITO LAP POOL RENOVATION PHASE #2 1/1/26-3/31/26	15,152.00
96092	04/16/2026	Reconciled		04/21/2026	Accounts Payable	SHAHKAR, MEHRAN	STRENGTH AND BALANCE MAR 2026	1,794.00
96093	04/16/2026	Open			Accounts Payable	SLIM CHANCE CIRCUS	HASEP CIRCUS S2 2026	2,001.00
96094	04/16/2026	Open			Accounts Payable	Soundwizard Production, LLC	4TH OF JULY STAGE SOUND DOWN PAYMENT	4,922.23
96095	04/16/2026	Reconciled		04/22/2026	Accounts Payable	STERICYCLE, INC.	MEDICAL WASTE APR 2026	922.63
96096	04/16/2026	Reconciled		04/22/2026	Accounts Payable	SUPERION, LLC	ALP & COMM DEV MIGRATION PROJECT	4,680.00
96097	04/16/2026	Reconciled		04/22/2026	Accounts Payable	UNIVERSAL BUILDING SERVICE	BUILDING SUPPLIES	7,853.20
96098	04/16/2026	Reconciled		04/23/2026	Accounts Payable	CALIFORNIA BUILDING STANDARDS COMMISSION	CBSC FEES FY26 Q3	700.20
96099	04/16/2026	Reconciled		04/24/2026	Accounts Payable	CALIFORNIA DEPARTMENT OF CONSERVATION	SMIP FEES FY26 Q3	2,159.61
96100	04/16/2026	Open			Accounts Payable	SALTZMAN , REBECCA	MILEAGE AND MEAL REIMBURSEMENT 2/26/26, 2/27/26 & 3/9/26	40.62
96101	04/16/2026	Reconciled		04/28/2026	Accounts Payable	WADE, THOMAS	FIRE PREVENTION INTERN UNIFORM	39.73
96102	04/16/2026	Reconciled		04/17/2026	Accounts Payable	WYSINGER, CAROLYN	REIMBURSEMENT FOR CAL CITIES POLICY MEETING OC 3/27/26	68.80
96103	04/16/2026	Reconciled		04/22/2026	Accounts Payable	COLLIER, LUCY	REAL PROPERTY TAX REBATE FOR 501 BONNIE DR	2,960.00
96104	04/16/2026	Reconciled		04/21/2026	Accounts Payable	HORAN, KEVIN	REAL PROPERTY TAX REBATE FOR 1240 NORVELL ST	2,000.00
96105	04/16/2026	Reconciled		04/22/2026	Accounts Payable	LEVENBERG, LAURA	REAL PROPERTY TAX REBATE FOR 1006 RICHMOND ST	3,488.00
96106	04/16/2026	Open			Accounts Payable	WELCH, IIANA	REAL PROPERTY TAX REBATE FOR 6719 GLENWOOD WAY	2,470.00
96107	04/16/2026	Reconciled		04/23/2026	Accounts Payable	McCarthy, Pat	FIRE INSPECTION FEE REFUND	302.00
96108	04/16/2026	Reconciled		04/21/2026	Accounts Payable	CALPERS LONG TERM CARE PROGRAM	PER3 - CALPERS Longterm Care Ins	47.96
96109	04/16/2026	Reconciled		04/23/2026	Accounts Payable	HEALTH CARE DENTAL TRUST	DEN1 - Dental 1*	18,842.72
96110	04/16/2026	Reconciled		04/21/2026	Accounts Payable	IAFF LOCAL 1230	DUE4 - UNION LOCAL 1230	5,979.00
96111	04/16/2026	Reconciled		04/21/2026	Accounts Payable	KAISER FOUNDATION HEALTH PLAN	K1 - Kaiser 1*	288,502.78
96112	04/16/2026	Reconciled		04/23/2026	Accounts Payable	LEGALSHIELD	LEGL - PRE-PAID LEGAL SRVC	124.60
96113	04/16/2026	Reconciled		04/21/2026	Accounts Payable	NATIONWIDE TRUST COMPANY, FSB	FHEA - Fire Health Savings Acct	17,650.00
96114	04/16/2026	Reconciled		04/21/2026	Accounts Payable	SEIU LOCAL 1021	COPE - VOLUNTARY COPE DEDUCTION*	1,862.24
96115	04/16/2026	Reconciled		04/21/2026	Accounts Payable	U.S. BANK - INSTITUTIONAL TRUST - W REGION	PAR - PARS - ARS 457*	3,703.90
96116	04/16/2026	Open			Accounts Payable	AT&T CALIFORNIA, AT&T WHOLESALE, AT&T DATACOMM	RELEASE OF BONDS - APR 2026 PART 1	1,871.00
96117	04/16/2026	Reconciled		04/23/2026	Accounts Payable	BETTER ROOTER	RELEASE OF BONDS - APR 2026 PART 1	1,945.00
96118	04/16/2026	Open			Accounts Payable	CABLECOM	RELEASE OF BONDS - APR 2026 PART 1	792.00
96119	04/16/2026	Open			Accounts Payable	CALMO'S PLUMBING & ROOTER	RELEASE OF BONDS - APR 2026 PART 1	1,871.00
96120	04/16/2026	Reconciled		04/29/2026	Accounts Payable	CONSTABLE, MARIANNE	FELDENKRAIS ATM MAR 2026	234.00
96121	04/16/2026	Reconciled		04/22/2026	Accounts Payable	EVEREST PLUMBING & DRAIN	RELEASE OF BONDS - APR 2026 PART 1	9,651.00
96122	04/16/2026	Reconciled		04/22/2026	Accounts Payable	FUJIWARA, PATTY	OPEN CERAMICS MON INTRO MAR 2026	906.00
96123	04/16/2026	Reconciled		04/30/2026	Accounts Payable	HOME HEALING RENOVATIONS INC.	RELEASE OF BONDS - APR 2026 PART 1	847.00
96124	04/16/2026	Reconciled		04/28/2026	Accounts Payable	HOYER-NIELSEN, RENEE	PICKLEBALL MAR 2026	934.80
96125	04/16/2026	Reconciled		04/30/2026	Accounts Payable	JADSON SOUZA DE JESUS	CAPOEIRA JAN- APR 2026	606.60
96126	04/16/2026	Open			Accounts Payable	JOE FARRELL PAVING & GRADING	RELEASE OF BONDS - APR 2026 PART 1	1,871.00
96127	04/16/2026	Reconciled		04/22/2026	Accounts Payable	KENNEDY AND ASSOCIATES	MRP 3.0 COMPLIANCE CONSULTING	1,325.51
96128	04/16/2026	Reconciled		04/28/2026	Accounts Payable	KNORR SYSTEMS, INC.	CHLORINE 4/1/2026	1,547.78
96129	04/16/2026	Reconciled		04/24/2026	Accounts Payable	MCAVOY, IAN	OFF THE BLOCK STEM WINTER 2026	8,016.01
96130	04/16/2026	Reconciled		04/30/2026	Accounts Payable	NORTHERN CALIFORNIA SPELMANSLAG	SCANDINAVIAN FOLK DANCING MAR 2026	100.80
96131	04/16/2026	Reconciled		04/22/2026	Accounts Payable	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES REC 2/16/26	170.12
96132	04/16/2026	Reconciled		04/21/2026	Accounts Payable	PASTIME HARDWARE	TASSAJARA CLUBHOUSE BUILDING SUPPLIES	5.50
96133	04/16/2026	Reconciled		04/24/2026	Accounts Payable	PG&E	FUEL FOR CNG PICKUP TRUCK 03/2026	39.82
96134	04/16/2026	Open			Accounts Payable	PG&E	RELEASE OF BONDS - APR 2026 PART 1	24,923.65
96135	04/16/2026	Reconciled		04/22/2026	Accounts Payable	PLAZA AUTO SERVICE INC	M28 TRUCK ANNUAL SERVICE	129.79
96136	04/16/2026	Reconciled		04/29/2026	Accounts Payable	RAMOS, STEPHANIE, R	ZUMBA MAR 2026	4,178.10
96137	04/16/2026	Reconciled		04/22/2026	Accounts Payable	ROADSAFE TRAFFIC SYSTEMS, INC.	TRAFFIC SIGN + DANGER TAPE + WATER BASE BLUE PAINT	311.53
96138	04/16/2026	Reconciled		04/22/2026	Accounts Payable	RUBICON ENTERPRISES INC	MONTHLY PARK LANDSCAPE MAINT. MAR 2026	14,276.86
96139	04/16/2026	Reconciled		04/21/2026	Accounts Payable	S.P. AUTOMOTIVE	HYDRAULIC + DIESEL EXHAUST + WINDSHIELD FLUIDS	1,395.20
96140	04/16/2026	Open			Accounts Payable	SEWER WORKS, INC	RELEASE OF BONDS - APR 2026 PART 1	1,945.00
96141	04/16/2026	Reconciled		04/21/2026	Accounts Payable	SSD ALARM	COMMUNITY CENTER BURGLAR FIRE ALARM MAY 2026	221.25
96142	04/16/2026	Open			Accounts Payable	STAR ROOTER AND PLUMBING	RELEASE OF BONDS - APR 2026 PART 1	1,871.00

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96143	04/16/2026	Reconciled		04/20/2026	Accounts Payable	TEC OF CALIFORNIA, INC	R5; FLUID LEAK + REGEN ISSUE	477.69
96144	04/16/2026	Reconciled		04/21/2026	Accounts Payable	THE PLUMBING MINISTRY	RELEASE OF BONDS - APR 2026 PART 1	1,871.00
96145	04/16/2026	Reconciled		04/28/2026	Accounts Payable	REGIONAL FARMERS' MARKET ASSOCIATION	CITY OF EL CERRITO OF ARTS & CULTURE COMM MINI GRANT	1,500.00
96146	04/16/2026	Open			Accounts Payable	Blake, Michael	RELEASE OF BONDS - APR 2026 PART 1	792.00
96147	04/16/2026	Reconciled		04/21/2026	Accounts Payable	CALPERS LONG TERM CARE PROGRAM	PER3 - CALPERS Longterm Care Ins	47.96
96148	04/16/2026	Reconciled		04/23/2026	Accounts Payable	EL CERRITO FIRE DEPT MGMT GRP	MGT1 - FIRE DEPT MGMT GROUP	50.00
96149	04/16/2026	Reconciled		04/23/2026	Accounts Payable	EL CERRITO PUBLIC SFTY EE MGMT	MGT2 - SAFETY EMPLOYEE MGMT GROUP	436.00
96150	04/16/2026	Open			Accounts Payable	FIRE ASSOCIATION	DUE2 - FIRE ASSN DUES CK	675.00
96151	04/16/2026	Reconciled		04/22/2026	Accounts Payable	LIFE INSURANCE OF NORTH AMERICA	ACCD - Accidental Death & Dismembermt	52.50
96152	04/16/2026	Reconciled		04/28/2026	Accounts Payable	POLICE ASSN.	DUE1 - POLICE ASSN DUES	3,904.24
96153	04/16/2026	Reconciled		04/30/2026	Accounts Payable	PRO FIREFIGHTERS ASSN DUES	DUE3 - EC PRO FIREFIGHTERS DUES	290.00
96154	04/16/2026	Reconciled		04/21/2026	Accounts Payable	SEIU LOCAL 1021	COPE - VOLUNTARY COPE DEDUCTION*	1,823.91
96155	04/16/2026	Reconciled		04/21/2026	Accounts Payable	U.S. BANK - INSTITUTIONAL TRUST - W REGION	PAR - PARS - ARS 457*	3,339.09
96156	04/17/2026	Reconciled		04/17/2026	Accounts Payable	WYSINGER, CAROLYN	REIMB FOR NLC CONGRESSIONAL CITY SUMMITY 3/14-3/19/26	257.90
96157	04/23/2026	Open			Accounts Payable	24 HOUR FITNESS USA, LLC	GYM MEMBERSHIPS MAR 2026	539.85
96158	04/23/2026	Open			Accounts Payable	ALAMEDA COUNTY FIRE DEPARTMENT	KFD37 REPAIRS FD	58,568.19
96159	04/23/2026	Reconciled		04/29/2026	Accounts Payable	AT&T DW HOLDINGS, INC	CITY HALL MAIN INTERNET LINE 12/15/25-1/14/26	29,809.82
96160	04/23/2026	Reconciled		04/28/2026	Accounts Payable	AVILA PROJECT MANAGEMENT	2025 SURFACE SEAL PROJ - CONSTRUCTION PHASE MAR 2026	63,465.00
96161	04/23/2026	Reconciled		04/30/2026	Accounts Payable	BEND MAILING SERVICES, LLC	MFD COMPOST POSTCARDS	1,876.11
96162	04/23/2026	Open			Accounts Payable	BERKHEIMER LABOR RELATIONS, LLC	MOU AND LABOR CONTRACT 2ND QTR 2026	10,500.00
96163	04/23/2026	Reconciled		04/30/2026	Accounts Payable	BOUNDTREE MEDICAL LLC	MEDICAL SUPPLIES	523.71
96164	04/23/2026	Reconciled		04/30/2026	Accounts Payable	CHILDCARE CAREERS, LLC	MADERA CHILDCARE AIDE	332.00
96165	04/23/2026	Open			Accounts Payable	CINTAS CORPORATION #054 UNIFORMS	CORP YARD UNIFORMS WEEKLY RENTALS	840.56
96166	04/23/2026	Open			Accounts Payable	CITY OF RICHMOND	CAD	72,014.17
96167	04/23/2026	Open			Accounts Payable	COMCAST	COMCAST BUSINESS INTERNET 3/11/26-4/10/26	4,010.15
96168	04/23/2026	Reconciled		04/29/2026	Accounts Payable	CORODATA SHREDDING INC.	SHREDDING SVCS FEB 2026	239.19
96169	04/23/2026	Open			Accounts Payable	CRIME SCENE CLEANERS, INC.	BIOHAZARD REMOVAL PD	260.00
96170	04/23/2026	Open			Accounts Payable	DELL MARKETING L.P.	1 LATOP FOR CITY CLERK	4,040.74
96171	04/23/2026	Reconciled		04/28/2026	Accounts Payable	DIPRIMA, LISA	FASEP APR S2 2026	1,071.00
96172	04/23/2026	Open			Accounts Payable	DON'S TIRE SERVICE, INC.	TIRE REPLACEMENT 4/7/26	187.45
96173	04/23/2026	Reconciled		04/28/2026	Accounts Payable	E&J TRUCK AND EQUIPMENT REPAIR LLC	BACKHOE REPAIR	6,455.59
96174	04/23/2026	Reconciled		04/30/2026	Accounts Payable	EAST BAY BLUE PRINT & SUPPLY CO.	HP PLOTTER LEASE DEC 2025	375.49
96175	04/23/2026	Reconciled		04/30/2026	Accounts Payable	EBMUD	EBMUD 2/5/26-4/7/26	9,413.84
96176	04/23/2026	Open			Accounts Payable	ELWIN SECURITY	DOOR ACCESS CONTROL SYSTEM SUBSCRIPTION	8,771.25
96177	04/23/2026	Reconciled		04/29/2026	Accounts Payable	FORENSIC SERVICES DIVISION	FORENSICS 2/1/26-2/28/26	6,666.09
96178	04/23/2026	Reconciled		04/29/2026	Accounts Payable	General Pacific, Inc.	DRONES	20,698.34
96179	04/23/2026	Reconciled		04/28/2026	Accounts Payable	GRADETECH, INC.	SWIM CENTER PARKING LOT IMPROVEMENTS PROJECT	40,100.01
96180	04/23/2026	Reconciled		04/29/2026	Accounts Payable	GRIFFIN PERFORMANCE JUDO LLC	GRIFFIN PERFORMANCE JUDO JAN-APR 2026	1,820.00
96181	04/23/2026	Reconciled		04/28/2026	Accounts Payable	HANABI JUDO INC.	MASEP JUDO S2 2026	1,701.00
96182	04/23/2026	Open			Accounts Payable	KREISBERG LAW FIRM	LEGAL SERVICES FOR FEB 2026	1,461.50
96183	04/23/2026	Open			Accounts Payable	LEHR UPFITTERS OPCO LLC	2020 FORD NEW POWER TIMER	281.12
96184	04/23/2026	Reconciled		04/29/2026	Accounts Payable	MCAVOY, IAN	OFF THE BLOCK STEM YOUTH SPRING BREAK 2026	2,970.00
96185	04/23/2026	Reconciled		04/29/2026	Accounts Payable	MUNICIPAL POOLING AUTHORITY	GROUP LIFE INSURANCE PAYMENT FOR APR 2026	15,667.48
96186	04/23/2026	Reconciled		04/30/2026	Accounts Payable	NORGE CLEANERS	DRY CLEANING MAR 2026	635.45
96187	04/23/2026	Open			Accounts Payable	ODP BUSINESS SOLUTIONS, LLC	SUPPLIES FOR PD	251.93
96188	04/23/2026	Reconciled		04/30/2026	Accounts Payable	PASTIME HARDWARE	BUILDING REPAIR SUPPLIES	29.18
96189	04/23/2026	Reconciled		04/30/2026	Accounts Payable	PICTURE PERFECT POOL SERVICES, INC.	ACTIVITY POOL PUMP	41,825.15
96190	04/23/2026	Reconciled		04/30/2026	Accounts Payable	REDWOOD PUBLIC LAW, LLP	COMMUNITY DEV (LABOR) 3/5/26-3/31/26	39,728.07
96191	04/23/2026	Reconciled		04/29/2026	Accounts Payable	REEVES, KATY	MIXED MEDIA ARTS FASEP ART 1/26/26-3/30/26	2,006.40
96192	04/23/2026	Open			Accounts Payable	REPUBLIC SERVICES, INC.	CURBSIDE RECYCL PROCESSING MAR 2026	50,954.34
96193	04/23/2026	Reconciled		04/30/2026	Accounts Payable	REX KEY & SECURITY	REPAIR CYLINDER	365.17
96194	04/23/2026	Open			Accounts Payable	RICOH USA, INC	LEASE PAYMENT APR 2026	1,524.76
96195	04/23/2026	Reconciled		04/29/2026	Accounts Payable	RINGCENTRAL, INC.	VOLP PHONE SERVICE FOR CITY STAFFS	2,283.21
96196	04/23/2026	Reconciled		04/29/2026	Accounts Payable	RUBICON ENTERPRISES INC	MONTHLY PARK LANDSCAPE MAINT. OGW & STREETSCAPES MAR 2026	26,388.50
96197	04/23/2026	Reconciled		04/28/2026	Accounts Payable	SHABABO, TRACEY, ELISE	ASEP + YOUTH SEWING AND TEXTILE ARTS WINTER 2026	2,191.20
96198	04/23/2026	Open			Accounts Payable	SPEAKWRITE LLC	TRANSCRIPTION	48.96
96199	04/23/2026	Reconciled		04/28/2026	Accounts Payable	SSD ALARM	CANYON TRAIL ALARM SERVICE MARCH 2026	2,392.41
96200	04/23/2026	Reconciled		04/28/2026	Accounts Payable	SSP DATA PRODUCTS	FIRE STATION 55 MERAKI + PAN FIREWALL	562.50

City of El Cerrito
Payment Register

From Payment Date: 4/1/2026 - To Payment Date: 4/30/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
96201	04/23/2026	Reconciled		04/29/2026	Accounts Payable	ST. FRANCIS ELECTRIC	TS & SL MAINTENANCE & RESPONSE MAR 2026	11,569.31
96202	04/23/2026	Reconciled		04/30/2026	Accounts Payable	STERICYCLE, INC.	WASTE DISPOSAL PD	90.17
96203	04/23/2026	Open			Accounts Payable	SUPER SOCCER STARS	SATURDAY YOUTH SOCCER WINTER 2026	852.60
96204	04/23/2026	Reconciled		04/30/2026	Accounts Payable	SUPERION, LLC	CS COMMUNITY DEV LICENSING 9/29/25-11/1/25	792.04
96205	04/23/2026	Open			Accounts Payable	SWRCB	ANNUAL PERMIT 4/1/26-3/31/27	1,723.00
96206	04/23/2026	Reconciled		04/30/2026	Accounts Payable	TALENTNOOK INC.	ASEP TALENTNOOK SPRING 2026	11,028.60
96207	04/23/2026	Reconciled		04/28/2026	Accounts Payable	Technica Auto, Inc.	2022 FORD REPLACEMENT SEATBELT	996.05
96208	04/23/2026	Reconciled		04/30/2026	Accounts Payable	THEIS ENGINEERING & ASSOCIATES	Del Norte TOD Complete Streets FEB 2026	7,500.00
96209	04/23/2026	Reconciled		04/30/2026	Accounts Payable	VERIZON WIRELESS	WIRELESS PHONE BILL 1/20/26-2/19/26	5,454.31
96210	04/23/2026	Open			Accounts Payable	W-TRANS INC	ENGINEERING AND TRAFFIC SURVEY FEB 2026	3,683.25
96211	04/23/2026	Reconciled		04/30/2026	Accounts Payable	WILLIAMS, LEWIS	MADERA DRAMA CLUB 1/13/26-4/3/26	4,197.60
96212	04/23/2026	Reconciled		04/30/2026	Accounts Payable	ZHIVOTOVSKAIA, IRINA	POINTED PEN CALLIGRAPHY MAR 2026	180.00
96213	04/23/2026	Reconciled		04/29/2026	Accounts Payable	OLIVIERI, MICHAEL	POST SUPERVISOR COURSE DUBLIN MAR 30-APR 10 2026	160.00
96214	04/30/2026	Open			Accounts Payable	4LEAF, INC.	PROFESSIONAL SVCS 3/1-3/31/26	1,000.00
96215	04/30/2026	Open			Accounts Payable	AIR EXCHANGE, INC.	MAINTENANCE FOR FD	3,840.60
96216	04/30/2026	Open			Accounts Payable	BADGE FRAME, INC.	NAME INSERT FOR DOOR FD	45.00
96217	04/30/2026	Open			Accounts Payable	CALIFORNIA SCHOOL-AGE CONSORTIUM	2025-26 CHILDCARE PD TRAININGS	3,750.00
96218	04/30/2026	Open			Accounts Payable	CCCSO LAW ENFORCEMENT TRAINING	EVOC TRAINING MAR 3 2026	726.00
96219	04/30/2026	Open			Accounts Payable	CHALLENGE ISLAND BAY AREA	CHALLENGE ISLAND HASEP/MASEP SESSION 2 2026	3,472.00
96220	04/30/2026	Open			Accounts Payable	CHILDCARE CAREERS, LLC	FAIRMONT CHILDCARE AIDE	468.00
96221	04/30/2026	Open			Accounts Payable	CITYGATE ASSOCIATES, LLC	SERVICE DELIVERY STUDY DEVELOPMENT MAR 2026	5,271.84
96222	04/30/2026	Open			Accounts Payable	CLEARVIEW AI, INC	FAICAL RECOGNITION SOFTWARE	11,250.00
96223	04/30/2026	Open			Accounts Payable	CONTRA COSTA FAMILY JUSTICE ALLIANCE	FAMILY JUSTICE CENTER CONTRIBUTION	385.58
96224	04/30/2026	Open			Accounts Payable	COUNTY TREASURER	ANIMALCONTROL SERVICES 4/1/26-6/30/26	79,972.00
96225	04/30/2026	Open			Accounts Payable	EHSD-CC SENIOR NUTRITION	CAFE COSTA CONTRIBUTION REIMBURSEMENT MAR 2026	515.00
96226	04/30/2026	Open			Accounts Payable	ERGONOMIC SEATING & PRODUCTS INC.	CHAIR REPAIR AND NEW CYLINDER FOR FD	255.89
96227	04/30/2026	Open			Accounts Payable	FAILSAFE TESTING LLC	GROUND LADDER TESTING	2,326.70
96228	04/30/2026	Open			Accounts Payable	FOLGERGRAPHICS, INC.	CITYWIDE NEWSLETTER	6,701.21
96229	04/30/2026	Open			Accounts Payable	HDL COREN & CONE	PROPERTY TAX SERVICES MAR 2026	28.70
96230	04/30/2026	Open			Accounts Payable	HILLTOP FORD KIA	DOOR STRAP ASSEMBLY	238.50
96231	04/30/2026	Open			Accounts Payable	HONEY BUCKET	PD PORTA POTTY SERVICE 4/2/26	60.00
96232	04/30/2026	Open			Accounts Payable	IRON MOUNTAIN	OFF-SITE RECORDS STORAGE AND SERVICES 2/25/26-3/24/26	700.46
96233	04/30/2026	Open			Accounts Payable	KNORR SYSTEMS, INC.	CHLORINE 10/22/25	2,583.86
96234	04/30/2026	Open			Accounts Payable	L.N. CURTIS & SONS	UNIFORM FOR FD	1,184.86
96235	04/30/2026	Open			Accounts Payable	LEHR UPFITTERS OPCO LLC	NEW CIRCUIT BREAKER 3/17/26	58.35
96236	04/30/2026	Open			Accounts Payable	LEXIPOL LLC	SHIELD SUITES SUBSCRIPTION	7,235.26
96237	04/30/2026	Open			Accounts Payable	MED-TECH RESOURCE LLC	PPE GLOVES 3/26/26	329.05
96238	04/30/2026	Open			Accounts Payable	MUNICIPAL POOLING AUTHORITY	DOT TESTING PROGRAM 1/16-3/26	107.43
96239	04/30/2026	Open			Accounts Payable	ODP BUSINESS SOLUTIONS, LLC	SUPPLIES FOR PD	570.37
96240	04/30/2026	Open			Accounts Payable	PASTIME HARDWARE	SUPPLIES FOR PD	11.01
96241	04/30/2026	Open			Accounts Payable	PLAZA AUTO SERVICE INC	SHORTPAID INVOICE #000065725 BY \$400 ON 4.16.26	463.08
96242	04/30/2026	Open			Accounts Payable	PREFERRED ALLIANCE, INC.	PRE-EMPLOYMENT DRUG SCREENING MAR 2026	60.00
96243	04/30/2026	Open			Accounts Payable	R&S ERECTION OF RICHMOND	DOOR REPAIR @ STATION 52	680.38
96244	04/30/2026	Open			Accounts Payable	SIMSUSHARE	SIMULATION TRAINING SUBSCRIPTION	1,375.00
96245	04/30/2026	Open			Accounts Payable	STATE OF CA DEPT OF JUSTICE	FINGERPRINTING MAR 2026	1,108.00
96246	04/30/2026	Open			Accounts Payable	Technica Auto, Inc.	2023 FORD OIL CHANGE + FILTERS + DOOR STRAP INSTALL	1,549.36
96247	04/30/2026	Open			Accounts Payable	THE ED JONES COMPANY	AWARDS 4/16/26	424.82
96248	04/30/2026	Open			Accounts Payable	CHOUDJA, PATRICK	LUNCH - CRISIS INTERVENTION TRAINING IN PITTSBURG 4/16/26	8.00
96249	04/30/2026	Open			Accounts Payable	MOTOYAMA, LISA	CALCITIES POLICY MEETING REV & TAX ON 3/26/26	413.46
96250	04/30/2026	Open			Accounts Payable	RATLIFF, WILLIAM	FIRELINE MEDIC COURSE TRAINING MAR 23-24 2026	200.00
96251	04/30/2026	Open			Accounts Payable	REYNOLDS, RYAN	LUNCH - CRITICAL INCIDENT STREE MNGMT TRAINING 02/23-02/26/26	32.00
96252	04/30/2026	Open			Accounts Payable	TORRES, ALLISON	REFUND FOR LOW ENROLLMENT CANCELLATION REC	88.00
96253	04/30/2026	Open			Accounts Payable	RALSTON DESIGN BUILD	REFUND OF APPLICATION FEE FOR PERMIT PL26-0029	1,292.00
Type Check Totals:					283			\$ 2,891,919.88
EFT								
3703	04/03/2026	Reconciled		04/30/2026	Accounts Payable	California State Disbursement Unit	Payroll Deduction	\$ 2,301.69
3704	04/03/2026	Reconciled		04/30/2026	Accounts Payable	EDD - PAYROLL TAX DEPOSIT	CA - CA Tax	45,416.63
3705	04/03/2026	Reconciled		04/30/2026	Accounts Payable	IRS	FED - Fed Tax*	183,581.10

City of El Cerrito
Payment Register

From Payment Date: 4/1/2026 - To Payment Date: 4/30/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Description	Transaction Amount
3706	04/03/2026	Reconciled		04/30/2026	Accounts Payable	MissionSquare (name chg 03-2021 formerly ICMA)	ICM1 - ICMA-457 #300530 FLAT DOLLAR*	71,697.26
3707	04/03/2026	Reconciled		04/30/2026	Accounts Payable	P E R S	PE1% - PERS SEIU*	216,248.85
3708	04/17/2026	Reconciled		04/30/2026	Accounts Payable	California State Disbursement Unit	Payroll Deduction	2,301.69
3709	04/17/2026	Reconciled		04/30/2026	Accounts Payable	EDD - PAYROLL TAX DEPOSIT	CA - CA Tax	42,813.04
3710	04/17/2026	Reconciled		04/30/2026	Accounts Payable	IRS	FED - Fed Tax*	175,756.33
3711	04/17/2026	Reconciled		04/30/2026	Accounts Payable	MissionSquare (name chg 03-2021 formerly ICMA)	ICM1 - ICMA-457 #300530 FLAT DOLLAR*	68,266.52
3712	04/17/2026	Reconciled		04/30/2026	Accounts Payable	P E R S	PE CM PEPRA - PERS CM PEPRA*	218,054.21
3713	04/17/2026	Reconciled		04/30/2026	Accounts Payable	IRS	FED - Fed Tax*	173.19
3714	04/27/2026	Reconciled		04/30/2026	Accounts Payable	U.S. BANK	2017 REVENUE BOND DEBT SVC MAY 2026	556,394.29
3715	04/27/2026	Reconciled		04/30/2026	Accounts Payable	SUTTER HEALTH PLUS	SUTTER HEALTH PLAN - MAY 2026 PAYMENT	33,185.50
3716	04/07/2026	Reconciled		04/30/2026	Accounts Payable	CALIFORNIA DEPT OF TAX & FEE ADMIN (CDTFA)	REC DEPT SALES & USE TAX Q1 2026	255.00
3717	04/07/2026	Reconciled		04/30/2026	Accounts Payable	PITNEY BOWES PURCHASE POWER	PURCHASE POWER PASTAGE CL PYMT MAR 2026	1,005.00
3718	04/27/2026	Reconciled		04/30/2026	Accounts Payable	PG&E	PG&E 03/03/26-04/01/26	23,216.35
3719	04/27/2026	Reconciled		04/30/2026	Accounts Payable	PG&E	PG&E 3/1/26-3/31/26	26,418.13
3720	04/28/2026	Reconciled		04/30/2026	Accounts Payable	PG&E	PGE 3/10/26-4/7/26	65.15
3721	04/28/2026	Reconciled		04/30/2026	Accounts Payable	U.S. BANK - CORPORATE PAYMENT SYS	CALCARD APR 2026 PAYMENT	45,293.48
3722	04/28/2026	Reconciled		04/30/2026	Accounts Payable	STRYKER CORPORATION	STRYKER EQUIPMENT/ SVC LEASE AGRMNT APR 2026	6,308.59
3729	04/30/2026	Reconciled		04/30/2026	Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - MAR2026	945.94
3730	04/30/2026	Reconciled		04/30/2026	Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - MAR2026	57.05
3731	04/30/2026	Reconciled		04/30/2026	Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - MAR2026	528.02
3732	04/30/2026	Reconciled		04/30/2026	Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - MAR2026	160.65
3733	04/30/2026	Reconciled		04/30/2026	Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - MAR2026	288.21
3734	04/30/2026	Reconciled		04/30/2026	Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - MAR2026	38.37
3735	04/30/2026	Reconciled		04/30/2026	Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - MAR2026	38.40
3736	04/30/2026	Reconciled		04/30/2026	Accounts Payable	FIRST DATA MERCHANT SERVICES INC	MERCHANT FEE EXPENSE - MAR2026	38.38
3737	04/30/2026	Reconciled		04/30/2026	Accounts Payable	AMEX/AMERICAN EXPRESS	MERCHANT FEE EXPENSE - MAR2026	52.27
3738	04/30/2026	Reconciled		04/30/2026	Accounts Payable	CLOVER	MERCHANT FEE EXPENSE - MAR2026	23.90
3739	04/30/2026	Reconciled		04/30/2026	Accounts Payable	AUTHORIZE.NET	MERCHANT FEE EXPENSE - MAR2026	34.00
3740	04/30/2026	Reconciled		04/30/2026	Accounts Payable	AUTHORIZE.NET	MERCHANT FEE EXPENSE - MAR2026	20.00
3741	04/30/2026	Reconciled		04/30/2026	Accounts Payable	CARDCONNECT	MERCHANT FEE EXPENSE - MAR2026	7,238.15
3742	04/30/2026	Reconciled		04/30/2026	Accounts Payable	CARDCONNECT	MERCHANT FEE EXPENSE - MAR2026	1,729.72
3743	04/30/2026	Reconciled		04/30/2026	Accounts Payable	CARDCONNECT	MERCHANT FEE EXPENSE - MAR2026	7,723.94
3744	04/30/2026	Reconciled		04/30/2026	Accounts Payable	MECHANICS BANK	MERCHANT FEE EXPENSE - MAR2026	743.38
Type EFT Totals:					36			\$1,738,412.38

ACCOUNTS PAYABLE

All	Status	Count	Transaction Amount
	Open	95	\$ 454,931.05
	Reconciled	224	4,175,401.21
	Voided	0	-
	Stopped	0	-
	Total	319	\$ 4,630,332.26

PAYROLL

All	Status	Count	Transaction Amount
	Open	605	\$ 1,199,708.15
	Reconciled	0	-
	Voided	1	27.70
	Stopped	0	-
	Total	606	\$ 1,199,735.85

GRAND TOTAL

All	Status	Count	Transaction Amount
	Open	700	\$ 1,654,639.20
	Reconciled	224	4,175,401.21
	Voided	1	27.70
	Stopped	0	-
	Total	925	\$ 5,830,068.11



Date: May 19, 2026
To: El Cerrito City Council
From: Financial Advisory Board
Subject: Receive and file Financial Advisory Board Recommendation(s)

ACTION PROPOSED

Receive and file a recommendation from the Financial Advisory Board.

POLICY

Pursuant to City Council [Resolution 2024-16](#), Section 4, Advisory Body Recommendations shall be provided to the City Council on the consent calendar as a “receive and file” and if a member of the City Council wishes to further discuss any recommendation received, it may be requested as an agenda item at a future meeting.

RECOMMENDATION

On May 7, 2026 the Financial Advisory Board voted on the following recommendation(s) to City Council:

1. Motion to recommend that the City Council adopt a budget that continues to fund internal service funds and such that the City does not drop below 26% of total reserves in any of the projected fiscal years.

Moved/Second: Vice Chair McDougall/Chair Carvel. **Ayes:** Chair Carvel; Vice Chair McDougall; Member Szlatenyi. **Noes:** Members White and Van Zerber. **Absent:** Youth Member Watson-Lamprey Singer.

2. Motion to recommend that the City Council direct staff to fund internal service funds with at least the amounts in the proposed Scenarios C and D (approximately \$890,000).

Moved/Second: Vice Chair McDougall/Member Szlateni. **Ayes:** Chair Carvel; Vice Chair McDougall; Members Szlatenyi, White and Van Zerber. **Noes:** None. **Absent:** Youth Member Watson-Lamprey Singer.

ASSOCIATED WORKPLAN GOAL(S)/AREA(S) OF RESPONSIBILITY

1. [Work Plan Goals](#)
2. [El Cerrito Municipal Code 2.04.300 Financial Advisory Board](#)

There shall be a financial advisory board consisting of five members who reside in the city and have demonstrated expertise in financial management, accounting, fiscal analysis, computer applications, economic analysis or related skills. The financial advisory board shall have the powers and duties stated below, and such other duties and the council shall decide:

1. To conduct a review and make recommendations on the proposed annual budget and long-term financial plan for the city and all component units to assist the city council in making decisions on major expenditures and revenue sources, and to include a review of city council compensation consistent with county-wide recommendations included in Contra Costa Grand Jury Report No. 1104.



AGENDA BILL

Agenda Item No. 7.D.

Date: May 19, 2026
To: El Cerrito City Council
From: Christina Leard, Acting Senior Management Analyst and Yvetteh Ortiz,
Public Works Director/City Engineer, Public Works Department
Subject: Amended and Restated Contra Costa Clean Water Program Agreement

ACTION PROPOSED

Adopt a resolution approving the City's continued participation in the Contra Costa Clean Water Program for implementation of the Municipal Regional National Pollutant Discharge Elimination System (NPDES) Permit and authorizing the City Manager to execute the Amended and Restated Contra Costa Clean Water Program (CCCWP) Agreement effective July 1, 2026.

BACKGROUND AND ANALYSIS

The City of El Cerrito operates a municipal separate storm sewer system (MS4) that collects and conveys stormwater from City streets to local creeks and waterways. 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 1991, Contra Costa County Permittees entered into an agreement to participate in the preparation of a Joint MS4 NPDES Permit application to minimize the cost to all parties. This cooperative arrangement has evolved and matured over the past 35 years and is now known as the Contra Costa Clean Water Program (CCCWP).

The CCCWP is comprised of Contra Costa County, its 19 incorporated cities and towns, and the County Flood Control and Water Conservation District. The CCCWP coordinates regional compliance and collaborates on programmatic components of the MRP. Working with the member jurisdictions, the CCCWP 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 CCCWP coordinates many compliance activities as a region that would otherwise be challenging for member jurisdictions to implement on their own.

The Parties to the Agreement—the Contra Costa County Flood Control and Water Conservation District and 19 incorporated cities and towns—are joint permittees under the Municipal Regional Stormwater NPDES Permit (No. CAS612008), which requires countywide coordination for stormwater compliance. The current joint program agreement for 2010 through 2025, approved by the City Council in July 2010 ([Resolution 2010-42](#)) has expired and is being replaced with a new, amended and restated Agreement effective July 1, 2026 through June 30, 2041.

Due to the expiration of the prior agreement, CCCWP has continued operating on a month-to-month basis, maintaining existing provisions and program responsibilities to ensure ongoing compliance with the MRP until a new long-term agreement is approved.

Over the years, the CCCWP Agreement has been periodically updated to reflect evolving regulatory requirements. Since January 2025, the CCCWP Management Committee has been developing an amended and restated agreement that introduces significant updates to administrative processes, committee structures, and compliance frameworks. Additionally, the amended and restated agreement for July 1, 2026 through June 30, 2041 outlines long-term obligations, cost-sharing formulas, and governance provisions for all co-permittees.

Key updates in the draft renewal include:

- **Administrative and Contracting Updates:** Aligning contracting processes with Contra Costa County procurement standards and clarifying indemnification provisions.
- **Committee Structure:** Introducing tiered participation based on population size and formalizing roles for subcommittees such as Monitoring, Development, Public Information, and Regional Alternative Compliance (RAC).
- **Termination and Continuity:** Revised withdrawal procedures and a provision allowing the expired agreement to remain in effect until renewal is executed, ensuring uninterrupted compliance.
- **Program Staffing Flexibility:** Options for staff augmentation to minimize operational disruptions.
- **Cost Allocation:** Future program costs will be apportioned based on population using a standardized formula.

The proposed updates are not anticipated to result in significant changes to City staff participation or overall program costs. The City of El Cerrito will continue to be classified as a small municipality under the Program's tiered participation structure, provided the City's population remains below 30,000. As a result, the City's level of representation, participation requirements, and relative cost responsibilities are expected to remain generally consistent with current practices.

STRATEGIC PLAN CONSIDERATIONS

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

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

ENVIRONMENTAL CONSIDERATIONS

The proposed action will not result in a project as defined by the California Environmental Quality Act (CEQA). No further environmental review is needed.

FINANCIAL CONSIDERATIONS

There is no immediate fiscal impact. Future costs will be allocated proportionally based on population as outlined in the Agreement's cost-sharing formula and are included in the City's Fiscal Year (FY) 2026-27 and FY 2027-28 budget projections under the National Pollutant Discharge Elimination Fund (Fund 202). Stormwater Utility Assessments (SUA) will continue to offset program costs for participating agencies, although, due to increasing costs associated with inflation and expanding permit requirements, a greater share of available funding will be needed to support regional program efforts, which will reduce the amount of funding returned directly to the City through return-to-source allocations as reported in the [March 17, 2026 Agenda Bill](#) regarding the establishment on the annual SUA levies. Continued participation in the CCCWP will keep the City of El Cerrito's cost of NPDES compliance significantly lower than it would be if the City were to implement stormwater requirements on its own. Program staff's work to coordinate compliance with many MRP requirements makes it possible for City staff to successfully implement the City's individual responsibilities under the MRP more cost effectively than would otherwise be possible.

LEGAL CONSIDERATIONS

The City Attorney has reviewed the proposed action and agreement amendment and found that legal considerations have been addressed.

Reviewed by:



Alexandra Orologas, Assistant City Manager

Attachments:

1. Resolution
2. Clean Water Program Agreement (Redline)

RESOLUTION 2026-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO TO APPROVE AN AMENDED AND RESTATED CONTRA COSTA CLEAN WATER PROGRAM AGREEMENT EFFECTIVE JULY 1 2026 THROUGH JUNE 30, 2041

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, the Municipal Regional Stormwater NPDES Permit No. CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board (“Municipal Regional Permit”), requires the City of El Cerrito, as a permittee, to implement best management practices and other control measures in order to control the discharge of pollutants through its municipal stormwater system; and

WHEREAS, the cities of Antioch, Brentwood, Clayton, Concord, El Cerrito, Hercules, Lafayette, Martinez, Oakley, Orinda, Pinole, Pittsburg, Pleasant Hill, Richmond, San Pablo, San Ramon, and Walnut Creek; the towns of Danville and Moraga; and the County of Contra Costa and Contra Costa County Flood Control and Water Conservation District (“Co-Permittees”) are joint permittees under the Municipal Regional Permit; and

WHEREAS, the Co-Permittees have historically been parties to a joint program agreement to establish the “Contra Costa Clean Water Program” for the purpose of administering joint obligations under the Municipal Regional Permit on behalf of the Co-Permittees; and

WHEREAS, the Co-Permittees desire to extend the joint program agreement by entering into an amended and restated agreement effective July 1, 2026 through June 30, 2041; and

WHEREAS, the City of El Cerrito desires to remain a party to the Contra Costa Clean Water Program by entering into the amended and restated joint program agreement.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of El Cerrito that it hereby approves the City’s continued participation in the Contra Costa Clean Water Program for implementation of the Municipal Regional Permit.

BE IT FURTHER RESOLVED that the Amended and Restated Contra Costa Clean Water Program Agreement, effective July 1, 2026 through June 30, 2041, attached hereto as Exhibit “A” is hereby approved.

BE IT FURTHER RESOLVED, that the City Manager is authorized to execute the Agreement on behalf of the City of El Cerrito.

BE IT FURTHER RESOLVED, that the City Manager is authorized to execute additional minor amendments to the agreement and to take other actions necessary to implement the agreement, that do not substantively alter the City's obligations and subject to review and approval of the City Attorney.

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

I CERTIFY that at a regular meeting on May 19, 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:

Gabe Quinto, Mayor

**AMENDED AND RESTATED
CONTRA COSTA CLEAN WATER
PROGRAM AGREEMENT
(July 1, 2026 – June 30, 2041)**

**Amended and Restated Contra Costa Clean Water
Program Agreement between
The Contra Costa County Flood Control
and Water Conservation District
and
Agencies Named Below**

THIS AMENDED AND RESTATED AGREEMENT (“Agreement”) is jointly entered into by the Contra Costa County Flood Control and Water Conservation District (“District”); the cities of Antioch, Brentwood, Clayton, Concord, El Cerrito, Hercules, Lafayette, Martinez, Oakley, Orinda, Pinole, Pittsburg, Pleasant Hill, Richmond, San Pablo, San Ramon, and Walnut Creek; the towns of Danville and Moraga; and, the County of Contra Costa (collectively, the “Parties” and individually each a “Party”; the Parties are sometimes referred to herein as "Co-Permittees" or individually as “Co-Permittee”, and sometimes as “Agencies" or individually as “Agency”). This Agreement is entered into as of July 1, 2026 (“Effective Date”).

RECITALS

A. The Parties are joint permittees under the Municipal Regional Stormwater National Pollutant Discharge Elimination System ("NPDES") Permit issued by the San Francisco Bay Regional Water Quality Control Board. NPDES Permit No. CAS612008 or an equivalent regional stormwater NPDES permit issued to the Parties is collectively referred to herein as the “Municipal Regional NPDES Permit.” Under current law, each issuance of the Regional Municipal NPDES Permit is expected to expire five years from its effective date, but may be amended, revoked, or reissued before the expiration date, or administratively extended beyond the expiration date pending reissuance.

B. The cities, towns and County have previously entered into joint program agreements with the District. As set forth more particularly in Section B below, the Parties wish to extend the joint agreement until terminated by the written agreement of all Co-Permittees then Parties to this Agreement. The purpose of this Agreement is to amend and extend the prior agreement on the terms set forth herein.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Program Activities.

In accordance with the management and organizational structure set forth herein, the Contra Costa Clean Water Program (“Program”) shall administer the joint obligations under the Regional Municipal NPDES Permit on behalf of the Parties and implement the activities jointly carried out pursuant to this Agreement by the Parties including, but not limited to, the following

activities:

1. Provide the necessary administrative, technical, and clerical resources to implement all Program activities directed by the Management Committee in order to implement the Municipal Regional NPDES Permit. By way of example, this includes the development of an old industrial control measure plan pursuant to Provision C.11.c of the current Municipal Regional NPDES Permit. Administrative activities may include attending all Management Committee and sub-committee meetings, and preparing committee staff reports, minutes and/or summaries of committee actions.

2. Administer all consulting services contracts (technical, legal, public relations and associated services) including the coordination, invoicing, and monitoring of all such activities.

3. Represent the Program at federal, state, regional and local governmental, civic, professional, and political organizations and agencies.

4. Coordinate the yearly compilation of the Program's (Group Program) Annual Reports for submittal to the appropriate Regional Water Quality Control Boards, but not the individual agencies' annual reports under the Municipal Regional NPDES Permit. However, the Program will develop Municipal Regional NPDES Permit compliance plans for individual agencies.

5. Conduct monitoring activities, which may include the permitting, environmental review of, purchase, installation and testing of equipment at designated sites.

6. Ensure all regulatory fees and assessments collected by the Agencies and necessary to obtain and implement the Municipal Regional NPDES Permit are lawful, appropriate and, if so, paid.

7. Ensure adequate information is available to all Co-Permittees for implementation of a comprehensive stormwater management ordinance and its regulations in compliance with the Municipal Regional NPDES Permit.

8. Implement a comprehensive public information/participation program on behalf of all Co-Permittees. The Program will be responsible for developing independently or in cooperation with the Bay Area Municipal Stormwater Collaborative ("BAMSC") original public information materials; and, Co-Permittees shall be responsible for reproducing and distributing these materials.

9. As part of the Program's annual budgeting process, the Management Committee may fund the Program's participation in special studies determined by the Program, the Regional Water Quality Control Boards, BAMSC, California Stormwater Quality Association (CASQA), if any, or other appropriate entities. Such participation may include funding or in-kind

services, such as Program representation on BAMSC as determined by the Management Committee.

10. Ensure adequate information is available for Co-Permittees to implement a comprehensive program for field inspection and investigation activities for unauthorized connections and illegal dumping.

11. Ensure adequate information is available for Co-Permittees to implement source controls, site design measures, and stormwater treatment and runoff control measures on new development and redevelopment projects, and to ensure ongoing operation and maintenance of post-construction stormwater management facilities.

12. Ensure adequate information is available for Co-Permittees to mitigate impacts to stormwater quality resulting from construction activities specifically focusing on proper site management; erosion control; sediment control; run-on and runoff control; non-stormwater management control; and, proper operation and maintenance of such construction site control best management practices (“BMPs”).

13. Expend funds collected by assessments for the District’s Stormwater Utility Areas Nos. 1 through 18 (“SUA”) and other sources in accordance with applicable law and regulations and the Program’s annual budget, as adopted by the Management Committee.

B. Termination.

This Agreement will remain in effect until terminated by the written agreement of all Co-Permittees then parties to this Agreement. Should any individual Co-Permittee desire to withdraw from the Program and terminate its obligations under this Agreement at any time, the following conditions must be met:

1. The Co-Permittee shall provide written notice to the Program Manager (as defined below) and Management Committee chairperson and vice chairperson of its intention to withdraw from the Program by no later than 5:00 p.m., of the December 31 immediately preceding the commencement of the following fiscal year (July 1 - June 30) before which it is seeking to terminate its obligations under this Agreement. To ensure an orderly transition, the withdrawing Co-Permittee shall also obtain written confirmation from the Regional Water Quality Control Board Executive Officer that such Co-Permittee has obtained or will obtain coverage under an NPDES Permit for its municipal stormwater discharges. A copy of the Executive Officer’s written confirmation shall be provided to the Management Committee chairperson and vice chairperson along with the notice of withdrawal.

2. The Co-Permittee shall be committed to fulfill all of its financial obligations outlined in this Agreement through the end of the fiscal year (June 30) in which it submits its notice of withdrawal. Termination shall be effective as of 11:59 p.m. on June 30 of that fiscal year.

3. The Co-Permittee shall also fulfill all of its individual obligations for projects, studies, and other programs and activities undertaken on behalf of the Program or BAMSC through the duration of any such projects, studies, programs, and activities. The terminating Co-Permittee's obligations under this Section B.3. shall survive termination as to that Co-Permittee until the terminating Co-Permittee's obligations under this Section are fully satisfied.

4. In the event that a Co-Permittee does not fully fund its obligations under this Agreement from its SUA assessments or appropriate sufficient funds for any fiscal year beyond the 2025-2026 fiscal year, this Agreement shall cover payment for the Co-Permittee's financial obligations only to the conclusion of the last fiscal year in which the Co-Permittee appropriates sufficient funds. Thereafter, such Co-Permittee's financial obligations shall be automatically suspended, and the Co-Permittee shall receive no benefit arising out of this Agreement, until the Co-Permittee appropriates sufficient funding to meet its financial obligations in such fiscal year(s).

C. Management Committee.

1. The Management Committee ("MC") is the Program's decision-making body. It shall be responsible for setting policies, providing directions, approving contracts and agreements, approving group submittals to the Regional Water Quality Control Boards, authorizing expenditures, and advising on staffing in accordance with Section J below. Within five years following the effective date, and every five years thereafter, the Management Committee shall perform an evaluation of the Program and deliver a report to the Co-Permittees that includes the Management Committee findings.

2. Each Co-Permittee's manager (i.e., city or town manager or county administrator) shall designate in writing and submit to the Program Manager, and chairperson or vice chairperson of the Management Committee, the Management Committee representative and alternate(s) for their jurisdiction. The designated Management Committee representative and alternate(s) may be identified by job classifications or as named individuals. The Co-Permittee's manager shall designate at least one (1) Management Committee representative and no less than two (2) alternate Management Committee representatives. The Management Committee representative or, in the absence of the representative, one alternative Management Committee representative, shall vote on behalf of their Agency at all Management Committee meetings. Each Co-Permittee shall have only one vote on the Management Committee, even if both the designated representative and an alternate(s) attend the same meeting. The voting decisions of the Management Committee representatives shall be binding upon their Agency, provided they are consistent with the delegations of authority contained in this agreement.

3. A Management Committee representative shall be an individual responsible for supervising or administering the stormwater management program for their appointing Agency. An alternate should, but need not, meet the foregoing criteria.

4. A Management Committee representative's term shall continue for the entire term of the Agreement unless changed by the Co-Permittee's manager by providing written notification to the Program Manager.

5. Any decision made by the Management Committee shall be binding upon all Co-Permittees, provided it is consistent with the delegations of authority in this Agreement. Except to the extent expressly set forth in this Agreement, nothing in this Agreement delegates legislative authority of any Agency or the discretion vested in each Agency's governing body. If the Management Committee acts in a manner inconsistent with the authority delegated by this Agreement, any such action shall not be binding upon any Agency unless approved or ratified by that Agency's governing body. This Agreement does not create a joint exercise of powers agency separate from the agencies, and the Contra Costa Clean Water Program is not a legal person that can enter into contracts or sue and be sued.

6. The Management Committee chairperson and vice chairperson shall be selected by a majority vote of the Management Committee members at each May Management Committee meeting and shall hold those offices beginning July 1 and ending June 30 of the following fiscal year.

D. Sub-committee Structures.

The following Program sub-committees are hereby established:

1. Administrative Committee ("AC") is a sub-committee responsible for administration, strategic planning, personnel, budget recommendations and conflict resolution.

2. Monitoring Committee ("MonCom") is a sub-committee responsible for water quality monitoring activities and coordination of associated special studies/projects. MonCom is responsible for overseeing the preparation of guidance on TMDL pollutant control programs, stormwater quality management programs, and for reviewing, researching, and making recommendations to the Management Committee on matters related to pollutant control and load-reduction planning, tracking, and reporting.

3. Development Committee ("DC") is a sub-committee responsible for preparing guidance and training on construction site stormwater quality management programs, post-construction stormwater quality management programs, and for reviewing, researching, and making recommendations to the Management Committee on matters related to land development activities.

4. Public Information/Participation Committee ("PIP") is a sub-committee responsible for development of stormwater pollution prevention materials and products, information dissemination, training, marketing and public outreach for the Program and to assist each Co-Permittee.

5. Municipal Operations Committee (“MOC”) is a sub-committee responsible for development of guidance and training on stormwater pollution prevention activities for municipal maintenance activities, commercial/industrial inspection programs, illicit discharge control activities, trash load reduction activities, and other municipal stormwater activities.

~~6. Regional Alternative Compliance (“RAC”) Committee is a sub-committee responsible for overseeing implementation of the RAC System and advising the Management Committee, Program Manager, and District regarding the RAC System.~~

~~7.6.~~ Select or Ad Hoc (“Ad Hoc”) Workgroups are established by the Management Committee as needed for a temporary period for the purposes of reviewing, researching and making recommendations to the Management Committee or a sub-committee on a permit compliance matter or a permit requirement covering multiple sub-committees (such as cost reporting, and asset management). Select or Ad Hoc Workgroups may act on behalf of the Management Committee or sub-committee if approved and directed by the Management Committee.

~~8.7.~~ The Management Committee may amend the responsibilities of each sub-committee, dissolve a sub-committee, or add a new sub-committee.

~~9.8.~~ Each Co-Permittee shall only be allowed one vote per sub-committee. Co-Permittees may participate in the discussions of any sub-committee. However, participants at sub-committee meetings, other than approved members, shall not be allowed to vote on any item under consideration.

~~10.9.~~ The first order of business for each sub-committee at its June meeting is to choose a chairperson and vice chairperson, who will serve as chairperson and vice chairperson for the following fiscal year. The second order of business for each sub-committee at its June meeting is to establish the sub-committee's work plan for the following fiscal year dealing with its goals, objectives, time lines and related items, consistent with the requirements in the Municipal Regional NPDES Permit. Upon preparation of the sub-committee's work plan, it shall be provided to the Management Committee for review and approval.

E. Committee Membership.

1. For the purposes of this agreement, a “Small Municipality” is designated as having a population of less than 5030,000, a “Medium Municipality” is designated as having a population of between 5030,000 and 8565,000; and a “Large Municipality” is designated as having a population of more than 8565,000, based on population data from the State of California’s Department of Finance. Contra Costa County is deemed a “Large Municipality”. The population data published in January of each year will be used for determining each Co-Permittee’s designation for the following fiscal year. Refer to **Exhibit “A”** for the Committee membership designation as of the effective date of this Agreement.

2. Each Co-Permittee designated as a “Small Municipality” shall have one voting representative on the Management Committee and a minimum of one voting representatives on one sub-committee.

3. Each Co-Permittee designated as a “Medium Municipality” shall have one voting representative on the Management Committee and a minimum of one voting representative on two sub-committees.

4. Each Co-Permittee designated as a “Large Municipality” shall have one voting representative on the Management Committee and a minimum of one voting representative on three sub-committees as follows (except as stipulated in Section E.10. below):

- Administrative Committee
- Monitoring Committee
- Development Committee
- Public Information/Participation Committee
- Municipal Operations Committee, or
- BAMSC sub-committee duly recognized by the Management Committee

5. The District shall be a permanent member of the Administrative Committee, and it shall participate as a voting member on at least one additional sub-committee.

~~6. Contra Costa County shall be a voting member on at least two sub-committees.~~

~~7.6.~~ The Management Committee chairperson for any fiscal year shall also serve as chairperson of the Administrative Committee for that same fiscal year.

~~8.7.~~ By the end of May of each fiscal year, the incoming Management Committee chairperson who will take office July 1, shall consult with all Co-Permittees and recommend membership on all sub-committees effective July 1 of the next fiscal year. Recommendations shall be considered and acted upon by the Management Committee at its May meeting. Sub-committee members shall be encouraged to rotate every two years.

~~9.8.~~ Participation in any Ad Hoc Workgroup duly created by the Management Committee shall be voluntary.

~~10.9.~~ Each of the following sub-committees shall have the following minimum number of members:

- Administrative Committee 8

- Monitoring Committee 5
- Development Committee 5
- Public Information/Participation Committee 5
- Municipal Operations Committee 5

11.10. BAMSC Committee. Co-Permittees serving as voting members of any BAMSC sub-committee shall represent all Program Co-Permittees. Co-Permittees designated as voting members of a BAMSC subcommittee shall also participate on the Program’s sub-committee that has similar or equivalent subject matter jurisdiction, as determined by the Management Committee to best serve the interests of the Program.

12.11. Administrative Committee. The Management Committee will select members for the Administrative Committee that enhance the Administrative Committee’s manageability and overall effectiveness in attaining goals and objectives, taking into account factors that encourage awareness of matters affecting the Program. More specifically, the Administrative Committee shall consist of the following minimum membership and conditions, and shall generally follow the rotation guidelines contained in **Exhibit "BA"**:

- Management Committee chairperson 1
 - Flood Control District 1
 - Large Municipality 2
 - Medium Municipality 2
 - Small Municipality 2
- Total 8

a) The Management Committee chair may recommend additional members for the Administrative Committee pursuant to Section E.8. above.

b) In any fiscal year in which the Management Committee chairperson represents a municipality that is scheduled for membership on the Administrative Committee under the rotation guidelines in **Exhibit "BA"**, then the Management Committee shall select another Co-Permittee for membership on the Administrative Committee from the municipality category from which the Management Committee chairperson represents. If the Management Committee chair represents the Flood Control District, then the Management Committee shall select another Co-Permittee from any of the three categories of municipalities.

c) For the duration of a Co-Permittee's term as the "Large Municipality" member serving on the Administrative Committee, that Co-Permittee shall also serve as the voting member of two additional sub-committees of their choice.

d) Administrative Committee voting membership can only be changed during the fiscal year by the Management Committee chairperson, provided the minimum membership per Section E.12. is maintained.

~~13.12.~~ 14.12. A quorum for each sub-committee shall consist of a majority of its voting members.

~~14.13.~~ 14.13. A sub-committee may adopt by-laws to govern its organizational structure and meetings, consistent with the terms of this Agreement.

F. Meeting Attendance

1. Program staff will take attendance at all meetings. Attendance at all Management Committee and sub-committee meetings shall be published in each meeting's minutes/summary and the Program's annual report provided to the Regional Water Quality Control Board.

2. Management Committee representatives and sub-committee members are expected to attend at least 80% of their regularly scheduled meetings. If a Management Committee representative or a sub-committee member misses two consecutive meetings, then Program staff shall contact the member of the committee to clarify the rules and understand the reason for the repeated absences. If absences continue, then the Membership Management Committee may request that the Co-Permittee's manager appoint a new representative to the Management Committee or sub-committee, as the case may be.

G. Program Costs Participation and Allocation.

1. The program costs for Fiscal Year 202~~5~~4-202~~6~~5 are apportioned among the co-permittees as set forth in **Exhibit "C" B**, attached hereto. In Fiscal Year 2025-2026, and in each fiscal year thereafter, all program costs for that fiscal year shall be apportioned among Co-Permittees proportionally based on each Co-Permittee's population as of January 1 immediately preceding the fiscal year, in relation to the total population of all Co-Permittees as of January 1 immediately preceding the fiscal year, calculated as follows:

$$[(\text{Co-permittee's population as of January 1}) / (\text{All co-permittee's population as of January 1})] \times 100 = \text{Percentage of Program Costs Apportioned to Co-Permittee ("Cost Sharing Formula").}$$

Population data will be based on data annually published by the State of California, Department of Finance, on January 1 immediately preceding the Fiscal Year for which the calculation is made. The population data published in January of the preceding year will be used to form the cost allocations of the following fiscal year.

2. The Management Committee shall annually prepare and approve a budget setting forth all anticipated Program costs and revenues for the following fiscal year.

3. Each Co-Permittee shall pay its share of the annual budget in accordance with the Cost Sharing Formula. If a Co-Permittee receives SUA assessments, then the District will apply lawfully collected SUAs to such Co-Permittee's share of the annual budget. District staff shall annually submit an invoice to each Co-Permittee for each fiscal year reflecting each Co-Permittee's Program costs no later than February 28th of each year (for the first SUA disbursement statement); June 30th (for the second SUA disbursement statement); and October 31st (for the third SUA disbursement statement). Upon receiving an invoice from the Program, each Co-Permittee shall pay its invoice to the District within sixty (60) days of the invoice's date.

4. A Co-Permittee will be delinquent if its invoiced payment is not received by the District within sixty (60) days after the invoice's date. The District will follow the procedure listed below, or such other procedure that the Management Committee directs to effectuate payment: 1) verbally contact the Co-Permittee's manager; and 2) submit a formal letter from the Management Committee's chairperson to the Co-Permittee. If payment is not received within ninety (90) days of the invoice date, then the delinquent co-permittee may be subject to termination from this Agreement and withdrawal under Section B. Thereafter, the Cost Share Formula shall be revised to reflect the new Program membership and the Management Committee shall revise its budget and Program cost allocations in accordance with the Cost Sharing Formula to account for the delinquent Permittee's costs. A terminated Co-Permittee shall remain obligated to District for its delinquent payments and any other obligations incurred prior to the date of termination.

5. The Management Committee may suspend or modify the scope of work being performed by any contractor retained by the District whenever any Co-Permittee has not paid its invoice within ninety (90) days of the invoice date.

6. Any delinquent payments by a Co-Permittee shall accrue compound interest at the average rate of interest paid by the Local Agency Investment Fund during the time that the payment is delinquent.

H. Optional Services.

Additional services requested by a Co-Permittee to fulfill requirements of the Regional Municipal NPDES Permit may be provided by Program staff as long as the services minimally burden Program staffing and are approved by the Management Committee. Such requests shall be submitted in writing to the Management Committee and shall explain the services requested of Program staff or contractors. Such services shall be completely paid for by the requesting Co-Permittee at the fully burdened labor rate of the applicable Program staff, and the Program shall bear no financial responsibility for the requested services. Such services requested by a Co-Permittee may include consultant or contractor assistance involving a contract directly between the individual Co-Permittee and the District, at the District's discretion. The

Program shall bear no financial responsibility for such contracts.

I. Contracting.

1. In accordance with the procedures set forth herein, and on behalf of the Program, the District shall enter into and administer all contracts for the Program and implementation of the Municipal Regional NPDES Permit. The District shall pay all contractors in a timely manner in accordance with the terms of the applicable contract.

2. Prior to the District entering into a contract or amending a contract on behalf of the Program, the Management Committee shall establish an independent selection committee as an Ad Hoc Workgroup pursuant to Section D.7. The independent selection committee may prepare an RFP, conduct interviews and take such other actions as requested by the Management Committee. The independent selection committee shall thereafter make a recommendation on a proposed contract and contractor to the Management Committee. Upon considering the independent selection committee's recommendation, the Management Committee shall thereafter make a recommendation to the District, which shall have final approval authority over the contract and contractor.

3. Contracts may be entered into with a maximum term of five years, provided each contract must include either a termination for convenience clause, or a clause allowing termination for non-appropriation of funds. Contracts entered into for a period less than five years may be extended, based upon satisfactory performance, for a total contract term of five years.

4. For a contract scope of work designated as a "technical service" by the Management Committee, then the independent selection committee shall also consider responses from Co-Permittees who respond in writing and request to provide the requested technical service as part of an RFP process.

5. Notwithstanding anything to the contrary above, all contracting processes on behalf of the Program shall comply with the District's procurement process.

6. If a Co-Permittee other than Contra Costa County or the District intends to contract on behalf of the Program, then a separate agreement between the District and such Co-Permittee shall be executed setting forth the terms of the Co-Permittee's contracting role. The Management Committee shall review and approve such separate agreement.

J. Staffing.

1. The Program is not a legal entity capable of employing staff, suing or being sued, or entering into contracts, among other activities that only legal entities may perform. Program staff, including the Program Manager, are employees of Contra Costa County and/or the District, who are assigned to administer the Program. The Program Manager is the primary Contra Costa County employee assigned to manage the Program. In the event that Contra Costa

County does not assign an employee to serve as the Program Manager and the Program Manager position is vacant, the Management Committee may recommend that the District contract with a qualified firm or public agency to perform the services of Program Manager until Contra Costa County appoints a Program Manager. The Management Committee may also request that the District contract for other Program services that are not performed by a Contra Costa County employee in accordance with Section I above.

2. To the extent requested by the District and/or Contra Costa County, the Management Committee shall annually advise the District and/or Contra Costa County regarding staff evaluations, job classifications and salary ranges. With respect to any Program staff who qualify as independent contractors, the Management Committee shall annually advise the District regarding the consultant's satisfactory performance of their contractual obligations. The Administrative Committee shall advise the Management Committee on such evaluations.

3. The Management Committee shall negotiate an administrative overhead rate with any appropriate agency providing services to the Program.

4. Program staff shall provide a written record of all policies, rules and regulations duly adopted by the Management Committee.

5. Contra Costa County shall be responsible for all health and safety trainings and other certifications required by law for its employees; however, the Program may pay for Program staff training that relates to the Municipal Regional NPDES Permit.

K. Indemnification.

Each Party to this Agreement agrees to protect, indemnify and hold harmless the other parties and their officers, employees, contractors and volunteers from and against all claims, demands, liabilities, losses, expenses, and damages (collectively, "Liabilities") but only to the extent that the Liabilities arise out of or are connected with the negligence or willful misconduct of the indemnifying Party or any of its officers, employees, contractors, or volunteers while performing the indemnifying Party's obligations under this Agreement. This section shall survive and remain enforceable following the termination or expiration of this Agreement, or following any Party's withdrawal from this Agreement.

[SIGNATURES ON FOLLOWING PAGE]

Dated: _____

**CONTRA COSTA COUNTY
FLOOD CONTROL AND WATER
CONSERVATION DISTRICT:**

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF ANTIOCH

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF BRENTWOOD

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF CLAYTON

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF CONCORD

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

COUNTY OF CONTRA COSTA

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

TOWN OF DANVILLE

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF EL CERRITO

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF HERCULES

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF LAFAYETTE

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF MARTINEZ

By: _____

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APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

TOWN OF MORAGA

By: _____

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APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF OAKLEY

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF ORINDA

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF PINOLE

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF PITTSBURG

By: _____

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Attorney

Dated: _____

CITY OF PLEASANT HILL

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF RICHMOND

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF SAN PABLO

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF SAN RAMON

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

Dated: _____

CITY OF WALNUT CREEK

By: _____

Its: _____

APPROVED AS TO FORM:

By: _____

Attorney

EXHIBIT "AA"

**CONTRA COSTA CLEAN WATER PROGRAM
COMMITTEE MEMBERSHIP DESIGNATION BEGINNING FY 2026-2027**

<u>Municipalities</u>	<u>Population</u> (Based on 1/1/2024 Data)	<u>Category</u> ¹	<u>Management Committee</u>	<u>Min. Number of Sub-Com- mittee(s)</u> ²
<u>Antioch</u>	<u>115,632</u>	<u>Large</u>	<u>x</u>	<u>3</u>
<u>Brentwood</u>	<u>64,811</u>	<u>Medium</u>	<u>x</u>	<u>2</u>
<u>Clayton</u>	<u>10,683</u>	<u>Small</u>	<u>x</u>	<u>1</u>
<u>Concord</u>	<u>121,513</u>	<u>Large</u>	<u>x</u>	<u>3</u>
<u>Contra Costa County</u> ³	<u>174,289</u>	<u>Large</u>	<u>x</u>	<u>3</u>
<u>CCC Flood Control District</u> ³	<u>0</u>	<u>Non-Population</u>	<u>x</u>	<u>1</u> ⁴
<u>Danville</u>	<u>42,567</u>	<u>Medium</u>	<u>x</u>	<u>2</u>
<u>El Cerrito</u>	<u>25,700</u>	<u>Small</u>	<u>x</u>	<u>1</u>
<u>Hercules</u>	<u>26,063</u>	<u>Small</u>	<u>x</u>	<u>1</u>
<u>Lafayette</u>	<u>24,808</u>	<u>Small</u>	<u>x</u>	<u>1</u>
<u>Martinez</u>	<u>36,439</u>	<u>Medium</u>	<u>x</u>	<u>2</u>
<u>Moraga</u>	<u>16,784</u>	<u>Small</u>	<u>x</u>	<u>1</u>
<u>Oakley</u>	<u>45,736</u>	<u>Medium</u>	<u>x</u>	<u>2</u>
<u>Orinda</u>	<u>19,191</u>	<u>Small</u>	<u>x</u>	<u>1</u>
<u>Pinole</u>	<u>18,192</u>	<u>Small</u>	<u>x</u>	<u>1</u>
<u>Pittsburg</u>	<u>75,085</u>	<u>Large</u>	<u>x</u>	<u>3</u>
<u>Pleasant Hill</u>	<u>33,352</u>	<u>Medium</u>	<u>x</u>	<u>2</u>
<u>Richmond</u>	<u>112,735</u>	<u>Large</u>	<u>x</u>	<u>3</u>
<u>San Pablo</u>	<u>31,088</u>	<u>Medium</u>	<u>x</u>	<u>2</u>
<u>San Ramon</u>	<u>82,525</u>	<u>Large</u>	<u>x</u>	<u>3</u>
<u>Walnut Creek</u>	<u>69,433</u>	<u>Large</u>	<u>x</u>	<u>3</u>

¹ Membership designation categories are determined by population size. Small Municipality has population under 30,000; Medium Municipality has population between 30,000 and 65,000; and Large Municipality has population larger than 65,000.

² Participation in the required minimum number of sub-committee(s) per fiscal year, in addition to mandatory Management Committee participation.

³ Contra Costa County and the Contra Costa County Flood Control and Water Conservation District are represented as one agency for this designation purpose.

⁴ Contra Costa County Flood Control and Water Conservation District is a standing member of the Administrative Committee.

EXHIBIT "BA"

**CONTRA COSTA CLEAN WATER PROGRAM
ADMINISTRATIVE COMMITTEE
PARTICIPATION ROTATION GUIDELINE**

Municipalities by Size Designation & Geographic	FY 26/27	FY 27/28	FY 28/29	FY 29/30	FY 30/31	FY 31/32	FY 32/33
Countywide (All)							
Flood Control District	x	x	x	x	x	x	x
Appointed Management Chair							
Agency:	x	x	x	x	x	x	x
Large-Size Communities (population >65,000)							
All: Contra Costa County	x			x			
Central: Concord				x			x
Central: Walnut Creek		x			x		
East: Antioch			x				x
East: Pittsburg			x			x	
Lamorinda: San Ramon	x				x		
West: Richmond		x				x	
Medium-Size Communities (population 30,000-65,000)							
Central: Martinez		x			x		
Central: Pleasant Hill	x			x			x
East: Oakley			x			x	
East: Brentwood		x			x		
Lamorinda: Danville	x			x			x
West: San Pablo			x			x	
Small-Size Communities (population <30,000)							
Central: Clayton		x			x		
Lamorinda: Lafayette	x				x		
Lamorinda: Orinda				x			x
Lamorinda: Moraga		x				x	
West: Hercules	x			x			
West: El Cerrito			x			x	
West: Pinole			x				x

EXHIBIT "CB"

**CONTRA COSTA CLEAN WATER PROGRAM
GROUP COSTS METHODOLOGY & ALLOCATION
FOR FISCAL YEAR 2025/26**

City/County/State	January 1, 2023	January 1, 2024 ⁽¹⁾	Percent Change	Prorated % of Program ⁽²⁾	SUA Budget Allocation ⁽³⁾
CONTRA COSTA COUNTY	1,145,274	1,146,626	0.12%		\$ 4,000,000
ANTIOCH	115,282	115,632	0.3	10.08%	\$ 403,382
BRENTWOOD	64,496	64,811	0.5	5.65%	\$ 226,093
CLAYTON	10,687	10,683	0.0	0.93%	\$ 37,268
CONCORD	121,663	121,513	-0.1	10.60%	\$ 423,898
DANVILLE	42,736	42,567	-0.4	3.71%	\$ 148,495
EL CERRITO	25,409	25,700	1.1	2.24%	\$ 89,654
HERCULES	26,202	26,063	-0.5	2.27%	\$ 90,921
LAFAYETTE	24,823	24,808	-0.1	2.16%	\$ 86,543
MARTINEZ	36,425	36,439	0.0	3.18%	\$ 127,117
MORAGA	16,858	16,784	-0.4	1.46%	\$ 58,551
OAKLEY	44,929	45,736	1.8	3.99%	\$ 159,550
ORINDA	19,231	19,191	-0.2	1.67%	\$ 66,948
PINOLE	18,278	18,192	-0.5	1.59%	\$ 63,463
PITTSBURG	74,736	75,085	0.5	6.55%	\$ 261,934
PLEASANT HILL	33,447	33,352	-0.3	2.91%	\$ 116,348
RICHMOND	113,122	112,735	-0.3	9.83%	\$ 393,276
SAN PABLO	31,163	31,088	-0.2	2.71%	\$ 108,450
SAN RAMON	82,754	82,525	-0.3	7.20%	\$ 287,888
WALNUT CREEK	69,010	69,433	0.6	6.06%	\$ 242,217
UNINCORP. COUNTY	174,023	174,289	0.2	15.20%	\$ 608,006
				100.00%	\$ 4,000,000

1. Population estimate based on State of California Department of Finance (E-1) City/County projections- January 1, 2025. 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.



AGENDA BILL

Agenda Item No. 7.E.

Date: May 19, 2026
To: El Cerrito City Council
From: Christina Leard, Acting Senior Management Analyst and Yvetteh Ortiz, Public Works Director/City Engineer, Public Works Department
Subject: Group Program Inspection Activities Agreement between the City of El Cerrito, the West County Wastewater District, and the Contra Costa County Flood Control and Water Conservation District

ACTION PROPOSED

Adopt a resolution approving and authorizing the City Manager to execute the Group Program Inspection Activities Agreement between the City of El Cerrito, the West County Wastewater District, and the Contra Costa County Flood Control and Water Conservation District effective July 1, 2026.

BACKGROUND AND ANALYSIS

The City of El Cerrito operates a municipal separate storm sewer system (MS4) that collects and conveys stormwater from City streets to local creeks and waterways. 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 National Pollutant Discharge Elimination (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 1991, Contra Costa County Permittees entered into an agreement to participate in the preparation of a Joint MS4 NPDES Permit application to minimize the cost to all parties. This cooperative arrangement has evolved and matured over the past 35 years and is now known as the Contra Costa Clean Water Program (CCCWP). The CCCWP is comprised of Contra Costa County, its 19 incorporated cities and towns, and the County Flood Control and Water Conservation District. The CCCWP coordinates regional compliance and collaborates on programmatic components of the MRP. Working with the member jurisdictions, the CCCWP 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 CCCWP coordinates many compliance activities as a region that would otherwise be challenging for member jurisdictions to implement on their own.

The MRP specifies that the City undertake activities to eliminate non-stormwater discharges into the MS4. One of the many provisions included in the permit (C.4 Industrial and Commercial Site Controls) stipulates the City's responsibility for conducting regular inspections of industrial and commercial facilities for the purpose of eliminating illicit discharges resulting from illegal processes or activities. Since 2003, the City has participated in a CCCWP Inspection Activities Agreement under which the costs of inspection services for El Cerrito are paid from El Cerrito's Stormwater Utility Assessments (City Council Resolutions No. [2000-35](#) and [2013-61](#)). Through the Inspection Activities Agreement, and under direction of the City, inspections are performed by another agency on behalf of the City to achieve compliance with MRP requirements.

The inspections include educational efforts, report preparation, and issuance of Notices of Violation, Warning Notices, and Compliance Orders on behalf of the City. In El Cerrito, inspections are focused on commercial businesses, primarily on automotive repair, restaurant operations, and mobile businesses where the greatest occurrences of potential stormwater pollution violations would likely be found. West County Wastewater District has been performing these inspections on behalf of El Cerrito since 2013 as they can be done efficiently along with its wastewater inspections.

The renewal of the Group Program Inspection Activities Agreement is critical to ensure continued compliance with the Municipal Regional Permit (MRP) 3.0, which became effective on May 11, 2022, and introduced new and enhanced requirements for Provision C.4 – Commercial and Industrial Site Controls. These updates significantly expand inspection obligations for permittees, including:

- Inspection Frequency and Coverage: MRP 3.0 mandates periodic inspections of commercial and industrial facilities to verify stormwater best management practices (BMPs) and pollutant source controls.
- Enhanced Documentation and Reporting: The permit requires detailed tracking of inspection findings, corrective actions, and follow-up activities, which must be accurately reported in annual compliance reports.
- Expanded Facility Categories: Additional facility types (e.g. mobile businesses) now fall under inspection requirements, increasing the workload and complexity for individual permittees.
- Integration with Enforcement Protocols: MRP 3.0 emphasizes timely enforcement actions for non-compliance, requiring coordinated efforts and consistent application of enforcement procedures across jurisdictions.

The existing Inspection Activities Agreement, which facilitates shared inspection services through Central Contra Costa Sanitary District, West County Wastewater District, and Delta Diablo Sanitation District, has proven essential for meeting these obligations efficiently and cost-effectively.

Without a renewed agreement, individual permittees would face significant challenges in maintaining compliance, including:

- **Resource Constraints:** Many jurisdictions lack the staffing and technical expertise to independently meet the expanded inspection requirements.
- **Cost Implications:** Shared services reduce duplication of effort and allow economies of scale, minimizing overall program costs.
- **Continuity of Compliance:** The renewed agreement ensures continued inspection activities in compliance with MRP requirements.

The renewed agreement (Attachment 2) incorporates administrative updates, invoicing improvements, backup staffing provisions, and alignment with MRP 3.0 requirements, ensuring that the Group Program remains a robust and collaborative mechanism for compliance. Additionally, the agreement includes a provision to maintain the existing agreement in effect until the new one is executed, safeguarding against service interruptions during the renewal process. New provisions in the agreement also clarify that costs eligible for reimbursement include, but are not necessarily limited to, labor, benefits, overhead, supplies, equipment, vehicle, laboratory, consultant, and insurance costs. Unlike the previous agreement, the renewed agreement incorporates fully burdened rates, which will result in increased program costs. However, participation in the shared regional program will continue to be more cost-effective than implementing these requirements independently, as shared services reduce duplication of effort, create economies of scale, and provide access to staffing and technical resources that the City does not currently have capacity to support on its own.

STRATEGIC PLAN CONSIDERATIONS

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

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

ENVIRONMENTAL CONSIDERATIONS

The proposed action will not result in a project as defined by the California Environmental Quality Act (CEQA). No further environmental review is needed.

FINANCIAL CONSIDERATIONS

There is no immediate fiscal impact. Since 2003, the City has participated in a CCCWP Inspection Activities Agreement under which the costs of inspection services for El Cerrito are paid from El Cerrito's Stormwater Utility Assessments, which is established and adopted annually by City Council.

Each year, City staff plans for 44 commercial and industrial facility inspections to be completed to comply with the MRP 3.0 requirements. Additional inspections may be necessary based on enforcement actions that require follow-up. In Fiscal Year (FY) 2024-25, there were 44 planned inspections, and an additional 19 enforcement inspections, for a total of 65 inspections performed with a total of 105 hours billed. With the new agreement, the West County Wastewater District will bill inspections at a fully burdened hourly rate of \$253.85 per hour. The projected inspection costs paid to the West County Wastewater District for 65 inspections is \$26,655.


The actual amount will vary depending on how many enforcement actions are taken. FY 2024-25 was one of the more high-activity years for enforcement, so City staff estimates that this amount is conservative. Stormwater Utility Assessments (SUA) will continue to offset program costs; however, due to increased inspection costs under the revised agreement, return-to-source funds available to the City are expected to be reduced over the next several fiscal years as reported in the March 17, 2026 Agenda Bill regarding the establishment on the annual SUA levies. These changes are included in the City's FY 2026-27 and FY 2027-28 budget projections under the National Pollutant Discharge Elimination System Fund (Fund 202).

Continued participation in the Group Program Inspection Agreement will keep the City of El Cerrito's cost of MRP C.4 Commercial and Industrial Inspections compliance significantly lower than it would be if the City were to implement this requirement on its own. CCCWP staff's work to coordinate compliance of many MRP requirements makes it possible for City staff to successfully implement its individual responsibilities under the MRP more cost effectively than would otherwise be possible.

LEGAL CONSIDERATIONS

The City Attorney has reviewed the proposed action and agreement and found that legal considerations have been addressed.

Reviewed by:



Alexandra Orologas, Assistant City Manager

Attachments:

1. Resolution
2. Group Program Inspection Agreement (redline)

RESOLUTION 2026-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO TO APPROVE AN AGREEMENT WITH THE WEST COUNTY WASTEWATER DISTRICT AND THE CONTRA COSTA FLOOD CONTROL AND WATER CONSERVATION DISTRICT FOR THE INSPECTION OF CERTAIN INDUSTRIAL AND COMMERCIAL BUSINESSES IN ACCORDANCE WITH THE MUNICIPAL REGIONAL PERMIT EFFECTIVE JULY 1, 2026

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, the Municipal Regional Stormwater NPDES Permit No. CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board ("Municipal Regional Permit"), requires the City of El Cerrito, as a permittee, to conduct inspections of certain industrial and commercial businesses as part of its municipal stormwater program; and

WHEREAS, the West County Wastewater District ("Inspection Agency") also conducts inspections of certain industrial and commercial businesses as part of its wastewater regulatory obligations; and

WHEREAS, efficiencies can be achieved by having an Inspection Agency conduct stormwater inspections on behalf of the City concurrently with Inspection Agency's wastewater inspections, which benefits the City of El Cerrito and its regulated businesses; and

WHEREAS, the Contra Costa Flood Control and Water Conservation District ("District") provides administrative support and funding for the inspections; and

WHEREAS, the District, the Inspection Agency, and City of El Cerrito have been coordinating inspections in a similar manner since 2013; and

WHEREAS, the City desires to continue the inspection program with the District and the Inspection Agency under a new agreement among the three parties.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of El Cerrito that it hereby approves the Contra Costa Clean Water Program Inspection Activities Agreement between the District, the Inspection Agency, and the City of El Cerrito, attached hereto as Exhibit "A".

BE IT FURTHER RESOLVED that the City Council of the City of El Cerrito authorizes the City Manager to execute the Agreement on behalf of the City of El Cerrito.

BE IT FURTHER RESOLVED that the City Council of the City of El Cerrito authorizes the City Manager to execute additional minor amendments to the agreement and to take other actions necessary to implement the agreement, that do not substantively alter the City's obligations and subject to review and approval of the City Attorney.

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

I CERTIFY that at a regular meeting on May 19, 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:

Gabe Quinto, Mayor

**CONTRA COSTA CLEAN WATER PROGRAM
INSPECTION ACTIVITIES AGREEMENT
BETWEEN
CONTRA COSTA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT,
_____ [SANITATION/WASTEWATER] DISTRICT,
AND
CITY OF _____**

This Contra Costa Clean Water Program Inspection Activities Agreement ("Agreement"), is entered into by and among the Contra Costa County Flood Control and Water Conservation District ("District"), _____ [Sanitation/Wastewater] District ("Inspection Agency"), and the City of _____ ("City") is made and effective as of July 1, 2025 ("Effective Date").

RECITALS

WHEREAS, the County of Contra Costa ("County"), the District, and the 19 incorporated cities and towns in the County have joined together to form the Contra Costa Clean Water Program (the "Program"), pursuant to the Contra Costa Clean Water Program Agreement (2025 - 2040), dated July 1, 2025 (the "Program Agreement"). The parties to the Program Agreement are the County, the District, and the cities of Antioch, Brentwood, Clayton, Concord, Danville, El Cerrito, Hercules, Lafayette, Martinez, Moraga, Oakley, Orinda, Pinole, Pittsburg, Pleasant Hill, Richmond, San Pablo, San Ramon and Walnut Creek (the "Program Members"); and

WHEREAS, through the Program, the Program Members jointly implement some of their obligations under the Municipal Regional Stormwater NPDES Permit, NPDES Permit No. CAS612008, as may be amended or re-issued from time to time ("Municipal Regional Permit"). The San Francisco Regional Water Quality Control Board ("Regional Board") most recently re-issued the Municipal Regional Permit on May 11, 2022.

WHEREAS, District provides administrative support services to the Program, including collecting and distributing funds that pay for Program responsibilities under the Municipal Regional Permit.

WHEREAS, among other things, the Municipal Regional Permit requires the Program Members to conduct inspections of certain industrial and commercial businesses as specified in Provision C.4. and illicit discharge control activities specified Provision C.5., as those provisions may be amended from time to time in the Municipal Regional Permit (collectively, "MS4 Inspections"). MS4 Inspections include, but are not limited, to all inspection, investigation, reporting, and related obligations under the Municipal Regional Permit and as further directed by District.

WHEREAS, the Municipal Regional Permit identifies long-term goals of: eliminating non-stormwater discharges into municipal storm drains and creeks; conducting stormwater inspections of industrial and commercial facilities; controlling illicit discharges by conducting field surveys of the storm drainage conveyance system and identifying and eliminating the sources of non-stormwater discharges; and eliminating illicit connections and discharges resulting from inappropriate or illegal processes, activities or housekeeping practices; and

WHEREAS, such goals are furthered by Inspection Agency carrying out MS4 Inspections on City's behalf; and

WHEREAS, independent of City's obligations under the Municipal Regional Permit, Inspection Agency also conducts inspections of certain industrial and commercial businesses as part of its wastewater regulatory obligations ("Wastewater Inspections"); and

WHEREAS, District, Inspection Agency, and City believe that efficiencies can be achieved by having Inspection Agency conduct MS4 Inspections on behalf City concurrently with Inspection Agency's Wastewater Inspections, which benefit the parties and regulated businesses.

WHEREAS, District, Inspection Agency, and City, as well as the other Program Members and sanitation districts previously entered into a prior inspection agreement dated October 26, 2009; and

WHEREAS, Inspection Agency desires to provide MS4 Inspections on behalf of the City under the terms set forth herein; ~~and~~

AGREEMENT

NOW, THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties to this Agreement agree as follows:

1. **Term.** The term of this Agreement is from the Effective Date of this Agreement until it is terminated pursuant to Section 2 below.

2. **Termination.**

A. **Inspection Agency Termination.** Inspection Agency may terminate this Agreement at its sole discretion by giving written notice to District and City at least 180 days prior to the effective date of the termination.

B. **District Termination.** District may terminate this Agreement at its sole discretion by giving written notice to Inspection Agency and City at least 180 days prior to the effective date of the termination. Notwithstanding the foregoing, District may terminate this Agreement by giving written notice to Inspection Agency and City at least 30 days prior to the effective date of the termination if City is in breach of the Stormwater Utility Area Agreement described in Section 3.

C. **City Termination.** City may terminate this Agreement at its sole discretion by giving written notice to Inspection Agency and District at least 90 days prior to the effective date of the termination. Alternatively, City may temporarily suspend receiving MS4 Inspections by Inspection Agency pursuant to this Agreement, at its sole discretion, upon giving the District and Inspection Agency at least 90 days prior written notice.

D. **Mutual Termination.** This Agreement may be terminated by mutual written agreement of the District, Inspection Agency, and City.

E. **Effect of Termination.** Upon the effective date of any termination of this Agreement, Inspection Agency shall cease performing MS4 Inspections. Provided Inspection Agency is not then in default, District shall compensate Inspection Agency for all services performed prior to such effective date in accordance with Section 8.

3. **Stormwater Utility Area Agreement.** City has executed a separate Stormwater Utility Area Agreement with the District that, among other things, provides for the invoicing from, and payment to, Inspection Agency for MS4 Inspection costs on behalf of City.

4. **Responsibilities of Inspection Agency.** On behalf of City, Inspection Agency will perform all the following services in accordance with the Municipal Regional Permit and applicable law:

A. Conduct MS4 Inspections at regulated facilities, including illicit discharge control inspection activities, ~~subject to the direction of the District~~, of industrial and commercial facilities and the exterior of residential properties to determine the regulated facility's compliance with the Municipal Regional Permit and applicable law. MS4 Inspections may have an educational component, as directed by District. The location and frequency of an inspection, investigation, or educational effort shall be at the direction of District and shall take place between 7:30 a.m. and 4:00 p.m. Monday through Friday, excluding holidays ("Normal Working Hours");).

B. Perform MS4 Inspections outside of Normal Working Hours if mutually agreed to by District, City, and Inspection Agency, or if directed by District due to an emergency. In the event of an emergency, Inspection Agency will be compensated for any applicable overtime pay actually incurred by Inspection Agency_;

C. Prepare inspection and investigation reports for each MS4 Inspection in accordance with the Municipal Regional Permit and applicable law_;

D. Issue notices of violation, warning notices, and compliance orders (collectively, "Corrective Orders") to owners or operators of regulated facilities on behalf of City where Inspection Agency determines that violations or potential violations of the Municipal Regional Permit or applicable law have occurred or may occur. City hereby delegates to Inspection Agency all such authority to issue Corrective Orders on City's behalf in connection with MS4 Inspections. Inspection Agency has developed, or shall develop, a standardized approach to recommending and documenting corrective actions taken by operators of regulated facilities in order to address a Corrective Order issued by Inspection Agency. Inspection Agency shall promptly notify City and District's representative identified in accordance with Section 7 of any Corrective Order issued by Inspection Agency, by email at the address below, by the close of the business day following issuance.

E. Inspection Agency shall cooperate with City if City elects to utilize its civil or criminal code enforcement authority to address a Corrective Order directly with the owner or operator of a regulated facility. Such cooperation includes documentation of violations, preparation of documents for use in complaints and at hearings, and assistance in hearing preparation and presentation, including provision of testimony as requested. If Inspection Agency's performance of such enforcement services would result in an unreasonable expenditure of resources, then Inspection Agency shall notify City and District, and Inspection Agency's further involvement in such enforcement services shall be agreed upon by the parties.

F. At the Direction of City, Inspection Agency shall also refer Corrective Orders and related investigations and reports to appropriate enforcing entities, such as the District Attorney.

G. Retain all records through the later of: the term of this Agreement, the retention period outlined in Inspection Agency's retention schedule, or the retention period set forth in the Municipal Regional Permit, whichever is longer, as evidence of City's compliance with the Municipal Regional Permit. These records shall become property of City upon termination of this Agreement, at which time Inspection Agency shall promptly deliver them to City. These records shall be made available for inspection by City or District during normal business hours.

H. Train, supervise and manage its staff and contractors necessary to conduct MS4 Inspections in a consistent and lawful manner.

I. Provide advice and comments to District regarding District's preparation of educational materials for distribution to owners and operators of regulated facilities and the public. Inspection Agency shall also provide advice and comments to District regarding the Contra Costa County Green Business Program, as requested by District.

J. Provide comments to City and District regarding ordinances and policies necessary to conduct MS4 Inspections and carry out enforcement activities.

K. Purchase, operate, and maintain all equipment necessary to conduct MS4 Inspections, at Inspection Agency's own cost. Such capital and maintenance costs may be invoiced to District pursuant to Section 8 of this Agreement if the equipment is solely intended for MS4 Inspections and not Wastewater Inspections.

L. Provide quarterly reports to District, which describe all MS4 Inspections and Corrective Orders during the prior quarter, concurrently with the quarterly invoices specified in Section 8.C below. The final report of the fiscal year (fourth quarter) shall include a status report to City of Corrective Orders initiated by Inspection Agency by owner or operator name. The final report shall also include a hard or electronic copy of the Inspection Agency's databases of regulated facilities.

M. Utilize reasonable efforts to conduct MS4 Inspections fairly and in a uniform manner.

N. In accordance with Section 8.D below, provide an annual fiscal year budget to District that estimates the cost of performing the MS4 Inspections and other requirements of this Section 5 ("Annual Budget").

5. Responsibilities of District. District will perform the following services:

A. Recommend revisions to City's ordinances and regulations as are necessary to allow Inspection Agency to lawfully perform MS4 Inspections and issue Corrective Orders.;

B. Authorize and prioritize inspections and investigations, with direction from City and Inspection Agency.;

C. Provide timely input on the scope of the following fiscal year MS4 Inspections during Inspection Agency's budget process and approve Inspection Agency's Annual Budget in accordance with Section 8.D.;

D. Reimburse Inspection Agency for authorized costs in accordance with Section 8.;

E. Recommend remedial actions to City and Inspection Agency in order correct an owner or operator's violation of the Municipal Regional Permit or other applicable laws.;

F. Provide educational materials for distribution to owners and operators of regulated facilities and the public.;

G. Provide comments to Inspection Agency regarding the format of MS4 Inspections, Corrective Orders, and reports.;

H. Perform other responsibilities as agreed to in writing ~~between~~among the District, Inspection Agency, and City.;

I. Notify City of issues affecting their compliance with the Municipal Regional Permit in a timely manner.;

J. Provide quarterly reports regarding MS4 Inspections and budget summaries to City.;

and

6. Responsibilities of City. City will perform the following obligations:

A. Provide Inspection Agency with current roster of City employees responsible for carrying out the stormwater program and related enforcement activities, including phone numbers and email addresses.;

B. Provide direction to Inspection Agency regarding enforcement actions.;

C. Cooperate with City and District to carry out their respective obligations under this Agreement.

7. Agency Representative. Each party shall designate in writing to each other an MS4 Inspections program coordinator and an alternate coordinator. The purpose of designating an MS4 Inspections program coordinator is to facilitate communication between the parties. Each party shall direct matters such as complaints, claims, legal challenges, and other disputes regarding the MS4 Inspections to its MS4 Inspections program coordinator who will transmit the matter to the District for resolution.

8. Financial.

A. District shall reimburse Inspection Agency for all authorized expenditures in furtherance of its obligations under Section 4 above, including the actual inspections and related administrative costs, ~~up to the amount approved by District and set forth in the Annual Budget.~~ The costs eligible for reimbursement include, but are not necessarily limited to, labor, benefits, overhead, supplies, equipment, vehicle, laboratory, consultant, and insurance costs, ~~but not costs associated with legal services.~~ Inspection Agency shall promptly notify the District if it believes that legal costs will be incurred in connection with the MS4 Inspections or Corrective Orders so that the ~~District may arrange for City to provide~~parties may reach an agreement regarding the cost of legal services, if desired. Inspection Agency shall not mark up any costs it incurs in providing any of the required services, ~~in the invoice.~~

B. Inspection Agency's labor costs shall be itemized at base cost per individual for time spent, plus an overhead multiplier for benefits, administrative overhead, supplies, equipment and insurance. Inspection Agency's overhead multiplier for the following fiscal year shall be submitted to the District as part of Inspection Agency's Annual Budget and approved by District annually.

C. Inspection Agency shall submit quarterly invoices to the District for services performed under Section 4 of this Agreement. Each invoice shall include an itemized accounting of the total cost of all services performed under Section 4. Inspection Agency shall submit each quarterly invoice according to the following schedule: (i) First Quarter - October 30; (ii) Second Quarter - January 30; (iii) Third Quarter - April 30; and (iv) Fourth Quarter - July 30 of each fiscal year (July 1-June 30). District will pay each undisputed invoice within 45 days of receipt. In the event that District disputes the amounts stated on any invoice, within 30 days of receipt of the invoice District shall submit to Inspection Agency a written notice of dispute and the basis for the dispute. The parties shall endeavor to resolve any such disputes within a reasonable time after District's receiptgiving of a notice of dispute. Any dispute that is not resolved within five (5) business days shall be referred to the parties' respective managers for resolution.

D. In accordance with Sections 54.N, prior to the beginning of each fiscal year, District shall approve Inspection Agency's Annual Budget. City shall also review and approve the Annual Budget prior to District's final approval. Discussions for the annual budget shall begin in January prior to the upcoming fiscal year. Inspection Agency shall submit its Annual Budget by _____ and District shall act on such Annual Budget by _____. Inspection Agency shall not exceed its approved written Annual Budget, absent advance written consent of City and District.

9. Insurance. During the term of this Agreement, Inspection Agency shall carry Workers' Compensation and Employers' Liability Insurance as required by law, and General Liability and Automobile Liability insurance in the amount of at least \$1,000,000 per occurrence. Inspection Agency shall submit endorsements to City and District naming them and their officers, employees, and agents as additional insureds under such policies. If Inspection Agency is self-insured, written notification of the self-insurance program shall be made to the other parties to this Agreement within 30 days after the execution of this Agreement. Any change to self-insured status by Inspection Agency shall be reported to the District in writing within 30 days of such change.

10. Indemnification.

A. District Indemnity. District shall indemnify, defend and hold harmless Inspection Agency and City and each of them and their elected officials, officers, directors, agents, and employees from and against all suits, actions, legal or administrative proceedings, claims, demands, damages, consequential damages, liabilities, and expenses, arising out of or related to the District's willful misconduct or the negligent acts, errors or omissions of the District in the performance of this Agreement, except that City shall be solely liable for any fines resulting from its sole violations of the Municipal Regional Permit. The requirements of this Section 10.A. shall survive the termination or expiration of this Agreement.

B. Inspection Agency Indemnity. Inspection Agency shall indemnify, defend and hold harmless the District and City, and their respective elected officials, officers, directors, agents and employees from and against all suits, actions, legal or administrative proceedings, claims, demands, damages, consequential damages, liabilities and expenses, inclusive of constitutional or property rights claims, arising out of or related to Inspection Agency's willful misconduct or the negligent acts, errors or omissions of Inspection Agency in the performance of this Agreement, except that City shall be solely liable for any fines resulting from its sole violations of the Municipal Regional Permit. The requirements of this Section 10.B. shall survive the termination or expiration of this Agreement.

C. City Indemnity. City shall indemnify, defend and hold harmless the Inspection Agency and District and each of them and their officers, directors, agents, and employees from and against all suits, actions, legal or administrative proceedings, claims, demands, damages, consequential damages, liabilities, and expenses, arising out of or related to the City's willful misconduct or the negligent acts, errors or omissions of the City in the performance of this Agreement. The requirements of this Section 10.C. shall survive the termination or expiration of this Agreement.

11. **Notices.** Notices required or permitted under this Agreement shall be in writing and made as follows:

If to District, to:

If to Inspection Agency, to:

If to City, to:

12. **Arbitration Dispute Resolution.** In the event of a dispute arising under this Agreement, the parties may jointly agree to submit the dispute to non-binding arbitration or mediation before a mutually agreed upon mediator or arbitrator. In the event the parties cannot agree to a mediator or an arbitrator within 30 days after a party requests arbitration by written notice to the other parties, the mediator or arbitrator may be selected by random draw, with each Party submitting one name of that party's preferred mediator or arbitrator. ~~petition of any party to the Superior Court of the County of Contra Costa.~~

13. **Amendments.** This Agreement may only be amended by written mutual agreement of the each of the parties hereto.

14. **Governing Law.** This Agreement is made and will be performed in the State of California, County of Contra Costa, and is governed by California law.

15. **Severability.** If any one or more of the terms, provisions, promises, covenants, or conditions of this Agreement were, to any extent, adjudged invalid, unenforceable, void, or voidable for any reason whatsoever by a court of competent jurisdiction, each and all of the remaining terms, provisions, priorities, covenants, and conditions of this Agreement shall not be affected and shall be valid and enforceable to the fullest extent permitted by law.

16. **Assignment.** No party shall assign any of its right, title or interest under this Agreement without the prior written consent of the other parties. Any purported assignment of any party's rights under this Agreement without written consent is void and without effect.

17. **Entire Agreement.** This Agreement contains the entire agreement between the parties and all prior understandings or agreements, oral or written, regarding this matter are superseded.

IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

CONTRA COSTA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT

Name: _____
Title: _____

_____ WASTEWATER/SANITATION DISTRICT

Name: _____
Title: _____

CITY OF _____

Name: _____
Title: _____



AGENDA BILL

Agenda Item No. 8.A.

Date: May 19, 2026
To: El Cerrito City Council
From: Shannon Bassi, Human Resources Manager, City Management
Subject: Annual Public Hearing on Vacancies, Recruitment and Retention Efforts

ACTION PROPOSED

Conduct a public hearing to receive and file a report on workforce vacancies, recruitment, and retention efforts in compliance with Assembly Bill 2561.

BACKGROUND/ANALYSIS

Assembly Bill 2561, which took effect on January 1, 2025, requires that public agencies hold at least one public hearing per fiscal year to discuss City workforce vacancies, recruitment and retention efforts for the prior calendar year. This presentation is for informational purposes only regarding the status of the City's vacancies and its recruitment and retention efforts.

AB 2561, codified as Government Code section 3502.3, was introduced to address the issue of job vacancies in local government, which can adversely impact service delivery and employee workload. Among other requirements, the bill mandates that public agencies conduct a public hearing to present the status of vacancies, recruitment, and retention efforts before the agency's governing body at least once per fiscal year. The annual hearing must be presented to the governing body prior to adoption of the following fiscal year's budget. The goal is to identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process and explore possible solutions to address obstacles.

In compliance with the new regulations, the City is required to present the following information and provide an opportunity for participation by Employee Organizations:

Vacancy Report

For the calendar year 2025, the City's annual average percentage of vacancies was 10%. The following table outlines the percentage of vacancies at the beginning of each month.

2025	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
# of Vacancies Beginning of the Month	14	15	15.8	15.8	13.8	13.8	14.8	17.8	18	19	17	19
# of Separations	1	1	2	2	0	0	1	3	1	2	2	2
# of New Hires	2	0	2	2	2	0	0	0	1	1	1	0
# of Promotions	1	1	1	0	0	0	0	0	0	0	5	0
# of Budgeted FTEs	163.8	163.8	165.3	165.3	165.3	165.3	165.3	165.3	165.3	165.3	165.3	165.3
% of Vacancies	9%	9%	10%	10%	8%	8%	9%	11%	11%	11%	10%	11%

Employee Organization Participation

Each recognized employee bargaining unit within the City must be given the opportunity to comment or present during the public hearing regarding concerns around vacancies and recruitment/retention efforts. (Gov. Code § 3502.3(b).) The Human Resources Division has notified the four represented bargaining units in the City of the opportunity to present.

Additional Reporting for High Vacancy Rates

When vacancies within a single bargaining unit meet or exceed 20% of authorized full-time positions in that bargaining unit, upon request of the recognized employee organization for that bargaining unit, the City must provide additional information during the public hearing, including the following: (1) the total number of vacancies within the bargaining unit; (2) the number of applicants; (3) the average number of days to fill positions; and (4) opportunities to improve compensation and working conditions for employees in the bargaining unit. (Gov. Code § 3502.3(c).)

For the calendar year 2025, all the City’s bargaining units were under the 20% vacancy rate, which is summarized below:

Calendar Year 2025 Annual Average Vacancy Rates	
Bargaining Group Name	Vacancy Percentage
Service Employees International Union Local 1021 (SEIU)	16%
Police Employees Association (PEA)	13%
Management and Confidential Employees	5%
United Professional Firefighters Local 1230	4%
Public Safety Management Association (PSMA)	3%

The attached presentation provides a detailed overview of the City's efforts related to recruitment and retention.

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

This section is not applicable to this agenda item.

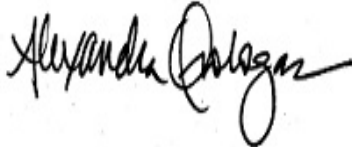
FINANCIAL CONSIDERATIONS

There is no direct fiscal impact associated with conducting the public hearing required under Government Code section 3205.3.

LEGAL CONSIDERATIONS

The City attorney has reviewed the information presented to ensure compliance with the new regulations of AB2561.

Reviewed by:



Alexandra Orologas, Assistant City Manager

Attachments:

1. Presentation



AB 2561 Presentation:

Status of the City of El Cerrito 2025 Vacancies and Recruitment/Retention Efforts

Presented By:
Shannon Bassi
Human Resources Manager
May 2026

Background

AB 2561 requires public agencies, including the City, to hold at least one (1) public hearing per year to discuss vacancies, recruitment and retention efforts. This presentation is for informational purposes only and discusses the City's legal obligations under the new law, which took effect January 1, 2025. This is the second presentation under the new legislation.

The goal is to address issues of job vacancies, which adversely affect service delivery and employee workload.

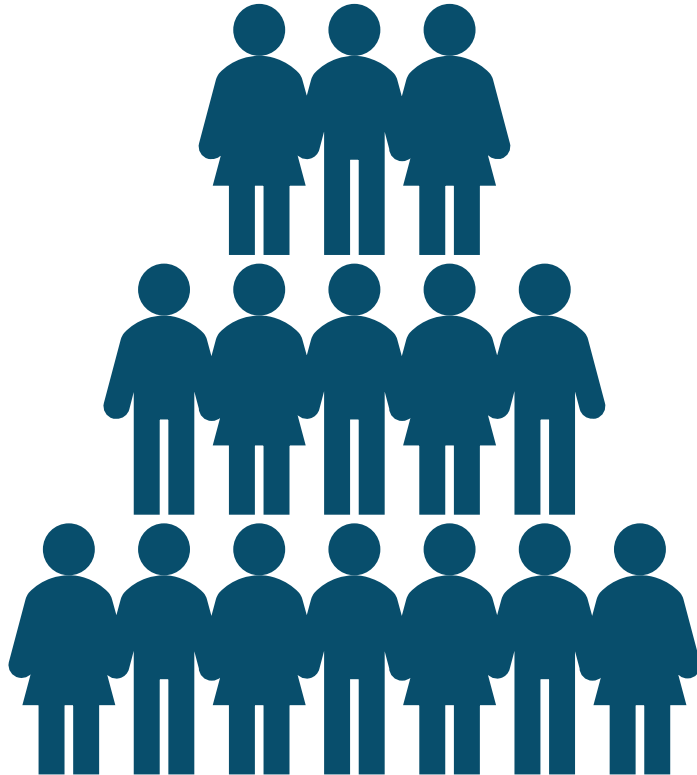


Workforce Information

Total Budgeted/Authorized Full-Time Equivalent Positions (FTE): (Excluding five City Council Member positions)

January 1, 2025: 163.8 FTE

December 31, 2025: 165.3 FTE



Services Provided To The Public By Budgeted/Authorized Workforce:

Department	Overview of City Services Performed by Staff
City Manager's Office	Administration, Communications, City Clerk, Human Resources, Information Technology
Community Development	Planning, Building, Housing, Economic Development, Sustainable Transportation
Finance	Budget, Accounting, Payroll
Fire	Fire Prevention, Operations/EMS, Code Enforcement
Police	Patrol/Traffic, Field Operations, Crime Prevention, Investigations
Public Works	Engineering, Recycling, Maintenance, Streets
Recreation	Parks, Senior/Childcare Services, Aquatics, Recreational Programs



City Wide Vacancy Information for Calendar Year 2025

- Average % of vacancies at the end of each month: **10%**
- Highest % of vacancies at the end of a month: **11%**
- Lowest % of vacancies at the end of a month: **8%**

2025	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
# of Vacancies Beginning of the Month	14	15	15.8	15.8	13.8	13.8	14.8	17.8	18	19	17	19
# of Separations	1	1	2	2	0	0	1	3	1	2	2	2
# of New Hires	2	0	2	2	2	0	0	0	1	1	1	0
# of Promotions	1	1	1	0	0	0	0	0	0	0	5	0
# of Budgeted FTEs	163.8	163.8	165.3	165.3	165.3	165.3	165.3	165.3	165.3	165.3	165.3	165.3
% of Vacancies	9%	9%	10%	10%	8%	8%	9%	11%	11%	11%	10%	11%

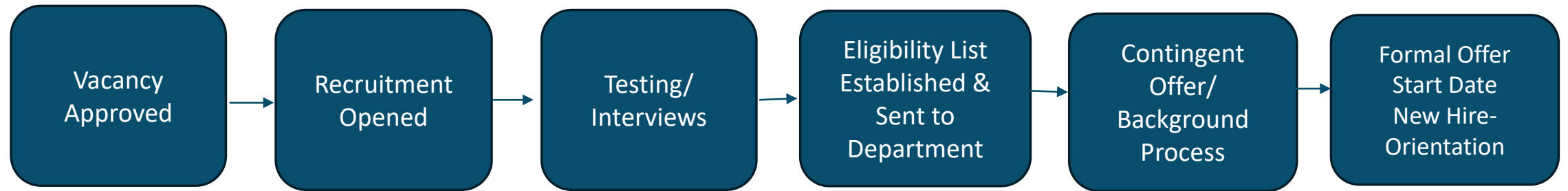


2025 Annual Average Vacancy Rates By Bargaining Unit:

Calendar Year 2025 Annual Average Vacancy Rates	
Bargaining Group Name	Vacancy Percentage
Service Employees International Union Local 1021 (SEIU)	16%
Police Employees Association (PEA)	13%
Management and Confidential Employees	5%
United Professional Firefighters Local 1230	4%
Public Safety Management Association (PSMA)	3%



Standard Recruitment Process



Recruitment Information

Recruitment Statistics for 2025:

- Total # of Vacancies this year: **24.5**
- Total # of Vacancies Filled: **14**
- Number of Vacancies Filled by:
 - Existing Eligibility List: 2
 - New Recruitment Opened: **17**
 - Promotional Recruitment: 8
- Average Number of Calendar Days to Fill Vacancies (From job posting open to formal offer): **47.5**



Hiring Issues



The City reviewed related policies, procedures, and recruitment activities to identify potential obstacles and solutions:

Obstacles

- Competitive Salaries: Salary remains a primary obstacle despite recently bringing classifications up to market through the study. Candidates' expectations are top step or above the market.
- Applicants not understanding where they are in the process and/or expected a quicker process.
- Pre-employment/background process.



Hiring Issues Continued...

The City explored possible solutions to address obstacles:

- Applied salary market adjustments where necessary to remain competitive.
- Increased communications to candidates from HR and hiring department. Included additional timeline details listed on the job posting to align expectations.
- Improved recruitment branding on job postings and the website to revamp and highlight why the City is an Employer of Choice! Engaged with the community through job fairs.
- More awareness and advertising of the City's total compensation package which is comprehensive and dynamic!



Other Recruitment Goals and Strategies



Continuously examine and expand the applicant network and reach various, diverse community groups to attract top talent.

Such as trade schools, community colleges, universities, cultural interest groups, community organizations, professional networks, attending job fairs, etc.



Streamline recruitment processes and aim to decrease the number of days to complete the recruitment process.



Continuously monitor salary and benefit offerings of comparative agencies to remain competitive and recruit top talent.



Work with departments to train and promote from within where possible.



Connecting With The Community!



2025 Retention Statistics

Total # of Vacancies Created During 2025	24.5
# of Vacancies Created by Newly Budgeted Positions within 2025	1.5
# of Vacancies Created by Internal Promotion	6
# of Vacancies Created by Internal Transfer	0
# of Vacancies Created by Retirement	6
# of Vacancies Created by Involuntary Separation	2
# of Vacancies Created by Voluntary Separation	9



QUESTIONS?





AGENDA BILL

Agenda Item No. 8.B.

Date: May 19, 2026
To: El Cerrito City Council
From: Claire Coleman, Budget/Financial Services Manager; Crystal Reams, Finance Director/City Treasurer, Finance Department
Subject: Public Hearing and Approval of Fiscal Year 2026-27 Master Fee Schedule

ACTION PROPOSED

Hold a public hearing and, upon conclusion, adopt a resolution approving the Fiscal Year 2026-27 Master Fee Schedule.

BACKGROUND

The Master Fee Schedule, which includes all City user fees, charges for services, planning and building fees, and business license tax rates, is revised annually as required by El Cerrito Municipal Code §4.01.010. Adjustments to fees and charges for service are intended to cover changes in the City's cost of providing programs and services.

During Fiscal Year 2024-25, the City contracted with Willdan to conduct a cost allocation study and a user fee study to analyze the costs and fees to propose adjustments to the City's Master Fee Schedule. The Cost Allocation Study and User Fee Study determine the total costs of different City operations and the costs of providing the programs and services listed in the Master Fee Schedule. For FY 2026-27, staff used the cost allocation and user fee models to update the calculated fees to ensure that they reflect the current costs of providing services. Since the original fee study was conducted, the City has seen significant cost increases, including higher insurance and materials costs, higher benefit costs, and new labor agreements with its unions which resulted in market adjustments to many positions in addition to cost of living increases.

The City utilized the Cost Allocation and Fee Studies and inflation statistics from the U.S. Bureau of Labor Statistics for the Western Metropolitan Area (San Francisco-Oakland-Hayward) as well as impacts from the City's labor contracts and other costs of providing services. For building permit fees, consistent with the fee program, the City used the Engineering News Construction Cost Index and Building Valuation, with a Bay Area adjuster. After the proposed changes, City fees do not exceed the costs of providing services for which the fees are charged.

The recommended changes to fees in the Master Fee schedule are proposed to bring the fees in line with the updated costs of the related programs and services. In some cases, a proposed fee may not fully cover the cost of the program or services, but maintaining a below-cost fee (subsidizing) or reducing the fee may be recommended to encourage certain types of activities and to maintain alignment with other cities and organizations that have comparable programs. Increases in fees were also analyzed to be consistent with legal restrictions and regulatory guidelines. Staff also rounded fees to the nearest .05 where appropriate to account for the sunset of the penny, especially for fees that may be paid for in cash.

Business license tax rates are adjusted annually per El Cerrito Municipal Code Chapter 4.32 based on the percent change in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) for the San Francisco-Oakland-Hayward metropolitan area, as published by the U.S. Bureau of Labor Statistics, measured from a fixed February 1988 base value of 117.0. For FY 2026-27, the CPI-W increased 1.7 percent for the 12 months ending February 2026. Gross receipts taxes under Sections 4.32.370 and 4.32.380 are excluded from this adjustment. Business License Taxes are calculated separately from other fee updates but are included in the same Master Fee Schedule.

ANALYSIS

The FY 2026-27 proposed fee changes reflect various increases and decreases, excluding fees governed by regulatory or other restrictions or allowable cost recovery recommendations. Several new fees are proposed to support new services or state mandates, including new fees that were added in October 2025 during a mid-year revision of the Master Fee Schedule. The primary adjustment factors include cost of living adjustments for City staff, inflationary impacts on the City's costs, and/or re-evaluation of costs for services through the City-wide cost allocation plan study and the user fee study conducted by Willdan on behalf of the City.

Department staff have identified adjustments to several fees beyond the otherwise routine updates:

1. **Public Works - Tree Planting Fees.** The Public Works Department recommends reducing the Street Tree Planting by Property Owner fee by 50 percent to \$294 and the New Street Tree Planting and Related Work by City fee by 50 percent to \$698. These fees increased significantly in FY 2025-26, by 803 percent and 267 percent, respectively, as part of a pilot to assess resident willingness to pay at full cost recovery levels. No residents pursued tree planting permits during FY 2025-26, suggesting the fees present a barrier to participation. The proposed reductions are intended to encourage tree planting activity consistent with City policy goals reflected in the Climate Action and Adaptation Plan (CAAP), Urban Greening Plan (UGP), Urban Forest Management Plan (UFMP), and the San Pablo Avenue Specific Plan.

2. **Public Works - Recycling Center Bulk Drop-Off.** The Public Works Department recommends increasing the bulk drop-off fee from \$8.25 per cubic yard to \$20.00 per cubic yard, and expanding the eligible materials list to include metals and electronics. The current fee does not adequately reflect the labor and operational costs associated with bulk drop-off events, which require staff to set up and break down boxes and pallets, monitor incoming materials to prevent improper disposal, and manage post-event cleanup. The Recycling Center has also seen increased volumes of bulk metals and electronics deliveries. The proposed fee would apply to drop-offs of one cubic yard or more (approximately 26 bankers boxes), with a \$20.00 minimum charge. Eligible materials would include cardboard, paper, books, magazines, newspaper, metals, and electronics. The Recycling Center is continuing its curbside recycling pickup program, which allows residents and business to schedule one free annual pick-up on demand for bulk recyclables or one large or three small e-waste items.
3. **Police - Concealed Carry Weapon Permit Fees.** The Police Department proposes adjusting Concealed Carry Weapon (CCW) permit fees. Through process improvements and operational efficiencies, the Police Department has reduced the staff time required to process CCW permits, resulting in lower calculated costs. The Department also recommends adding two new fees for permit renewal and duplicate/modification.
4. **Police - Overtime Hourly Rates for Corporal and Cadet.** Staff identified data entry errors in the current-year adopted fees for two Police Department hourly positions, Police Corporal overtime and Cadet overtime, which were recorded at rates significantly below their calculated fully burdened cost. The proposed fees reflect the correct fully burdened rates derived from the City's Cost Allocation Study, consistent with all other Police Department hourly classifications.
5. **Planning - Inclusionary Monitoring.** The Community Development Department reevaluated the process and identified efficiencies to decrease two of the Inclusionary Housing-related fees. Staff note that no inclusionary units have been generated since the applicable ordinance was adopted in 2018 and fees may be readjusted in future fee schedule updates after inclusionary units are built and staff gain more knowledge of the associated costs.
6. **Building - ADU Amnesty Fees.** The Community Development Department recommends subsidizing fees related to the Accessory Dwelling Unit (ADU) Amnesty Program, which was established in accordance with Assembly Bill 2533 to provide a streamlined legalization pathway for unpermitted ADUs. The subsidy is intended to keep costs accessible for homeowners and encourage participation in the program, supporting life safety compliance and reducing liability risks associated with unpermitted units.
7. **Recreation - Overnight Camps.** The Recreation Department recommends removing overnight camp fees from the fee schedule, as they are determined by the Sonoma County Family YMCA, the City's partner, and collected only as pass-through fees. Future recreation guides will still provide information about these fees, but they do not require City Council adoption because they are not City fees.

8. **Recreation - Swim Center.** The Recreation Department recommends increasing the fitness swim drop-in fee by \$1.00 while adding a \$1.00 resident discount, keeping the cost to residents the same as in previous years. This approach addresses El Cerrito's drop-in rates being the highest in the area, helping ensure residents choose their local pool over what might be more affordable neighboring facilities.

Staff also noted a required update to the City's business license tax exemption threshold. Under Municipal Code section 4.32.080, the City exempts businesses from paying a business license tax if they earn gross receipts lower than \$8,300, to be adjusted annually for inflation. Staff identified that the exemption threshold had not been updated historically along with the fee schedule, and recommend updating it to the current inflation-adjusted total of \$15,693. This change will increase the number of businesses who are eligible for an exemption from paying the business license tax. Businesses who may qualify under this exemption must still apply for a business license, but staff may determine that the applicant qualifies for the exemption on the basis of their gross receipts being under the established threshold.

Attachment 1, FY 2026-27 Proposed Master Fee Schedule, details all of the proposed fee changes, other adjustments, or movement/relocation of fees to other fee sub-categories.

STRATEGIC PLAN CONSIDERATIONS

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

- *High Performing Organization* by allowing the City to ensure that revenue meets the cost of providing services.

ENVIRONMENTAL CONSIDERATIONS

This section is not applicable to this agenda item.

FINANCIAL CONSIDERATIONS

The estimated revenue generated by the proposed updates to fees, charges for service, and business license taxes will be included in the City's FY 2026-27/FY 2027-28 Proposed Budget for the City Council's consideration in June.

LEGAL CONSIDERATIONS

All fees listed in the Master Fee Schedule will become effective July 1, 2026, on the first day of the new fiscal year, except for Development Fees, which will become effective 60 days after approval of this schedule, and some Swim Center, Day Camp, and Preschool Fees, which will become effective August 24, 2026.

Pursuant to California Government Code §66018(a), the City is required to conduct a public hearing prior to adopting Planning, Building, and some other new fees or fee increases. Notification of this public hearing was completed in accordance with State law and the El Cerrito Municipal Code. Notice was emailed to individual/entities that have previously requested to be notified regarding development fees on May 6, 2026; and published in the West County Times, a subsidiary of East Bay Times Newspaper Group, on May 9, 2026, and May 15, 2026.

Reviewed by:

A handwritten signature in black ink, appearing to read "Alexandra Orologas". The signature is fluid and cursive, with a long horizontal stroke at the end.

Alexandra Orologas, Assistant City Manager

Attachments:

1. Resolution
2. Exhibit A to Resolution

RESOLUTION 2026-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO ADOPTING REVISIONS TO THE MASTER FEE SCHEDULE FOR FISCAL YEAR 2026-27

WHEREAS, El Cerrito Municipal Code Section 4.01.010 requires that prior to July 1st of each year, the City Council shall consider and adopt the schedule of all general and special fees and charges to be known as the Master Fee Schedule; and

WHEREAS, the City Council desires to update currently established fees to cover City costs, including inflation, which form the basis for the majority of the changes in keeping with City Council policy direction. After proposed adjustments, the fee amounts will not exceed the City's costs of providing the services for which the fees are charged; and

WHEREAS, utilizing a rounding factor provides ease to our customers and our staff in the payment of these fees; and

WHEREAS, the City's Municipal Code requires that Business License Taxes be revised based on the percent change from the February 1988 figure of 117.0 in the Revised Consumer Price Index for Urban Wage Earners and Clerical Workers for the San Francisco-Oakland Bay Area as published by the Department of Labor for the month of February prior to the fiscal year in which the rate adjustment is applicable; and

WHEREAS, adjustments to market-driven fees and service charges consider factors to keep those fees and charges comparable to those charged by entities providing similar services; and

WHEREAS, a public hearing has been noticed and held in accordance with Government Code Sections 6062a, 66016, 66017 and 66018.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that it hereby adopts the fees and services charges in the Proposed Master Fee Schedule for the City of El Cerrito, attached hereto as Exhibit A, for FY2026-27.

BE IT FURTHER RESOLVED that the City Council of the City of El Cerrito hereby confirms the adjustments to the Business License Tax rates, also as appearing in the Master Fee Schedule.

BE IT FURTHER RESOLVED that the fees, charges, and taxes in the Proposed Master Fee Schedule will become effective on July 1, 2026, except for Development Fees, which will become effective 60 days after approval of this resolution, and Swim Center, Day and Overnight Camps, and Preschool Fees, which will become effective on August 24, 2026.

I CERTIFY that at a regular meeting on May 19, 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:

Gabe Quinto, Mayor

City of El Cerrito - User Fee Study
Fully Burdened Hourly Rate Calculation

Department	Title	S&B Hourly			Fully Burdened
		Rate	Direct %	Indirect %	Hourly Rate
101: Community Development	CD - Associate Planner	\$104.04	22%	31%	\$166.41
101: Community Development	CD - Building Inspector II	\$114.47	22%	31%	\$183.10
101: Community Development	CD - Building Official	\$148.08	22%	31%	\$236.87
101: Community Development	CD - Community Development Director	\$224.06	22%	31%	\$358.40
101: Community Development	CD - Management Assistant	\$90.79	22%	31%	\$145.23
101: Community Development	CD - Neighborhood Presv Program Coord	\$109.34	22%	31%	\$174.90
101: Community Development	CD - Permit Technician I	\$89.95	22%	31%	\$143.88
101: Community Development	CD - Permit Technician II	\$94.25	22%	31%	\$150.76
101: Community Development	CD - Plan Checker II	\$114.47	22%	31%	\$183.10
101: Community Development	CD - Planning Manager	\$173.18	22%	31%	\$277.01
101: Community Development	CD - Senior Planner	\$138.24	22%	31%	\$221.12
101: Community Development	CD - Senior Program Manager	\$140.91	22%	31%	\$225.40
101: City Clerk	Clerk - City Clerk	\$203.64	8%	0%	\$219.68
101: City Clerk	Clerk - Management Assistant	\$79.94	8%	0%	\$86.23
101: City Manager	CM - Assistant City Manager	\$245.38	6%	0%	\$261.19
101: City Manager	CM - Assistant to the City Manager	\$169.20	6%	0%	\$180.11
101: City Manager	CM - City Manager	\$277.28	6%	0%	\$295.15
101: Finance Department	Finance - Accountant I	\$89.93	10%	0%	\$98.73
101: Finance Department	Finance - Budget/Financial Services Mngr	\$177.87	10%	0%	\$195.27
101: Finance Department	Finance - Finance Director/City Treasurer	\$200.44	10%	0%	\$220.05
101: Finance Department	Finance - Senior Accountant	\$132.51	10%	0%	\$145.47
101: Finance Department	Finance - Senior Finance Technician	\$99.00	10%	0%	\$108.69
101: Fire	Fire - Battalion Chief	\$269.65	10%	18%	\$348.01
101: Fire	Fire - Battalion Chief/Paramedic	\$296.16	10%	18%	\$382.22
101: Fire	Fire - Fire Captain	\$193.70	10%	18%	\$249.99
101: Fire	Fire - Fire Captain/Paramedic Assign	\$212.61	10%	18%	\$274.39
101: Fire	Fire - Fire Captain/Paramedic Assign/FPO	\$233.87	10%	18%	\$301.83
101: Fire	Fire - Fire Chief	\$294.62	10%	18%	\$380.24
101: Fire	Fire - Fire Engineer	\$163.89	10%	18%	\$211.51
101: Fire	Fire - Fire Engineer/Paramedic Assign	\$179.51	10%	18%	\$231.68
101: Fire	Fire - Firefighter	\$133.95	10%	18%	\$172.87
101: Fire	Fire - Firefighter/Paramedic Assignment	\$154.39	10%	18%	\$199.25
101: Fire	Fire - Public Safety Executive Asst	\$98.99	10%	18%	\$127.75
101: Fire	Fire - Senior Program Manager	\$146.65	10%	18%	\$189.27
202: Nat'l Pollut Dis Elim Sys	Fund 202 - Administrative Assistant I	\$39.84	19%	22%	\$57.93
202: Nat'l Pollut Dis Elim Sys	Fund 202 - Associate Engineer	\$144.30	19%	22%	\$209.85
202: Nat'l Pollut Dis Elim Sys	Fund 202 - Engineering Technician II	\$84.66	19%	22%	\$123.12
202: Nat'l Pollut Dis Elim Sys	Fund 202 - Lead Maintenance Svcs Worker	\$103.28	19%	22%	\$150.19
202: Nat'l Pollut Dis Elim Sys	Fund 202 - Maintenance Ops Supervisor	\$122.17	19%	22%	\$177.67
202: Nat'l Pollut Dis Elim Sys	Fund 202 - Maintenance Services Worker II	\$83.82	19%	22%	\$121.89
202: Nat'l Pollut Dis Elim Sys	Fund 202 - Management Assistant	\$78.72	19%	22%	\$114.48
202: Nat'l Pollut Dis Elim Sys	Fund 202 - Ops and Environmental Svcs Mgr	\$134.08	19%	22%	\$194.99
202: Nat'l Pollut Dis Elim Sys	Fund 202 - Program Manager	\$128.26	19%	22%	\$186.52
202: Nat'l Pollut Dis Elim Sys	Fund 202 - Public Works Director/City Eng	\$244.67	19%	22%	\$355.81
203: Land & Light Assess Distr	Fund 203 - Custodian	\$54.85	23%	24%	\$83.71
203: Land & Light Assess Distr	Fund 203 - Lead Maintenance Svcs Worker	\$103.28	23%	24%	\$157.62
203: Land & Light Assess Distr	Fund 203 - Maintenance Ops Supervisor	\$122.17	23%	24%	\$186.46
203: Land & Light Assess Distr	Fund 203 - Maintenance Services Worker II	\$83.82	23%	24%	\$127.93
203: Land & Light Assess Distr	Fund 203 - Program Manager	\$128.26	23%	24%	\$195.75
101: Information Systems Div	IS - Information Tech Specialist	\$119.08	7%	0%	\$127.64
101: Information Systems Div	IS - Information Technology Manager	\$197.93	7%	0%	\$212.15
101: Information Systems Div	IS - Network Security Engineer	\$112.93	7%	0%	\$121.05
501: Integrated Waste Mgmt	IWM - Administrative Assistant I	\$39.84	25%	25%	\$62.26
501: Integrated Waste Mgmt	IWM - Administrative Assistant II	\$75.43	25%	25%	\$117.88
501: Integrated Waste Mgmt	IWM - Assistant City Manager	\$245.38	25%	25%	\$383.48
501: Integrated Waste Mgmt	IWM - City Manager	\$277.28	25%	25%	\$433.33
501: Integrated Waste Mgmt	IWM - Environmental Specialist	\$92.44	25%	25%	\$144.47
501: Integrated Waste Mgmt	IWM - Lead Maintenance Svcs Worker	\$103.28	25%	25%	\$161.40
501: Integrated Waste Mgmt	IWM - Maintenance Ops Supervisor	\$122.17	25%	25%	\$190.93
501: Integrated Waste Mgmt	IWM - Maintenance Services Worker II	\$83.82	25%	25%	\$130.99

City of El Cerrito - User Fee Study
Fully Burdened Hourly Rate Calculation

Department	Title	S&B Hourly			Fully Burdened
		Rate	Direct %	Indirect %	Hourly Rate
501: Integrated Waste Mgmt	IWM - Management Analyst III	\$114.66	25%	25%	\$179.18
501: Integrated Waste Mgmt	IWM - Management Assistant	\$78.72	25%	25%	\$123.02
501: Integrated Waste Mgmt	IWM - Ops and Environmental Svcs Migr	\$134.08	25%	25%	\$209.54
501: Integrated Waste Mgmt	IWM - Public Works Director/City Eng	\$244.67	25%	25%	\$382.36
501: Integrated Waste Mgmt	IWM - Recycling Operations Driver	\$93.32	25%	25%	\$145.84
501: Integrated Waste Mgmt	IWM - Recycling Operations Supv	\$108.59	25%	25%	\$169.71
501: Integrated Waste Mgmt	IWM - Recycling Operations Worker	\$80.33	25%	25%	\$125.54
101: Police	Police - Community Service Officer	\$93.61	6%	21%	\$120.32
101: Police	Police - Police Captain	\$246.43	6%	21%	\$316.74
101: Police	Police - Police Chief	\$320.72	6%	21%	\$412.22
101: Police	Police - Police Corporal	\$165.35	6%	21%	\$212.52
101: Police	Police - Police Lieutenant	\$273.07	6%	21%	\$350.98
101: Police	Police - Police Officer	\$131.25	6%	21%	\$168.69
101: Police	Police - Police Officer - Det Assign	\$142.41	6%	21%	\$183.04
101: Police	Police - Police Officer - Traffic	\$143.57	6%	21%	\$184.53
101: Police	Police - Police Records Specialist	\$83.05	6%	21%	\$106.75
101: Police	Police - Police Records Supervisor	\$116.47	6%	21%	\$149.70
101: Police	Police - Police Sergeant	\$210.61	6%	21%	\$270.69
101: Police	Police - Police Sergeant - Admin	\$230.00	6%	21%	\$295.62
101: Police	Police - Property and Evidence Specialist	\$113.56	6%	21%	\$145.96
101: Police	Police - Public Safety Executive Asst	\$90.82	6%	21%	\$116.73
101: Police	Police - Senior Police Records Specialist	\$83.87	6%	21%	\$107.80
101: Public Works	PW - Associate Engineer	\$124.93	11%	46%	\$200.91
101: Public Works	PW - Engineering Technician II	\$84.66	11%	46%	\$136.14
101: Public Works	PW - Management Assistant	\$77.20	11%	46%	\$124.15
101: Public Works	PW - Public Works Director/City Eng	\$244.67	11%	46%	\$393.46
101: Public Works Maintenance	PW Maint - Lead Maintenance Svcs Worker	\$103.28	42%	0%	\$147.04
101: Public Works Maintenance	PW Maint - Maintenance Ops Supervisor	\$122.17	42%	0%	\$173.94
101: Public Works Maintenance	PW Maint - Maintenance Services Worker II	\$79.30	42%	0%	\$112.91
101: Public Works Maintenance	PW Maint - Management Analyst III	\$114.66	42%	0%	\$163.24
101: Public Works Maintenance	PW Maint - Public Works Director/City Eng	\$244.67	42%	0%	\$348.35
101: Recreation	Rec - Administrative Assistant II	\$81.99	15%	29%	\$121.93
101: Recreation	Rec - Assistant Recreation Supervisor	\$79.23	15%	29%	\$117.82
101: Recreation	Rec - Childcare Teacher II	\$72.39	15%	29%	\$107.65
101: Recreation	Rec - Custodian	\$74.23	15%	29%	\$110.39
101: Recreation	Rec - Recreation Coordinator	\$82.03	15%	29%	\$121.99
101: Recreation	Rec - Recreation Director	\$211.47	15%	29%	\$314.49
101: Recreation	Rec - Recreation Supervisor	\$133.31	15%	29%	\$198.26
101: Recreation-Custodial Services	Rec Custodial - Custodian	\$68.61	26%	0%	\$86.13
101: Recreation-Custodial Services	Rec Custodial - Lead Custodian	\$69.78	26%	0%	\$87.60
101: Recreation-Custodial Services	Rec Custodial - Recreation Supervisor	\$139.81	26%	0%	\$175.51

Part Time/Contract Positions

101: Recreation	Childcare Aide	\$24.56	15%	29%	\$36.52
101: Recreation	Childcare Teacher I	\$27.77	15%	29%	\$41.30
101: Recreation	Childcare Teacher II	\$29.86	15%	29%	\$44.40
101: Public Works Maintenance	Maintenance Services Worker I	\$61.12	42%	0%	\$87.03
101: Recreation-Custodial Services	PT Custodian	\$30.57	26%	0%	\$38.38
501: Integrated Waste Mgmt	Recycling Operations Worker	\$30.48	25%	25%	\$47.64
101: Recreation	Van Driver II	\$28.64	15%	29%	\$42.59
101: Police	Police Recruit	\$61.54	6%	21%	\$79.10
101: Recreation	Lifeguard I	\$23.97	15%	29%	\$35.65
101: Recreation	Lifeguard II	\$25.17	15%	29%	\$37.43
101: Recreation	Recreation Leader I	\$24.09	15%	29%	\$35.82
101: Recreation	Recreation Leader II	\$25.29	15%	29%	\$37.62
101: Recreation	Recreation Leader III	\$27.82	15%	29%	\$41.37
101: Recreation	Recreation Leader IV	\$68.01	15%	29%	\$101.15
101: Recreation	Van Driver I	\$25.94	15%	29%	\$38.58
101: Recreation	Aquatics Assistant I	\$22.26	15%	29%	\$33.10

City of El Cerrito - User Fee Study
Fully Burdened Hourly Rate Calculation

Department	Title	S&B Hourly			Fully Burdened
		Rate	Direct %	Indirect %	Hourly Rate
101: Recreation	Aquatics Assistant II	\$22.82	15%	29%	\$33.94
101: Recreation	Aquatics Instructor I	\$28.50	15%	29%	\$42.38
101: Recreation	Aquatics Instructor II	\$29.93	15%	29%	\$44.51
101: Recreation	Aquatics Instructor III	\$43.35	15%	29%	\$64.48
101: Recreation	Facility Attendant	\$25.17	15%	29%	\$37.43
101: Recreation	Pool Manager	\$31.43	15%	29%	\$46.73
101: Recreation	Senior Lifeguard	\$26.43	15%	29%	\$39.30
	City Attorney	\$455.26			\$455.26

Citywide Services

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
1	Printing, Reproduction, Documents						
2	Photocopies						
3	Photocopies (11x17 or smaller)	\$0.10	per page	\$0.10	0%	\$0.10	\$0.00
4	Retrieval fee for Campaign Statements older than 5 years	\$5.00	per request	NA	NA	\$5.00	\$0.00
5	Photocopies (11x17 or larger)	\$2.05	per page	\$2.05	0%	\$2.05	\$0.00
6	Agenda Packet Printed Copy	N/A	actual cost	actual cost	0%	Actual cost	New
7	Maps						
8	City Maps (First sheet includes search and restock cost per original searched.)	\$3.37	each	NA	NA	\$3.80	\$0.43
9	Special Studies Maps, 11" x 17"	\$5.62	each	NA	NA	\$5.80	\$0.18
10	Special Studies Maps, 36" x 54"	\$43.87	each	NA	NA	\$45.00	\$1.13
11	Subpoena Duces Tecum						
12	per CA Evidence Code §1563	Based on Code		NA	NA	Based on Code	\$0.00
13	Miscellaneous Services and Charges						
14	Notary, Certification, Legal and Special Services						
15	Notary Services (Set by Calif. Secretary of State)	\$15.00	per signature	NA	NA	\$15.00	\$0.00
16	City Clerk Document Certification	\$15.00	each	\$25.63	41%	\$15.00	\$0.00
17	Legal Fees—Recovery of legal costs in lawsuits and other instances when the City could be entitled to reimbursement of legal costs.	Actual cost	labor and overhead	NA	NA	Actual cost	\$0.00
18	Finance Charges						
19	Finance Charge on fees remaining unpaid for a period exceeding 30 days (unless the ordinance establishing the fee provides for a penalty in a different amount)	1.5% per month	unpaid balance	NA	NA	1.5% per month	\$0.00
20	Returned Check Fee	First Check \$25/\$35 Additional Check	per check	NA	NA	First Check \$25/\$35 Additional Check	\$0.00
21	Duplicate Business License Certificate	\$15.27	per copy	\$17.41	2%	\$17.00	\$1.73

Citywide Services

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
22	Credit Card Transaction Fee	Actual cost	per transaction	NA	NA	Actual cost	\$0.00
23	Parking Permits						
24	1 to 3-year cycles	\$68.00	per year	\$72.59	1%	\$72.00	\$4.00
25	14-day Temporary Parking Permit	\$68.00	each	\$72.59	1%	\$72.00	\$4.00
26	Replacement Parking Permit	\$68.00	each	\$72.59	1%	\$72.00	\$4.00
27	Use of Council Chambers (Government Agencies Only)	\$50.00	per meeting	\$64.62	23%	\$50.00	\$0.00
28	Use of Council Chambers with Technology/AV Support	\$165.00	per meeting	\$207.23	20%	\$165.00	\$0.00
29	Tobacco Retailer License Program Fees						
30	Tobacco retailer license (initial license and renewal)	\$590.00	Per location	\$679.54	0%	\$679.00	\$89.00
31	Re-inspection fee (for non-compliant businesses)	Actual cost	Hourly	NA	NA	Actual cost	\$0.00
32	Rent Registry						
33	Rent Registry	\$49.00	per unit	\$50.98	2%	\$50.00	\$1.00
34	Election Related Filing Fees						
35	Citizen Initiative Petition Filing Fee (refunded if petition qualifies within one year of filing)	\$200.00	per filing	NA	NA	\$200	\$0.00
36	Code Enforcement						
37	Administration Citation Fee	\$183.00		\$205.45	0%	\$205.00	\$22.00
38	Title Report	Actual Cost +10%	each	NA	NA	Actual Cost +10%	
39	Inspection Warrant	\$1,146.00	each	\$1,311.74	0%	\$1,311.00	\$165.00
40	Abatement Warrant	\$1,299.00	each	\$1,486.64	0%	\$1,486.00	\$187.00
41	Lien and Special Assessment	\$611.00	each	\$699.59	0%	\$699.00	\$88.00
42	Release of Recordation	\$305.00	each	\$349.80	0%	\$349.00	\$44.00
43	Recording of Pendency Action	\$305.00	each	\$349.80	0%	\$349.00	\$44.00
44	Re-inspections (non-compliant parcel)	\$152.00	each	\$174.90	1%	\$174.00	\$22.00

BUSINESS LICENSE

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
1	Business Enrollment	\$98.00	per license	\$100.51	1%	\$100.00	\$2.00
2	Business License Renewal	\$35.00	per license	\$36.46	1%	\$36.00	\$1.00
3	Accessibility Compliance and Education Fee	\$4.00	per license	NA	NA	\$4.00	\$0.00
4	Admin Delinquent Business License Collection Fee	\$47.00	Per license	\$51.59	1%	\$51.00	NA
5	Business Name Change	\$28.00	Per license	\$29.05	0%	\$29.00	NA
6	Business Exemption Threshold	\$8,300.00	Per license	NA	NA	\$15,693.00	\$7,393.00

PLANNING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
1	San Pablo Avenue Specific Plan Design Review						
2	Tier 1 Residential and Non-Residential Projects (includes signs)	\$3,027.00	each	\$3,294.71	0%	\$3,294.00	\$267.00
3	Tier 1 Permanent Signs	\$772.00	each	\$876.77	0%	\$876.00	\$104.00
4	Tier 1 Sidewalk Sign Permit (only)	\$219.00	each	\$256.28	0%	\$256.00	\$37.00
5	Tier 1 Temporary Signs and/or Banners	\$122.00	each	\$155.82	1%	\$155.00	\$33.00
6	Tier 1/AUP Sidewalk Seating (off ROW)	\$728.00	each	\$813.10	0%	\$813.00	\$85.00
7	Outdoor Dining and Retail Permit	\$446.00	each	\$513.49	0%	\$513.00	\$67.00
8	Tier 1 - Minor	\$1,273.00	each	\$1,408.17	0%	\$1,408.00	\$135.00
9	Tier 2 Residential and Non Res Projects - Up to 2,500 sqft	\$5,392.00	each	\$5,888.64	0%	\$5,888.00	\$496.00
10	Tier 3 Residential and Non Res Projects - Up to 2,500 sqft	\$5,046.00	each	\$5,501.10	0%	\$5,501.00	\$455.00
11	Tier 2 Residential and Non Res Projects - 2,501 - 10,000 sqft	\$12,013.00	each	\$13,258.34	0%	\$13,258.00	\$1,245.00
12	Tier 3 Residential and Non Res Projects - 2,501 - 10,000 sqft	\$11,667.00	each	\$12,829.61	0%	\$12,829.00	\$1,162.00
13	Tier 2 Residential and Non Res Projects - 10,001 – 40,000 sqft	\$17,972.00	each	\$19,876.63	0%	\$19,876.00	\$1,904.00
14	Tier 3 Residential and Non Res Projects - 10,001 – 40,000 sqft	\$16,742.00	each	\$18,497.50	0%	\$18,497.00	\$1,755.00
15	Tier 2 Residential and Non Res Projects - 40,001 – 100,000 sqft	\$25,542.00	each	\$28,245.55	0%	\$28,245.00	\$2,703.00
16	Tier 3 Residential and Non Res Projects - 40,001 – 100,000 sqft	\$24,298.00	each	\$26,862.93	0%	\$26,862.00	\$2,564.00
17	Tier 2 Residential and Non Res Projects - 100,001+ sqft base fee	\$25,542.00	after base fee hours are depleted, project goes to hourly rate	\$28,245.55	0%	\$28,245.00	\$2,703.00
18	Tier 3 Residential and Non Res Projects - 100,001+ sqft base fee	\$24,710.00	after base fee hours are depleted, project goes to hourly rate	\$27,319.15	0%	\$27,319.00	\$2,609.00
19	Tier 4 Residential and Non Res Projects - Up to 10,000 sqft	\$14,029.00	each	\$15,373.28	0%	\$15,373.00	\$1,344.00
20	Tier 4 Residential and Non Res Projects - 10,001 – 40,000 sqft	\$17,660.00	each	\$22,740.10	0%	\$22,740.00	\$5,080.00
21	Tier 4 Residential and Non Res Projects - 40,001 – 100,000 sqft	\$26,874.00	each	\$29,680.30	0%	\$29,680.00	\$2,806.00

PLANNING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
22	Tier 4 Residential and Non Res Projects - 100,001 + sqft base fee plus	\$29,834.00	each	\$32,997.09	0%	\$32,997.00	\$3,163.00
23	Environmental Review - Specific Plan Environmental Check List and Initial Study	30%		NA	NA	30%	0%
24	Environmental Review - Categorical Exemption	\$446.00	each	\$499.24	0%	\$499.00	\$53.00
25	Environmental Review - Administrative Fee for consultant prepared environmental documents and special studies	30%		NA	NA	30%	0%
26	Pre-Application Review Meeting with Staff	\$0.00	each	\$4,801.03	100%	\$0.00	\$0.00
27	Pre-Application Study Session with Planning Commission or Design Review Board	\$5,180.00	each	\$5,684.41	0%	\$5,684.00	\$504.00
28	Pre-Application Review by Staff	\$1,921.00	each	\$2,047.41	0%	\$2,047.00	\$126.00
29	Specific Plan Clearance Review	New	each	\$2,674.82	0%	\$2,674.00	New
30	General Plan and Zoning Ordinance						
31	General/Specific Plan and/or Amendment	\$27,817.00	each	\$30,882.64	0%	\$30,882.00	\$3,065.00
32	Zoning Amendment	\$27,817.00	each	\$30,882.64	0%	\$30,882.00	\$3,065.00
33	Subdivisions and Lot Adjustments						
34	Tentative Parcel Map 1-4 lots	\$10,979.00	each	\$11,917.63	0%	\$11,917.00	\$938.00
35	Tentative Tract Map 5-10 lots	\$16,592.00	each	\$17,921.44	0%	\$17,921.00	\$1,329.00
36	Tentative Tract Map 11-25 lots	\$20,606.00	each	\$22,275.92	0%	\$22,275.00	\$1,669.00
37	Tentative Tract Map 26+ lots (base fee for 25 lot map + fee for additional lots over 25)	\$942.00	per lot	\$1,009.00	0%	\$1,009.00	\$67.00
38	Final Map 1-4 lots	\$7,665.00	each	\$8,302.56	0%	\$8,302.00	\$637.00
39	Final Map 5+ lots	\$10,409.00	each	\$11,262.56	0%	\$11,262.00	\$853.00
40	Exception to Subdivision Ordinance	\$6,023.00	each	\$6,492.21	0%	\$6,492.00	\$469.00
41	Lot Line Adjustment or Lot Merger	\$7,552.00	each	\$8,145.96	0%	\$8,145.00	\$593.00
42	Certificate of Compliance	\$7,063.00	each	\$7,511.81	0%	\$7,511.00	\$448.00
43	Planned Development						
44	Planned Development	\$49,914.00	each	\$53,754.16	0%	\$53,754.00	\$3,840.00
45	Development Agreement	\$56,001.00	each	\$59,934.97	0%	\$59,934.00	\$3,933.00
46	Development Fees						
47	Incentives Program Permit (Staff and Design Review Board review prior to application for Planning Commission action, does not include Use Permit Fee)	\$15,892.00	each	\$17,595.09	0%	\$17,595.00	\$1,703.00

PLANNING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
48	Accessory Dwelling Unit Permit	\$950.00	each	\$1,052.08	0%	\$1,052.00	\$102.00
49	SB 9 Compliance Review for Proposed New Units	\$2,209.00	each	\$2,465.99	0%	\$2,465.00	\$256.00
50	Home Occupation Permit	\$122.00	each	\$155.82	1%	\$155.00	\$33.00
51	Zoning Clearance (Commercial)	\$724.00	each	\$804.16	0%	\$804.00	\$80.00
52	Individual Business Sign Permit (as part of Master Sign Program)	\$98.00	each	\$110.56	1%	\$110.00	\$12.00
53	Preliminary Review of Multi-Story Single Family Construction (RAD)	\$1,561.00	each	\$2,148.78	0%	\$2,148.00	\$587.00
54	Unspecified or Research - hourly	\$237.00	per hour	\$263.02	0%	\$263.00	\$26.00
55	Rebuild or Interpretation Letter	\$1,018.00	each	\$1,134.69	0%	\$1,134.00	\$116.00
56	Fence Clearance	\$135.00	each	\$152.16	0%	\$152.00	\$17.00
57	Residential Chicken Clearance	\$98.00	each	\$110.56	1%	\$110.00	\$12.00
58	Honeybee Keeping Clearance	\$195.00	each	\$238.45	0%	\$238.00	\$43.00
59	Goat Weed Abatement Permit	\$98.00	each	\$110.56	1%	\$110.00	\$12.00
60	Unanimous Neighbor Consent Exception for Chickens and Bees	\$146.00	each	\$183.17	0%	\$183.00	\$37.00
61	Zoning Information Form/Questionnaire	\$73.00	each	\$91.59	1%	\$91.00	\$18.00
62	Permit Amendment/Time Extension	1/2 of current fee	each	NA	NA	1/2 of current fee	\$0.00
63	Appeals - by non-applicant resident	\$608.00	each	\$8,497.76	92%	\$669.00	\$61.00
64	Appeals - by applicant or non-resident	1/2 of current fee	each	NA	NA	1/2 of current fee	\$0.00
65	Community Development Director	\$309.00	per hour	\$358.40	0%	\$358.00	\$49.00
66	Planning Manager	\$258.00	per hour	\$277.01	0%	\$277.00	\$19.00
67	Senior Planner	\$197.00	per hour	\$221.12	0%	\$221.00	\$24.00
68	Associate Planner	\$148.00	per hour	\$166.41	0%	\$166.00	\$18.00
69	Assistant Planner	\$101.00	per hour	NA	NA	\$101.00	\$0.00
70	Massage Operator's Permit	\$425.00	each	\$470.76	0%	\$470.00	\$45.00
71	Massage Operator's Permit Renewal	\$74.00	each	\$83.21	0%	\$83.00	NA
72	Cannabis Operating Permit	As needed to cover the cost of application	Deposit account	NA	NA	As needed to cover the cost of application	\$0.00
73	Inclusionary Zoning						
74	Inclusionary Zoning In-lieu Fee - 9 or more rental units	\$21.00	per habitable square foot	NA	NA	\$21.00	\$0.00
75	Inclusionary Zoning In-lieu Fee - 10 or more "for sale" units	\$26.00	per habitable square foot	NA	NA	\$26.00	\$0.00

PLANNING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
76	Inclusionary Zoning In-lieu Fee for combined rental and "for sale" projects	To be determined by City Staff based on square footage of each type	To be determined by City Staff based on square footage of each type.	NA	NA	To be determined by City Staff based on square footage of each type	\$0.00
77	Inclusionary Monitoring: Rental	\$1,733.00	annually per project	\$1,803.19	0%	\$1,803.00	\$70.00
78	Inclusionary Monitoring: Ownership	\$2,888.00	annually per project	\$1,803.19	0%	\$1,803.00	-\$1,085.00
79	Inclusionary Housing Agreement	\$808.00	per project	\$680.66	0%	\$680.00	-\$128.00
80	Design Review and Signs						
81	Residential - 1 unit	\$2,320.00	each	\$2,573.32	0%	\$2,573.00	\$253.00
82	Residential - Minor	\$1,278.00	each	\$1,408.44	0%	\$1,408.00	\$130.00
83	Residential - 2 - 4 units	\$4,398.00	each	\$5,799.42	0%	\$5,799.00	\$1,401.00
84	Residential - 5 - 10 units	\$7,683.00	each	\$8,491.04	0%	\$8,491.00	\$808.00
85	Residential - 11+ units	\$10,442.00	each	\$11,476.84	0%	\$11,476.00	\$1,034.00
86	Nonresidential - 1 - 2,500 s.f.	\$3,455.00	each	\$3,772.16	0%	\$3,772.00	\$317.00
87	Nonresidential - 2,501 - 10,000 s.f.	\$5,186.00	each	\$5,709.82	0%	\$5,709.00	\$523.00
88	Nonresidential - 10,000+ s.f.	\$9,920.00	each	\$10,880.49	0%	\$10,880.00	\$960.00
89	Administrative Design Review	\$2,294.00	each	\$2,564.30	0%	\$2,564.00	\$270.00
90	Permanent signs conforming to sign regulations	\$704.00	each	\$805.23	0%	\$805.00	\$101.00
91	Temporary signs	\$97.00	each	\$127.89	1%	\$127.00	\$30.00
92	Sidewalk Sign Permit (only)	\$97.00	each	\$127.89	1%	\$127.00	\$30.00
93	Variances						
94	Variance - Residential	\$5,947.00	each	\$6,605.87	0%	\$6,605.00	\$658.00
95	Variance - Nonresidential	\$8,533.00	each	\$9,455.01	0%	\$9,455.00	\$922.00
96	Miscellaneous						
97	Notice of Exemption	Cost of filing with agency plus one hour of senior planner time	each	NA	NA	Cost of filing with agency plus one hour of senior planner time	\$0.00
98	Landscape Consultant or Design Consultant	Consultant costs, plus City administrative fee (30% of consultant cost)	each	NA	NA	Consultant costs, plus City administrative fee (30% of consultant cost)	\$0.00
99	Document Library and Associated Fees						
100	Electronic Media-CD (of Plans etc.)	\$47.00	each	\$72.61	1%	\$72.00	\$25.00
101	Laserfiche/Archiving	\$3.00	per page/sheet	\$3.00	0%	\$3.00	\$0.00

PLANNING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
102	Zoning Map	\$28.00	each	\$41.31	1%	\$41.00	\$13.00
103	General Plan Map	\$28.00	each	\$41.31	1%	\$41.00	\$13.00
104	Specific Plan	\$216.00	each	\$229.31	0%	\$229.00	\$13.00
105	Urban Greening Plan	\$132.00	each	\$132.00	0%	\$132.00	\$0.00
106	Active Transportation Plan	\$132.00	each	\$132.00	0%	\$132.00	\$0.00
107	General Plan	\$46.00	each	\$46.00	0%	\$46.00	\$0.00
108	Use Permits						
109	Use Permit Residential - 1 unit and minor projects	\$3,619.00	each	\$4,000.29	0%	\$4,000.00	\$381.00
110	Use Permit Residential - 2-4 units	\$5,495.00	each	\$6,068.22	0%	\$6,068.00	\$573.00
111	Use Permit Residential - 5-10 units	\$5,981.00	each	\$6,615.29	0%	\$6,615.00	\$634.00
112	Use Permit Residential - 11+ units	\$6,967.00	each	\$7,720.88	0%	\$7,720.00	\$753.00
113	Administrative Use Permit	\$1,292.00	each	\$1,455.23	0%	\$1,455.00	\$163.00
114	Temporary Use Permit	\$1,215.00	each	\$1,373.72	0%	\$1,373.00	\$158.00
115	Address Asssignment Request	\$555.00	each	\$609.84	0%	\$609.00	\$54.00
116	Use Permit Nonresidential - 1-2,500 s.f.	\$5,495.00	each	\$6,068.22	0%	\$6,068.00	\$573.00
117	Use Permit Nonresidential - 2,501-10,000 s.f.	\$5,981.00	each	\$6,615.29	0%	\$6,615.00	\$634.00
118	Use Permit Nonresidential - 10,000+ s.f.	\$6,967.00	each	\$7,720.88	0%	\$7,720.00	\$753.00

Note: Fees are based on the City's Cost Allocation Study to cover the cost of processing applications for all projects. The Planning Manager may determine a project to be unusually complex or time consuming and require a deposit at the time of application for estimated staff, consultant, and City Attorney costs. If a standard fee has previously been paid, additional deposits may be required to cover extraordinary costs resulting from unforeseen complexities, delays or extra meetings. Hourly staff costs are based on employee wages and benefits, overhead, equipment and supervision, as determined by the City's Cost Allocation Study. Charges for third-party consultants will equal actual contract costs plus 30% administrative charge. Fees for entitlements requiring a public hearing and other similar applications include one review of the initial application submittal and review of up to two resubmittals. Review of additional resubmittals will incur additional fees based on staff time.

BUILDING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
1	MECHANICAL, ELECTRICAL, & PLUMBING (MEP Permit Issuance Fees)						
2	Permit Issuance Fee (applies to all MEP permits)	\$153.00	each permit	\$150.91	1%	\$150.00	-\$3
3	MECHANICAL PERMIT FEES						
4	Stand alone Mechanical Plan Check	\$291.00	per hour or fraction thereof	\$304.25	0%	\$304.00	\$13
5	Minimum Mechanical Permit for Miscellaneous Work	\$191.00	each	\$228.87	0%	\$228.00	\$37
6	A/C (residential)	\$153.00	each	\$183.10	0%	\$183.00	\$30
7	Furnaces (FAU, floor)	\$153.00	each	\$183.10	0%	\$183.00	\$30
8	Heater (wall)	\$234.00	each	\$274.64	0%	\$274.00	\$40
9	Appliance Vent/Chimney (only)	\$153.00	each	\$183.10	0%	\$183.00	\$30
10	Refrigeration Compressor	\$153.00	each	\$183.10	0%	\$183.00	\$30
11	Boiler - <2,000k BTU	\$153.00	each	\$183.10	0%	\$183.00	\$30
12	Boiler - greater than 2,000k BTU	\$268.00	each	\$320.42	0%	\$320.00	\$52
13	Chiller	\$153.00	each unit	\$183.10	0%	\$183.00	\$30
14	Central Heating System - New (includes duct, gas piping, electric, etc.)	\$268.00	each	\$320.42	0%	\$320.00	\$52
15	Fan Coil Unit	\$114.00	each	\$137.32	0%	\$137.00	\$23
16	Heat Pump (package unit)	\$153.00	each	\$183.10	0%	\$183.00	\$30
17	Heater (unit, radiant, etc.)	\$114.00	each	\$137.32	0%	\$137.00	\$23
18	Air Handler w/ducts more to 10k CFM	\$114.00	each	\$137.32	0%	\$137.00	\$23
19	Air Handler w/ducts more than 10k CFM	\$114.00	each	\$137.32	0%	\$137.00	\$23
20	Duct Work only each outlet/register	\$114.00	each	\$137.32	0%	\$137.00	\$23
21	Evaporative Cooler	\$114.00	each	\$137.32	0%	\$137.00	\$23
22	Make-up Air System	\$153.00	each	\$183.10	0%	\$183.00	\$30
23	Moisture Exhaust Duct (clothes dryer)	\$114.00	each	\$137.32	0%	\$137.00	\$23
24	Variable Air Volume Box (including duct work)	\$153.00	each	\$183.10	0%	\$183.00	\$30
25	Vent Fan (single duct)	\$114.00	each	\$137.32	0%	\$137.00	\$23
26	Vent System	\$153.00	each	\$183.10	0%	\$183.00	\$30
27	Exhaust Hood and Duct (residential)	\$114.00	each	\$137.32	0%	\$137.00	\$23
28	Exhaust Hood - Type I (commercial grease hood)	\$651.00	each	\$778.15	0%	\$778.00	\$127
29	Exhaust Hood - Type II (commercial steam hood)	\$191.00	each	\$228.87	0%	\$228.00	\$37
30	Non-Residential Incinerator	\$421.00	each	\$503.51	0%	\$503.00	\$82
31	Refrigerator Condenser Remote	\$268.00	each	\$320.42	0%	\$320.00	\$52
32	Walk-In Box/Refrigerator Coil	\$153.00	each	\$183.10	0%	\$183.00	\$30
33	New Mini Split Duct	\$229.00		\$266.56	0%	\$266.00	\$37
34	New Mini Split Ductless	\$191.00		\$220.79	0%	\$220.00	\$29
35	Other Mechanical Inspections (min.1/2 hr increments or fraction thereof)	\$191.00	per hour	\$228.87	0%	\$228.00	\$37
36	PLUMBING / GAS PERMIT FEES						
37	Stand Alone Plumbing Plan Check	\$291.00	per hour or fraction thereof	\$304.25	0%	\$304.00	\$13

BUILDING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
38	Minimum Plumbing Permit for Miscellaneous Work	\$191.00	each	\$228.87	0%	\$228.00	\$37
39	Fixtures (each three)	\$114.00	each 3 or fraction thereof	\$137.32	0%	\$137.00	\$23
40	Gas System (one outlet)	\$153.00	one only	\$183.10	0%	\$183.00	\$30
41	Gas System (first five outlets)	\$191.00	first five	\$228.87	0%	\$228.00	\$37
42	Gas Outlets (each additional)	\$24.00	each above the first 5	\$29.30	1%	\$29.00	\$5
43	Gas Test (stand alone or re-test)	\$114.00	each occurrence	\$137.32	0%	\$137.00	\$23
44	Building Sewer	\$153.00	each	\$183.10	0%	\$183.00	\$30
45	Grease Trap	\$153.00	each	\$183.10	0%	\$183.00	\$30
46	Ejector Pump	\$153.00	each	\$183.10	0%	\$183.00	\$30
47	Backflow Preventer (first five)	\$114.00	first five	\$137.32	0%	\$137.00	\$23
48	Backflow Preventer (>5)	\$76.00	each above the first 5	\$91.55	1%	\$91.00	\$15
49	Roof Drain - Rainwater System	\$153.00	each	\$183.10	0%	\$183.00	\$30
50	Water Heater (new and replacements)	\$153.00	each	\$183.10	0%	\$183.00	\$30
51	Water Pipe Repair/Replacement per dwelling unit	\$114.00	each	\$137.32	0%	\$137.00	\$23
52	Water Service	\$114.00	each	\$137.32	0%	\$137.00	\$23
53	Drain-Vent Repair/Alterations	\$114.00	each main or branch line	\$137.32	0%	\$137.00	\$23
54	Drinking Fountain	\$114.00	each	\$137.32	0%	\$137.00	\$23
55	Graywater Systems	\$191.00	each system	\$228.87	0%	\$228.00	\$37
56	Swimming Pool Piping and Gas	\$268.00	each pool	\$320.42	0%	\$320.00	\$52
57	Medical Gas System (each outlet)	\$268.00	each outlet	\$320.42	0%	\$320.00	\$52
58	Sump Pump	\$191.00	each	\$228.87	0%	\$228.00	\$37
59	Private Storm Drainage System (each inlet)	\$114.00	each inlet	\$137.32	0%	\$137.00	\$23
60	Other Plumbing and Gas Inspections (min. 1/2 hr increments or fraction thereof)	\$191.00	per hour	\$228.87	0%	\$228.00	\$37
61	ELECTRICAL PERMIT FEES						
62	Stand Alone Electrical Plan Check	\$291.00	per hour or fraction thereof	\$304.25	0%	\$304.00	\$13
63	Minimum Electrical Permit for Miscellaneous Work	\$191.00	each	\$228.87	0%	\$228.00	\$37
64	Single Phase Service (per 100 amps)	\$153.00	per 100 amps	\$183.10	0%	\$183.00	\$30
65	Three Phase Service (per 100 amps)	\$153.00	per 100 amps	\$183.10	0%	\$183.00	\$30
66	Electrical Subpanel with subfeed	\$153.00	each	\$183.10	0%	\$183.00	\$30
67	Electrical Main Panel Upgrade	\$268.00		\$312.33	0%	\$312.00	\$44
68	Any amp circuit first 20	\$191.00	first twenty circuits	\$228.87	0%	\$228.00	\$37
69	Any amp circuit each additional 20	\$114.00	each add'l circuit > 20	\$137.32	0%	\$137.00	\$23
70	Temporary Service	\$114.00	each	\$137.32	0%	\$137.00	\$23

BUILDING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
71	Temporary Pole	\$114.00	each	\$137.32	0%	\$137.00	\$23
72	Light Poles Commercial - first	\$191.00	first pole	\$228.87	0%	\$228.00	\$37
73	Light Poles Commercial - additional	\$114.00	each add'l pole after the first	\$137.32	0%	\$137.00	\$23
74	Pre-Inspection/consultation	\$191.00	each	\$228.87	0%	\$228.00	\$37
75	Swimming Pool/Spa	\$191.00	each	\$228.87	0%	\$228.00	\$37
76	Solar Photovoltaic Repairs	\$191.00	each	\$228.87	0%	\$228.00	\$37
77	Generator Installation - Residential	\$344.00	each	\$411.96	0%	\$411.00	\$67
78	Generator Installation - Commercial	\$344.00	each	\$411.96	0%	\$411.00	\$67
79	Electrical Outlets (receptable & light fixture)	\$114.00	first ten	\$137.32	0%	\$137.00	\$23
80	Electrical Outlets (each additional)	\$15.00	each add'l outlet after 1st 10	\$18.31	2%	\$18.00	\$3
81	Whole house rewires	\$268.00		\$312.33	0%	\$312.00	\$44
82	Other Electrical Inspections (min. 1/2 hr increments or fraction thereof)	\$191.00	per hour or fraction thereof	\$228.87	0%	\$228.00	\$37

BUILDING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
83	MISC BUILDING PERMIT FEES FOR PROJECTS NOT REQUIRING PLAN REVIEWS						
84	Standard per hour rate for items not specifically covered in the fee schedule	\$254.00		\$290.25	0%	\$290.00	\$36
85	Earthquake mitigation inspection first hour	\$306.00		\$341.94	0%	\$341.00	\$35
86	Earthquake mitigation inspection per hour after the first hour	\$191.00		\$228.87	0%	\$228.00	\$37
87	Fire permit handling fee	\$153.00		\$150.76	1%	\$150.00	-\$3
88	Building permit renewal when within one year after expiration date	50% of original building fee		NA	NA	50% of original building fee	\$0
89	Building permit renewal when after one year after expiration date	100% of original building fee		NA	NA	100% of original building fee	\$0
90	Building permit re-inspection fee after 2 failed inspections of the same item(s)	\$254.00		\$290.25	0%	\$290.00	\$36
91	Building permit re-inspection fee when nobody is on site for the inspection and it has not been cancelled ahead of the inspector's leaving the office.	\$254.00		\$290.25	0%	\$290.00	\$36
92	Emergency non-scheduled emergency inspection call-out: per hour with a 4-hour minimum	\$237.00		\$273.74	0%	\$273.00	\$36
93	Pre-arranged or scheduled after hours inspection paid in advance: per hour with a 2-hour minimum	\$391.00		\$456.83	0%	\$456.00	\$65
94	Research – per half hour or fraction thereof	\$223.00		\$218.02	0%	\$218.00	-\$5
95	Building Permit Extension	\$318.00		\$360.03	0%	\$360.00	\$42
96	Building Permit Revision: per hour	\$339.00		\$379.63	0%	\$379.00	\$40
97	Additional plan review by consultant after the third re-check	Consultant Cost plus 30%		NA	NA	Consultant Cost plus 30%	\$0
98	Additional plan review by City staff after 3rd re-check: per hour	\$210.00		\$220.79	0%	\$220.00	\$10
99	Soils review processing by City staff	\$153.00		\$150.91	1%	\$150.00	-\$3
100	Soils peer review by consultant	Consultant Cost plus 30%		NA	NA	Consultant Cost plus 30%	\$0
101	ADU Amnesty (AB 2533) Application	\$237.45	each	\$648.63	38%	\$400.00	\$163
102	ADU Amnesty (AB 2533) Certificate of Compliance	\$237.45	each	\$366.19	0%	\$366.00	\$129
103	FEMA flood zone review	\$1,019.00		\$1,093.12	0%	\$1,093.00	\$74
104	New or replacement Certificate of Occupancy	\$391.00		\$422.68	0%	\$422.00	\$31
105	Temporary Certificate of Occupancy: per 30-day period	\$391.00		\$422.68	0%	\$422.00	\$31
106	ELECTRIC VEHICLE CHARGERS						
107	Residential electric vehicle level 1 or 2 charging station per each	\$301.00		NA	NA	\$301.00	\$0
108	MINOR REPAIRS AND ALTERATIONS						
109	Miscellaneous minor bathroom/kitchen repair – 1 fixture only	\$383.00		\$433.49	0%	\$433.00	\$50

BUILDING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
110	Miscellaneous minor repairs who PC and less than \$10,000 valuation	\$383.00		\$433.49	0%	\$433.00	\$50
111	RE-ROOFS						
112	Miscellaneous roof repairs not exceeding 500 sq.ft.	\$191.00		\$204.62	0%	\$204.00	\$13
113	Residential re-roof not exceeding 1,500 sq.ft.	\$613.00		\$708.13	0%	\$708.00	\$95
114	Each additional 100 sq.ft. residential re-roof exceeding 1,500 sq.ft.	\$12.00		\$14.65	4%	\$14.00	\$2
115	Commercial NOT exceeding 5,000 sq.ft.	\$459.00		\$525.04	0%	\$525.00	\$66
116	RE-ROOFS						
117	Commercial exceeding 5,000 sq.ft.	\$574.00		\$670.44	0%	\$670.00	\$96
118	SIDING AND STUCCO						
119	Siding new or replacement - any square footage	\$383.00		\$433.49	0%	\$433.00	\$50
120	Stucco new or replacement	\$459.00		\$525.04	0%	\$525.00	\$66
121	Each additional 400 sq.ft. stucco or fraction thereof over 400 sq.ft.	\$153.00		\$183.10	0%	\$183.00	\$30
122	WINDOWS AND DOORS – NON-STRUCTURAL						
123	Door replacement not involving alterations to wall framing or exterior wall coverings	\$153.00		\$183.10	0%	\$183.00	\$30
124	Window, sliding door, solar tube replacement – one only and no alterations to framing or exterior wall coverings	\$268.00		\$296.17	0%	\$296.00	\$28
125	Multiple window, sliding door, solar tube replacements – first 5 with no alterations to framing or exterior wall coverings and all done at the same time	\$306.00		\$341.94	0%	\$341.00	\$35
126	Multiple window, sliding door, solar tube replacements – each additional 5 or fraction thereof above the first 5 with no alterations to framing or exterior wall coverings and all done at the same time	\$229.00		\$258.48	0%	\$258.00	\$29
127	RENTAL HOUSING INSPECTIONS						
128	Rental Housing Inspection: Single Family per unit	\$334.00		\$247.51	0%	\$247.00	-\$87
129	Rental Housing Inspection: Multi-family first unit	\$267.00		\$320.13	0%	\$320.00	\$53
130	Rental Housing Inspection: Multi-family additional units after the first	\$152.00		\$87.45	1%	\$87.00	-\$65
131	Rental Housing Inspection: Reinspection after the first reinspection	\$76.00		\$87.45	1%	\$87.00	\$11.00
132	Rental Housing Inspection: Cancellation with less than 72-hour notice	50% of fee assessed		NA	NA	50% of fee assessed	\$0.00
133	Rental Housing Inspection: Late payment	10% of fee billed		NA	NA	10% of fee billed	\$0.00
134	OTHER MISCELLANEOUS FEES AND ASSESSMENTS						
135	Document imaging of plans, calculations, and other supporting documents	\$3.00	page	\$3.00	0%	\$3.00	\$0.00
136	Continuing education	\$5.00	permit	NA	NA	\$5.00	\$0.00
137	Planning plan review when required	20% of combined building inspection and plan review with a		NA	NA	20% of combined building inspection and plan review with a	\$0.00
138	Public Works review when required	20% of combined building inspection and plan review with a		NA	NA	20% of combined building inspection and plan review with a	\$0.00
139	Fire Department plan review when required	See Fire fee schedule		NA	NA	See Fire fee schedule	\$0.00

BUILDING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
140	SPA Specific Plan maintenance fee – Construction of new residential units (per unit)	\$206.00	unit	NA	NA	\$206.00	\$0.00
141	SPA Specific Plan maintenance fee – New non-residential buildings and additions to existing non-residential buildings (per newly created sq.ft)	\$0.19	sq.ft.	NA	NA	\$0.19	\$0.00
142	General Plan Update Fee	2.4%	% of Building Permit	2.5%	0%	2.5%	0.1%
143	MISC BUILDING PERMIT FEES FOR PROJECTS REQUIRING A PLAN REVIEW						
144	MISCELLANEOUS PROJECTS						
145	Standard Hourly Rate	\$199.00		\$227.67	0%	\$227.00	\$28.00
146	Antenna - residential HAM or CB	\$777.00		\$892.83	0%	\$892.00	\$115.00
147	Equipment Container/Building (Prefab) / Residential Elevators	\$892.00		\$1,005.90	0%	\$1,005.00	\$113.00
148	Free-standing cellular building, antenna, and building site	\$1,096.00		\$1,246.61	0%	\$1,246.00	\$150.00
149	New cellular antenna and supporting equipment added to existing site	\$470.00		\$502.39	0%	\$502.00	\$32.00
150	Light pole or telephone pole mounted cellular 5G equipment	\$191.00		\$228.87	0%	\$228.00	\$37.00
151	Awning or Canopy	\$394.00		\$427.00	0%	\$427.00	\$33.00
152	Commercial Coach (per unit)	\$470.00		\$518.55	0%	\$518.00	\$48.00
153	Commercial Vapor Recovery Systems	\$624.00		\$701.65	0%	\$701.00	\$77.00
154	Demolition – whole or partial when exterior walls are removed	\$355.00		\$389.31	0%	\$389.00	\$34.00
155	Demolition surcharge when PCB mitigation is involved	\$317.00		\$343.54	0%	\$343.00	\$26.00
156	Flagpole	\$432.00		\$480.86	0%	\$480.00	\$48.00
157	ACCESSORY STRUCTURES						
158	Accessory Structure/Storage shed – unfinished interior and no MEP	\$700.00		\$793.20	0%	\$793.00	\$93.00
159	Carport not exceeding 400 sq.ft.	\$624.00		\$701.65	0%	\$701.00	\$77.00
160	New Garage (detached or attached) (unfinished inside and only 1 electrical circuit)	\$892.00		\$1,030.15	0%	\$1,030.00	\$138.00

BUILDING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
161	ACCESSORY DWELLING UNITS						
162	New attached or detached accessory dwelling units – each 300 sq.ft. or fraction thereof. Includes 1 kitchen and 1 bathroom.	\$1,541.00		\$1,779.73	0%	\$1,779.00	\$238.00
163	Conversion of existing space into an accessory dwelling unit – each 300 sq.ft. or fraction thereof. Includes 1 kitchen and 1 bathroom.	\$1,203.00		\$1,381.21	0%	\$1,381.00	\$178.00
164	ALTERATIONS/ADDITIONS/REPAIRS						
165	Room additions of 300 sq. ft. or less without engineered calculations without a kitchen or bathroom	\$1,150.00		\$1,333.01	0%	\$1,333.00	\$183.00
166	Room addition of 300 sq. ft. or less with engineered calculations without a kitchen or bathroom	\$1,150.00		\$1,333.01	0%	\$1,333.00	\$183.00
167	Room additions per additional 100 sq.ft. > 300 sq.ft. with or without engineered calculations.	\$344.00		\$411.96	0%	\$411.00	\$67.00
168	Residential remodel 300 sq. ft. or less without kitchen or bathroom remodel	\$805.00		\$921.04	0%	\$921.00	\$116.00
169	Each additional 100 sq. ft. of residential remodel > 300 sq.ft.	\$191.00		\$228.87	0%	\$228.00	\$37.00
170	Kitchen or bathroom remodel	\$767.00		\$859.10	0%	\$859.00	\$92.00
171	Each additional kitchen or bathroom remodel when work is done at the same time as the first	\$344.00		\$411.96	0%	\$411.00	\$67.00
172	New bathroom or kitchen added to existing dwelling or new/existing accessory structure	\$844.00		\$966.82	0%	\$966.00	\$122.00
173	New or remodel commercial bathroom	\$1,081.00		\$1,230.45	0%	\$1,230.00	\$149.00
174	Miscellaneous bathroom/kitchen repair involving only 1 fixture with plan review	\$345.00		NA	NA	\$345.00	\$0.00
175	Foundation repair (non-engineered) of 100 linear feet or less	\$614.00		\$692.17	0%	\$692.00	\$78.00
176	Foundation repair (engineered) of 100 linear feet or less	\$614.00		\$692.17	0%	\$692.00	\$78.00
177	Each additional 100 lin. ft. foundation repair (engineered or non- engineered) exceeding the first 100 l.f..	\$191.00		\$228.87	0%	\$228.00	\$37.00
178	Commercial and residential interior partitions not exceeding 30 linear feet	\$537.00		\$600.63	0%	\$600.00	\$63.00
179	Each additional 30 lin. ft. of partition exceeding first 30 l.f.	\$114.00		\$137.32	0%	\$137.00	\$23.00
180	New masonry fireplace when allowed by BAAQMD	\$844.00		\$966.82	0%	\$966.00	\$122.00
181	Pre-fabricated metal fireplace that is EPA compliant	\$537.00		\$600.63	0%	\$600.00	\$63.00
182	Fireplace demolition	\$384.00		\$417.53	0%	\$417.00	\$33.00
183	Miscellaneous minor and structural repairs, alterations, dry rot/termite repairs of \$10,000 valuation or less and requiring plan review	\$517.00		\$578.89	0%	\$578.00	\$61.00
184	Dry rot/termite damage, miscellaneous alterations, and structural repairs of greater than \$10,000 valuation must use Valuation Table as for new construction.						
185	Residential Drainage - French Drain/Sump Pump	\$422.00		\$471.39	0%	\$471.00	\$49.00

BUILDING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
186	Building permit fees include inspection and permit issuance.						
187	Plan review fees	65%	of the building permit fees and are in addition to the building permit fee	NA	NA	65%	\$0.00
188	The fees below are per each occurrence or unit unless otherwise noted and include any associated plumbing, electrical, and/or mechanical work.						
189	PROJECT TYPES						
190	DECKS, BALCONIES, PATIOS, PORCHES						
191	New decks and balconies not exceeding 100 sq.ft.	\$547.00		\$610.10	0%	\$610.00	\$63.00
192	New decks and balconies not exceeding 500 sq.ft.	\$700.00		\$793.20	0%	\$793.00	\$93.00
193	Each additional 100 sq. ft. of new deck or balcony exceeding 500 sq. ft.	\$145.00		\$167.47	0%	\$167.00	\$22.00
194	Deck and balcony repairs of 100 sq. ft. or less	\$470.00		\$518.55	0%	\$518.00	\$48.00
195	Deck and balcony repairs of greater than \$10,000 valuation must use the Valuation Table as for new construction.						
196	Covered porch	\$537.00		\$600.63	0%	\$600.00	\$63.00
197	Patio or deck cover – wood or metal frame not exceeding 300 sq.ft.	\$537.00		\$608.71	0%	\$608.00	\$71.00
198	Each additional 300 sq.ft. of patio or deck cover exceeding 300 sq.ft.	\$153.00		\$183.10	0%	\$183.00	\$30.00
199	Patio room constructed of wood or metal frame not exceeding 300 sq.ft.	\$767.00		\$875.27	0%	\$875.00	\$108.00
200	Each additional 300 sq.ft. of patio room exceeding the first 300 sq.ft.	\$191.00		\$228.87	0%	\$228.00	\$37.00
201	ELECTRIC VEHICLE CHARGING						
202	Commercial electric vehicle charging station – one only	\$575.00		\$654.48	0%	\$654.00	\$79.00
203	Each Commercial EV charging station when 2 to 4 are installed at the same site	\$498.00		\$595.06	0%	\$595.00	\$97.00
204	Each Commercial EV charging station when 5 or more installed at the same site	\$574.00		\$686.61	0%	\$686.00	\$112.00
205	FENCES						
206	Fences or free-standing non-masonry walls 7 to 10 ft. high and not exceeding 100 linear feet	\$422.00		\$471.39	0%	\$471.00	\$49.00
207	Each additional 100 lin. ft. of 6 to 10 feet high non-masonry fences or free-standing walls exceeding the first 100 lin. ft.	\$114.00		\$137.32	0%	\$137.00	\$23.00
208	Fences or free-standing masonry walls less than 10 feet high and not exceeding 100 linear feet	\$882.00		\$1,020.67	0%	\$1,020.00	\$138.00
209	Each additional 100 lin. ft. of less than 10 feet high masonry free-standing fences or walls exceeding the first 100 lin. ft.	\$191.00		\$228.87	0%	\$228.00	\$37.00
210	RETAINING WALLS						
211	Retaining Wall: Standard Design Non-Engineered not exceeding 50 linear feet	\$460.00		\$509.08	0%	\$509.00	\$49.00
212	Each additional 50 l.f. non-engineered retaining wall exceeding 50 l.f.	\$114.00		\$137.32	0%	\$137.00	\$23.00
213	Retaining Wall: Engineered 3-10' High not exceeding 50 linear feet	\$690.00		\$783.72	0%	\$783.00	\$93.00
214	Each additional 50 l.f. eng. 3'-10' high retaining wall exceeding 50 l.f.	\$114.00		\$137.32	0%	\$137.00	\$23.00

BUILDING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
215	Retaining Wall: Engineered over 10' High retaining wall not exceeding 50 l.f.	\$844.00		\$966.82	0%	\$966.00	\$122.00
216	Each additional 50 l.f. eng. over 10' high retaining wall exceeding 50 l.f.	\$153.00		\$183.10	0%	\$183.00	\$30.00
217	ROOFS						
218	Roof structure replacement not exceeding 100 sq.ft.	\$422.00		\$471.39	0%	\$471.00	\$49.00
219	Each additional 100 sq.ft. roof structure replacement exceeding 100 sq.ft.	\$114.00		\$137.32	0%	\$137.00	\$23.00
220	SEISMIC IMPROVEMENT						
221	Engineered or non-engineered seismic retrofit/structural strengthening	\$652.00		\$746.03	0%	\$746.00	\$94.00
222	Engineered or non-engineered seismic retrofit/structural strengthening when using Planset A or conforming to Existing Building Code appendix chapter A3	\$499.00		\$562.93	0%	\$562.00	\$63.00
223	SIGNS						
224	Structural Signs such as monument or large signs attached to a building, etc.	\$652.00		\$746.03	0%	\$746.00	\$94.00
225	Non-structural signs such as individual lettering attached to building, etc.	\$422.00		\$471.39	0%	\$471.00	\$49.00
226	Additional fee for each illuminated sign	\$114.00		\$137.32	0%	\$137.00	\$23.00
227	SOLAR ENERGY & BATTERY STORAGE						
228	Solar Photovoltaic up to 15 kW	\$450.00		NA	NA	\$450.00	\$0.00
229	Solar PV each 15KW or fraction thereof over 15 kW, Plus \$15 per kW for each kW over 15 kW	\$276.00		NA	NA	\$276.00	\$0.00
230	Solar Thermal (solar water heating) up to 30 kWth	\$331.00		\$395.80	16%	\$331.00	\$0.00
231	Solar Thermal each 30kWth or fraction thereof over first 30 kWth	\$165.00		\$212.70	22%	\$165.00	\$0.00
232	Residential battery storage systems	\$287.00		NA	NA	\$287.00	\$0.00
233	STORAGE RACKS						
234	Storage Racks: 0-5' high not exceeding 100 l.f.	\$422.00		\$471.39	0%	\$471.00	\$49.00
235	Storage Racks: Greater than 5 feet and up to 8 feet high not exceeding 100 l.f.	\$422.00		\$471.39	0%	\$471.00	\$49.00
236	Storage Racks: Greater than 8 feet high and not exceeding 100 l.f.	\$499.00		\$562.93	0%	\$562.00	\$63.00
237	Each additional 100 l.f. of storage regardless of height	\$114.00		\$137.32	0%	\$137.00	\$23.00
238	SWIMMING POOLS, SPAS, HOT TUBS, SAUNAS						
239	Prefabricated Spa or Hot Tub	\$345.00		\$379.84	0%	\$379.00	\$34.00
240	Sauna or Steam Room added to existing or new/addition construction	\$575.00		\$654.48	0%	\$654.00	\$79.00
241	Swimming Pool - Residential	\$729.00		\$837.58	0%	\$837.00	\$108.00
242	Swimming Pool – Commercial not exceeding 800 sq. ft.	\$1,419.00		\$1,661.51	0%	\$1,661.00	\$242.00
243	Each additional 100 sq. ft. commercial pool exceeding 800 sq. ft.	\$191.00		\$228.87	0%	\$228.00	\$37.00
244	TENANT IMPROVEMENTS						
245	Office tenant improvements – minimum for T.I. not exceeding 500 sq. ft.	\$1,817.00		\$2,016.59	0%	\$2,016.00	\$199.00

BUILDING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
246	Each additional 100 sq. ft. or fraction thereof of office T.I. exceeding 500 sq.ft.	\$178.00		\$199.34	0%	\$199.00	\$21.00
247	Retail tenant improvements – minimum for T. I. not exceeding 500 sq. ft.	\$1,817.00		\$2,016.59	0%	\$2,016.00	\$199.00
248	Each additional 100 sq.ft. or fraction thereof retail T.I. exceeding 500 sq.ft. and not exceeding 25,000 sq. ft.	\$140.00		\$153.57	0%	\$153.00	\$13.00
249	Each additional 100 sq.ft. or fraction thereof retail T.I. exceeding 25,000 sq.ft.	\$45.00		\$48.78	2%	\$48.00	\$3.00
250	Restaurant tenant improvement – minimum for T.I. not exceeding 750 sq.ft.	\$2,277.00		\$2,565.88	0%	\$2,565.00	\$288.00
251	Each additional 100 sq.ft. or fraction thereof restaurant T.I. exceeding 750 sq.ft.	\$198.00		\$227.02	0%	\$227.00	\$29.00
252	WINDOWS, SKYLIGHTS, DOORS						
253	New door cut into an existing wall	\$383.00		\$433.49	0%	\$433.00	\$50.00
254	First replacement window or sliding glass door -structural with exterior surface break-out and/or frame modification	\$383.00		\$433.49	0%	\$433.00	\$50.00
255	Each additional replacement structural window or sliding glass door when work is performed at the same time as the first	\$130.00		\$131.38	0%	\$131.00	\$1.00
256	Skylights: New or replacement not exceeding 10 sq.ft.	\$384.00		\$425.61	0%	\$425.00	\$41.00
257	Skylights: New or replacement and/or structural exceeding 10 sq.ft.	\$422.00		\$471.39	0%	\$471.00	\$49.00
258	ADDITIONAL FEES - OTHER MANDATED BUILDING PERMITS						
259	Construction Tax, ECMC 4.36.010 for new construction and additions	1/2 or 1% of permit value	% of total permit fee	NA	NA	1/2 or 1% of permit value	\$0.00
260	Art in Public Places, ECMC 13.50 for projects \$250,000 or more	1% of project cost		NA	NA	1% of project cost	\$0.00
261	Calif. Strong Motion Instrumentation Program						
262	Category 1 Construction (1 to 3 Story Residential)	const. value x .00013	(.50 minimum)	NA	NA	const. value x .00013	\$0.00
263	Category 2 (OVER 3 story Residential and ALL Commercial)	const. value x .00028	(.50 minimum)	NA	NA	const. value x .00028	\$0.00
264	Calif. Building Standards Commission						
265	\$1 - \$25,000 Permit Valuation	\$1.00		NA	NA	\$1.00	\$0.00
266	\$25,001 - \$50,000	\$2.00		NA	NA	\$2.00	\$0.00
267	\$50,001 - \$75,000	\$3.00		NA	NA	\$3.00	\$0.00
268	\$75,001 - \$100,000	\$4.00		NA	NA	\$4.00	\$0.00
269	Every \$25,000 or fraction above \$100,000	Add \$1		NA	NA	Add \$1	\$0.00
270	West Contra Costa Transportation Advisory Committee, Subregional Transportation Mitigation Program (STMP)**						
271	Single Family Residential	\$6,908.00	per dwelling unit	NA	NA	\$6,977.00	\$69.00
272	Single Family Residential (AB 3177 Eligible)	\$6,010.00	per dwelling unit	N/A	N/A	\$6,070.00	\$60.00
273	Multifamily Residential	\$3,404.00	per dwelling unit	NA	NA	\$3,438.00	\$34.00
274	Multifamily Residential (AB 3177 Eligible)	\$2,961.00	per dwelling unit	N/A	N/A	\$2,991.00	\$30.00
275	Senior Housing	\$1,866.00	per dwelling unit	NA	NA	\$1,885.00	\$19.00
276	Senior Housing (AB 3177 Eligible)	\$1,623.00	per dwelling unit	N/A	N/A	\$1,639.00	\$16.00
277	Hotel	\$4,421.00	per room	NA	NA	\$4,465.00	\$44.00

BUILDING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
278	Retail	\$8.37	per square foot	NA	NA	\$8.45	\$0.08
279	Office	\$11.08	per square foot	NA	NA	\$11.19	\$0.11
280	Industrial	\$7.06	per square foot	NA	NA	\$7.13	\$0.07
281	Storage Facility	\$0.97	per square foot	NA	NA	\$0.98	\$0.01
282	Other* (as determined by Public Works)	\$9,411.00	per AM peak hour trip	NA	NA	\$9,429.00	\$18.00
283	**STMP & TIF are increased yearly based on the San Francisco region February ENR Construction Cost Index (SFCCI) increase as compared to the prior February rate. Accessory Dwelling Units (ADU) are not required to pay STMP & TIF fees.						
284	Transportation Impact Fee (TIF)						
285	RESIDENTIAL						
286	Single Family Residential	\$4,172.00	per dwelling unit	NA	NA	\$4,213.72	\$41.72
287	Single Family Residential (AB 3177 Eligible)	\$3,630.00	per dwelling unit	N/A	N/A	\$3,666.30	\$36.30
288	Multifamily Residential	\$2,920.30	per dwelling unit	NA	NA	\$2,949.50	\$29.20
289	Multifamily Residential (AB 3177 Eligible)	\$2,540.00	per dwelling unit	N/A	N/A	\$2,565.40	\$25.40
290	NONRESIDENTIAL						
291	Commercial	\$5.62	per square foot	NA	NA	\$5.67	\$0.05
292	Hotel/Motel	\$4.59	per square foot	NA	NA	\$4.63	\$0.04
293	Office	\$4.84	per square foot	NA	NA	\$4.88	\$0.04
294	Industrial	\$3.05	per square foot	NA	NA	\$3.08	\$0.03
295	Other*	To Be Determined		NA	NA	To Be Determined	NA
296	Penalty: Violations for Construction and Debris:						
297	First Violation	\$100.00		NA	NA	\$100.00	NA
298	Second Violation	\$500.00		NA	NA	\$500.00	NA
299	Third Violation	\$1,000.00		NA	NA	\$1,000.00	NA

BUILDING

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
	*Other applies to development projects that do not clearly conform to one of the defined residential or nonresidential categories and is likely to be applicable only in exceptional cases. In such cases the fee would be based on an estimated trip generation rate adjusted for equivalent dwelling units (EDU), and multiplied by the same cost per EDU applied to the other land use categories, as described in the TIF Administrative Guidelines						

NEW CONSTRUCTION AND OTHER FEES BASED ON VALUATION

The following table is used to calculate permit (Issuance and Inspection) fees based on the valuation of all new residential, commercial, and industrial construction either not covered in or referenced by the Miscellaneous Building Permit Fee table. Valuation will be determined by the 1997 UBC Valuation Table and adjusted by the S.F. Bay Area Engineering News Record Construction Cost Index increase from 1997 to June 2025 or by actual contract price when the type of construction is not represented in the Valuation Table. Plan review is additional and is calculated at 65% of the established permit fee. Plan Review Fee for modular/factory built housing is charged at 10% less than the Plan Review fee for site-built projects.

Minimum Value	Maximum Value	Current Base Rate	Suggested Base Rate	Current Plus \$\$	Suggested Plus \$\$	For every
\$1	\$800	\$145.82	\$156.42	\$0.00	\$0.00	\$0
\$801	\$3,000	\$145.82	\$156.42	\$12.59	\$13.93	\$100
\$3,001	\$38,000	\$431.57	\$462.95	\$55.79	\$61.60	\$1,000
\$38,001	\$75,000	\$2,441.46	\$2,618.98	\$41.29	\$45.53	\$1,000
\$75,001	\$150,000	\$4,011.97	\$4,303.69	\$28.26	\$31.20	\$1,000
\$150,001	\$750,000	\$6,193.25	\$6,643.58	\$22.60	\$26.95	\$1,000
\$750,001	\$1,500,000	\$21,266.60	\$22,812.95	\$19.17	\$19.58	\$1,000
\$1,500,001	\$10,000,000	\$34,955.35	\$37,497.04	\$16.42	\$18.13	\$1,000
\$10,000,001	and up	\$178,605.50	\$191,592.37	\$7.34	\$7.87	\$1,000

Percent Change = 7%
Cost Recovery Level = 100%

BUILDING VALUATION TABLE DATA

For reference only the following building valuation data are based on the 1997 Uniform Building Code and adjusted with 1.33 S.F. Bay Area modifier based on ENR construction cost index 1997-2026

Occupancy/Type	per/sqft	FY 2026-27		Occupancy/Type	per/sqft	FY 2026-27		Occupancy/Type	per/sqft	FY 2026-27		Occupancy/Type	per/sqft	FY 2026-27	
		Incr/Decr	New per/sqft			Incr/Decr	New per/sqft			Incr/Decr	New per/sqft			Incr/Decr	New per/sqft
CONVALESCENT HOSPITALS (I-2 OCC)		3.9%	New per/sqft	JAILS		3.9%	New per/sqft	PUBLIC GARAGES (S2)		3.9%	New per/sqft	WAREHOUSES (S1, S2)***		3.9%	New per/sqft
Type I-A or II-A*	368.24	14.36	382.61	Type I-A or II-A	421.36	16.43	437.79	Type I-A or II-A*	124.84	4.87	129.71	Type I-A or II-A	131.00	5.11	136.11
Type II-A	256.12	9.99	266.11	Type III-A	384.76	15.01	399.77	Type I-A or II-B Open Parking*	93.06	3.63	96.69	Type V-A	77.89	3.04	80.93
Type III-A	262.02	10.22	272.24	Type V-A	289.16	11.28	300.44	Type II -N	72.36	2.82	75.18	Type II-B or V-B	73.18	2.85	76.03
Type V-A	246.68	9.62	256.30					Type III 1-Hour	94.19	3.67	97.87	Type III-A	87.34	3.41	90.75
								Type III -N	83.98	3.28	87.26	Type III -B	83.79	3.27	87.06
								Type V 1-Hour	86.24	3.36	89.61				

* Add 0.5 percent to total cost for each story over 3

** Deduct 20 percent for shell only buildings

*** Deduct 11 percent for mini-warehouses

FY 2026/27 Note: Increases are based on the Engineering News Record Construction Cost Index increase for the San Francisco Bay Area as of April 2026.

PUBLIC WORKS

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
1	Grading						
2	Plan Check						
3	50 to 10,000 CY (no permit required below 50 CY)	\$913.00	each	\$939.79	0%	\$939.00	\$26.00
4	10,001 to 100,000 CY	\$1,108.00	each	\$1,140.70	0%	\$1,140.00	\$32.00
5	Add for each 10,000 CY above 100,000	\$328.00	10,000 CY	\$337.06	0%	\$337.00	\$9.00
6	Permit Issuance	\$232.00	each	\$242.45	0%	\$242.00	\$10.00
7	Permit Bond	\$5.91	per CY	NA	NA	\$6.09	\$0.18
8	Inspection (C.6 inspections separately listed in "Erosion & Clean Water Section") (No permit required below 50 CY)						
9	50 to 10,000 CY (up to 8 inspections; any additional inspections will be charged at hourly rate)	\$1,462.00	each	\$1,490.98	0%	\$1,490.00	\$28.00
10	10,001 to 100,000 CY (up to 15 inspections, add'l inspections will be charged at hourly rate)	\$2,536.00	each	\$2,580.14	0%	\$2,580.00	\$44.00
11	Add for each 10,000 CY above 100,000	\$231.00	10,000 CY	\$236.60	0%	\$236.00	\$5.00
12	Grading Work Started Prior to Obtaining a Permit	Double the Plan Check, Permit Issuance Fee and Inspection Fee		NA	NA	Double the Plan Check, Permit Issuance Fee and Inspection Fee	\$0.00
13	Encroachments						
14	Permit Issuance Fee (all permits except planting of street trees)	\$183.00	each	\$192.23	0%	\$192.00	\$9.00
15	Permit Renewal Fee/Time Extension or Sub-Permit	\$91.00	each	\$96.11	0%	\$96.00	\$5.00
16	Permit bond/deposit (except street tree permit)						
17	One-year maintenance bond for 25 sf street cuts for the amount of the value of the work or as determined by City Engineer.	\$2,003.00	minimum	NA	NA	\$2,063.09	\$60.09
18	Bond for concrete work, including curb, gutter and sidewalk drains. Deposit is equal to the value of the work for up to 40 sf or as determined by City Engineer. Deposit is returned upon passing final inspection for concrete work.	\$847.00	minimum	NA	NA	\$872.41	\$25.41
19	One-year maintenance bond for storm drainage modifications equal to the value of the work or as determined by City Engineer.		minimum				
20	Permit Types (also subject to the Issuance Fee (#2))						

PUBLIC WORKS

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
21	Concrete Flat Work or Under Sidewalk Drain - up to 500 s.f. (includes two inspections)	\$404.00	each	\$415.63	0%	\$415.00	\$11.00
22	ADD for each add'l 500 s.f.	\$174.00	500 s.f.	\$180.38	0%	\$180.00	\$6.00
23	Street cut or drainage modifications (< 10 C.Y. excavated) (includes two inspections)	\$404.00	each	\$415.63	0%	\$415.00	\$11.00
24	ADD for each add'l 10 CY.	\$178.00	10 CY	\$183.38	0%	\$183.00	\$5.00
25	Traffic Control Plan Review	\$512.00	each	\$529.28	0%	\$529.00	\$17.00
26	Work in Public Right-of-Way Started Prior to Obtaining a Permit	Double the Permit Issuance Fee and Inspection Fee		NA	NA	Double the Permit Issuance Fee and Inspection Fee	\$0.00
27	Revocable Encroachment Permit/Hold Harmless Agreement	\$484.00	each	\$499.59	0%	\$499.00	\$15.00
28	Storage in Public ROW for Moving Pods and Portable Toilets (East Bay Sanitary dumpsters exempt; storage pods for residential moving exempt from bond deposit)	\$125.00	per one week	\$130.15	0%	\$130.00	\$5.00
29	Moratorium Street Restoration Fee for Street cuts not exceeding 5' x 5'; Restoration for street cuts larger than 5' x 5' on a moratorium street will be calculated by the City Engineer based on recent bid costs for annual City slurry seal projects	\$974.00	each	\$993.98	0%	\$993.00	\$19.00
30	Re-inspection/Additional Inspection (for reasons such as work not ready for a scheduled inspection, work done without an inspection, work partially completed or annual permit inspection)	\$241.00	each	\$248.45	0%	\$248.00	\$7.00
31	Traffic Striping Restoration -Thermoplastic Pavement Legends (includes removal and replacement and related contract work)	\$300.00	each	\$305.00	0%	\$305.00	\$5.00
32	Traffic Striping Restoration -Thermoplastic 4" Line (includes removal and replacement and related contract work)	\$4.00	LF	\$5.00	0%	\$5.00	\$1.00
33	Traffic Striping Restoration -Thermoplastic 12' Line (includes removal and replacement and related contract work)	\$12.00	LF	\$12.50	4%	\$12.00	\$0.00
34	Traffic Striping Restoration -Thermoplastic Detail 22 (includes removal and replacement and related contract work)	\$6.00	LF	\$6.10	2%	\$6.00	\$0.00

PUBLIC WORKS

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
35	Pavement Marker Restoration - Caltrans Type AY Pavement Reflective Markers (includes replacement and related contract work)	\$48.00	each	\$49.00	0%	\$49.00	\$1.00
36	Utility Pole - Set, Relocate or Remove	\$512.00	each	\$529.28	0%	\$529.00	\$17.00
37	Temporary Construction Parking for vehicles that have commercial license plates and Limited Construction Equipment Storage (includes construction parking permit)	\$241.00	per week	\$248.45	0%	\$248.00	\$7.00
38	Transportation Permit - Per Calif. State Vehicle Code Section 35795	\$16.00	per trip	NA	NA	\$16.00	\$0.00
39	Haul Route Impact Fees						
40	For qualifying projects as determined by the City Engineer, Haul Route Fees are charged on the following costs per square yard of pavement per PCI point drop in each 500-foot long section of haul route. For haul routes in use for over one year, a PCI discount will be applied against the PCI change as listed below. If the Post-construction PCI is higher than the Pre-construction PCI, the PCI change shall be considered to be zero. The final PCI value will determine the category of the fee charged.						
41	Arterial						
42	100<pci<70	\$0.36		NA	NA	\$0.37	\$0.01
43	69<pci<50	\$1.02		NA	NA	\$1.05	\$0.03
44	49<pci<25	\$1.04		NA	NA	\$1.07	\$0.03
45	24<pci<0	\$1.83		NA	NA	\$1.88	\$0.05
46	Collector						
47	100<pci<70	\$0.36		NA	NA	\$0.37	\$0.01
48	69<pci<50	\$0.84		NA	NA	\$0.87	\$0.03
49	49<pci<25	\$1.04		NA	NA	\$1.07	\$0.03
50	24<pci<0	\$1.83		NA	NA	\$1.88	\$0.05
51	Residential						
52	100<pci<70	\$0.28		NA	NA	\$0.29	\$0.01
53	69<pci<50	\$0.79		NA	NA	\$0.81	\$0.02
54	49<pci<25	\$0.95		NA	NA	\$0.98	\$0.03
55	24<pci<0	\$1.58		NA	NA	\$1.63	\$0.05
56	PCI Discount						
57	100<pci<70	2.2 pts/year		NA	NA	2.2 pts/year	\$0.00

PUBLIC WORKS

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
58	69<pci<50	2.7 pts/year		NA	NA	2.7 pts/year	\$0.00
59	49<pci<25	3.3 pts/year		NA	NA	3.3 pts/year	\$0.00
60	24<pci<0	3.6 pts/year		NA	NA	3.6 pts/year	\$0.00
61	Parking Controls						
62	Appeal of No Parking/Stopping Anytime Zones	\$1,115.00	each	\$1,179.74	0%	\$1,179.00	\$64.00
63	Red curb marking next to residential driveway (Subject to City Engineer approval of Resident Request)	\$515.00	each	\$549.39	0%	\$549.00	\$34.00
64	Temporary No Parking/Stopping Anytime Signs (Encroachment Permit Issuance Fee also applies)	\$8.00	each	\$8.00	0%	\$8.00	\$0.00
65	Temporary Barricades						
66	Pick-up/drop-off by City crew	\$179.00	per pick-up/drop-off	\$199.88	0%	\$199.00	\$20.00
67	Replacement	\$100.00	per barricade	\$100.00	0%	\$100.00	\$0.00
68	Street Tree Permits						
69	Street Tree Planting by Property Owner (Includes planting permit, site approval, and planting inspection)	\$533.00	per 1-3 trees	\$587.26	50%	\$294.00	-\$239.00
70	Street Tree Maintenance Bond - Required three-year refundable maintenance bond for when property owner plants new Street Trees to cover Staff time needed to rehabilitate or remove a tree that has not been properly maintained.	\$177.00	per tree, refundable after 3-year health verification	\$195.75	0%	\$195.00	\$18.00
71	New Street Tree Planting and Related Work by City (Includes permit, one 15-gallon tree, planted, staked, and mulched, and comes with watering bag. Requires signed City Tree Care Agreement)	\$1,306.00	per tree	\$1,396.77	50%	\$698.00	-\$608.00
72	Concrete Removal for Tree Well	\$655.00	per 16 s. f.	\$691.51	0%	\$691.00	\$36.00
73	Concrete Removal for Tree Well (per s.f. after first 16 s.f. removal)	\$25.00	per s.f.	\$25.00	0%	\$25.00	\$0.00
74	Maintenance to Establish New Tree - Three-year maintenance fee when City is establishing new tree without a City Tree Care Agreement, usually in case of mitigation for street tree removal and planting in a different location that the responsible property owner is not able to maintain.	\$1,266.00	per tree	\$1,356.77	0%	\$1,356.00	\$90.00

PUBLIC WORKS

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
75	Vegetation removal by City	\$775.00	per 24 sq ft or less	\$819.90	0%	\$819.00	\$44.00
76	Street Tree Replacement by City (replace existing street tree with a suitable street tree subject to City approval)	\$773.00	minimum	\$809.51	0%	\$809.00	\$36.00
77	Permit for Street Tree Pruning or Removal by Property Owner or Utility Company (includes inspection by Program Manager)	\$355.00	minimum	\$391.51	0%	\$391.00	\$36.00
78	Bond for Street Tree Pruning, Protection, or Removal by Property Owner or Utility Company	\$294.58	minimum	NA	NA	\$303.42	\$8.84
79	Violation for Unauthorized Street Tree Pruning, Mutilation or Removal (i.e., work without a Permit)						
80	0-5.99 inch	\$535.60	Tree Diameter @ 4.5 feet	NA	NA	\$551.67	\$16.07
81	6.0-11.99 inch	\$803.40	Tree Diameter @ 4.5 feet	NA	NA	\$827.50	\$24.10
82	12.0-17.99 inch	\$1,071.20	Tree Diameter @ 4.5 feet	NA	NA	\$1,103.34	\$32.14
83	18.0-23.99 inch	\$1,606.80	Tree Diameter @ 4.5 feet	NA	NA	\$1,655.00	\$48.20
84	24 inch and greater	\$2,142.40	Tree Diameter @ 4.5 feet	NA	NA	\$2,206.67	\$64.27
85	Erosion and Clean Water						
86	Stormwater Pollution Prevention Construction Permit: C.6 Inspections (Permits for construction projects that require Stormwater Pollution Prevention, includes monthly ins						
87	Less than 1-acre hillside site, requiring an erosion and sediment control plan	\$484.00		\$499.59	0%	\$499.00	\$15.00
88	More than an acre, requiring an erosion and sediment control plan	\$850.00		\$872.33	0%	\$872.00	\$22.00
89	Re- Inspections (Due to Fail in maintaining BMP's)	\$493.00		\$505.58	0%	\$505.00	\$12.00
90	C.3 Fees for projects which create or replace more than 10,000 square feet of impervious surface						
91	Stormwater Control Plan Review/Approval (Collected by Planning Dept at initial submittal)	\$718.00	each	\$738.88	0%	\$738.00	\$20.00
92	Operations & Maintenance Plan Review/Approval (O&M Plan to include Maintenance Agreement and description of annual inspection fees) (Collected by Building Dept at plan check submittal)	\$582.00	per square feet of impervious surface	\$600.04	0%	\$600.00	\$18.00
93	Annual Inspection Fee-Collected by Public Works Department as described in Maintenance Agreement (Includes max of one field inspection. Additional re-inspection will be charged additional inspection fee)	\$696.00	up to 25,000 sf	\$721.51	0%	\$721.00	\$25.00

PUBLIC WORKS

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
94	Annual Inspection Fee-Collected by Public Works Department as described in Maintenance Agreement	\$1,159.00	more than 25,000 sf	\$1,194.71	0%	\$1,194.00	\$35.00
95	Miscellaneous						
96	Illicit Discharge Response / Hazardous Materials Spill Clean-Up - costs to include supervision, reporting, overhead, equipment, hourly wages and fringe benefits of the employees involved	\$1,910.00	per response, per day	\$2,021.92	0%	\$2,021.00	\$111.00
97	Public Works Hourly Rates (for other Services Not Specified)	Note: Hourly rates are based on the City's Cost Allocation Study. The Public Works Director may determine a permit application to be unusually complex or time consuming and use consultants for review and inspection. Charges for consultants will equal actual contract costs plus 30% administrative charge					
98	Public Works Director	\$359.00	hourly	\$393.46	0%	\$393.00	\$34.00
99	Management Assistant	\$116.00	hourly	\$124.15	0%	\$124.00	\$8.00
100	Engineering Manager/Senior Engineer	\$261.62	hourly	NA	NA	\$269.47	\$7.85
101	Operations + Environmental Services Division Manager	\$225.00	hourly	\$209.54	0%	\$209.00	-\$16.00
102	Programs Manager/Analyst	\$116.00	hourly	\$179.50	0%	\$179.00	\$63.00
103	Associate Engineer	\$194.00	hourly	\$200.91	0%	\$200.00	\$6.00
104	Operations Supervisor	\$152.00	hourly	\$173.94	1%	\$173.00	\$21.00
105	Technician/Inspector	\$134.00	hourly	\$136.14	0%	\$136.00	\$2.00
106	Maintenance Worker / Recycling Maintenance Worker	\$103.00	hourly	\$112.91	1%	\$112.00	\$9.00
107	Admin Clerk Specialist	\$99.00	hourly	\$117.88	1%	\$117.00	\$18.00
108	Environmental Specialist	\$133.00	hourly	\$144.47	0%	\$144.00	\$11.00
109	Bid Protest Fee	\$1,340.00		\$1,437.05	0%	\$1,437.00	\$97.00
110	Recycling + Environmental Services						
111	Construction Waste Management Plan Review Fee	\$363.00	per plan review, inclusive of pre plan and post report	\$394.69	0%	\$394.00	\$31.00
112	Solid Waste Collection and Disposal Subscription Exemption Application Fee	\$665.00	per application	\$722.35	0%	\$722.00	\$57.00

PUBLIC WORKS

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
113	Recycling + Environmental Resource Center Tour Fee	\$99.00	per tour, excluding free monthly tours	\$117.88	0%	\$118.00	\$19.00
114	Citywide Garage Sale Listing	\$25.75	per registration	\$72.24	63%	\$26.50	\$0.75
115	Solid Waste Event Stands Rental (set of three - Recycling, Compost, and Garbage)	\$60.00	per stand	\$209.54	70%	\$62.00	\$2.00
116	Additional Set of Solid Waste Event Stands	\$25.00	per stand	NA		\$25.00	\$0.00
117	Solid Waste Event Stand Delivery by City	\$50.00	per event	NA		\$50.00	\$0.00
118	Solid Waste Event Stand Pick-up by City	\$50.00	per event	NA		\$50.00	\$0.00
119	Solid Waste Event Stand Replacement	\$135.00	per stand	\$135.00	0%	\$135.00	\$0.00
120	Compact Fluorescent Bulb (CFL) and LED Bulb Recycling *	\$4.25	per bulb	NA	NA	\$4.40	\$0.15
121	Fluorescent Tube Recycling *	\$0.75	per linear foot	NA	NA	\$0.75	\$0.00
122	CFL & Tube Large Quantity (over 15 CFLs and/or 30 feet) Recycling	\$14.50	additional flat fee	NA	NA	\$14.95	\$0.45
123	Sharps Disposal*	\$4.25	per disposal	NA	NA	\$4.40	\$0.15
124	Pharms Disposal*	\$4.25	per disposal	NA	NA	\$4.40	\$0.15
125	Cardboard, Paper, Books, Magazines, Newspaper, Metals, and Electronics Recycling Drop-off - for amounts equal to or greater than 1 cubic yard (~26 bankers boxes) ** (minimum charge \$20)	\$8.25	per cubic yard	NA	NA	\$20.00	\$11.75

Note: Citywide Fees apply. Credit Card Transaction Fees are per transaction.

*No cost for residents in RecycleMore service area. Proof of residency required

** No cost for El Cerrito rate payers. City reserves the right to reject large quantities. Proof of residency required

***Includes market rate sale of salvaged materials plus processing fee

FIRE

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
1	Occupancy Inspection Fees						
2	Fire Safety Inspection: Annual Inspection plus one (1) re-inspection	\$361.00	Each	\$658.78	45%	\$361.00	\$0.00
3	Educational Inspection-Public Schools (Group E): Annual Inspection plus one (1) re-inspection	N/A	Each	\$172.87	100%	N/A	\$0.00
4	Educational Inspection-Private Schools (Group E): Annual Inspection plus one (1) re-inspection	\$346.00	Each	\$345.74	0%	\$345.00	-\$1.00
5	Hotels & Apartments (Group R-1): < 15 Units Annual Inspection plus one (1) re-inspection	\$276.00	Each	\$301.83	0%	\$301.00	\$25.00
6	Hotels & Apartments (Group R-1): 15-99 Units Annual Inspection plus one (1) re-inspection	\$553.00	Each	\$603.67	0%	\$603.00	\$50.00
7	Hotels & Apartments (Group R-1): 100-249 Units Annual Inspection plus one (1) re-inspection	\$830.00	Each	\$905.50	0%	\$905.00	\$75.00
8	Hotels & Apartments (Group R-1): 250 or more Units Annual Inspection plus one (1) re-inspection	\$1,107.00	Each	\$1,207.33	0%	\$1,207.00	\$100.00
9	Residential (R-3) Single Family Requested Fire Safety Inspection	N/A	Each	NA	NA	N/A	\$0.00
10	Day Care (Group R-3): Annual Inspection plus one (1) re-inspection	\$231.00	Each	\$345.74	0%	\$345.00	\$114.00
11	Additional Reinspections	\$115.00	Each	\$172.87	1%	\$172.00	\$57.00
12	Operational Permits & Inspection Fees						
13	Assembly Permit: Requires Fire Safety Inspection	\$276.00	Each	\$301.83	0%	\$301.00	\$25.00
14	Christmas Tree Lot Operation Permit	\$276.00	Each	\$301.83	0%	\$301.00	\$25.00
15	Compressed Gas Permit: Requires Occupancy Inspection	\$115.00	Each	\$172.87	1%	\$172.00	\$57.00
16	Demolition Permit: Includes pre and post inspections	\$553.00	Each	\$603.67	0%	\$603.00	\$50.00
17	Dry Cleaning Permit: Requires Fire Safety Inspection	\$115.00	Each	\$172.87	1%	\$172.00	\$57.00
18	Fire Alarm Annual Inspection: Requires Occupancy Inspection	\$195.50	Each	\$301.83	35%	\$195.50	\$0.00
19	Food Booth Permit	\$276.00	Each	\$301.83	0%	\$301.00	\$25.00
20	Hood & Duct Annual Inspection: Requires Fire Safety Inspection	\$276.00	Each	\$301.83	0%	\$301.00	\$25.00
21	Model Rocket Permit	N/A	Each	NA	NA	N/A	\$0.00
22	Repair Garage Permit: Requires Occupancy Inspection	\$195.50	Each	\$345.74	43%	\$195.50	\$0.00
23	Open Burning Permit: Residential	N/A	Each	NA	NA	N/A	\$0.00
24	Sprinkler & Standpipe Annual Inspection: Requires Occupancy Inspection	\$231.00	Each	\$345.74	0%	\$345.00	\$114.00
25	Membrane Structure, Tent or Canopy Permit	\$553.00	Each	\$603.67	0%	\$603.00	\$50.00
26	Welding & Cutting Permit: Requires Occupancy Inspection	\$231.00	Each	\$345.74	0%	\$345.00	\$114.00
27	Miscellaneous No- Action Permits	N/A	Each	NA	NA	N/A	\$0.00
28	Plan Review						
29	Preliminary Plan Review: Residential Remodel (1-2 family units)	\$914.00	Each	\$1,044.03	0%	\$1,044.00	\$130.00
30	Preliminary Plan Review: Residential/ADU (1-2 family units)	\$609.00	Each	\$696.02	0%	\$696.00	\$87.00
31	Preliminary Plan Review: Commercial (including multi-family/apartment/condo/townhouse)	\$914.00	Each	\$1,044.03	0%	\$1,044.00	\$130.00
32	New Construction Plan Check & One Site Inspection (< 4999 sq. ft.)	\$914.00	Each	\$1,044.03	0%	\$1,044.00	\$130.00
33	New Construction Plan Check & Site Inspection (>5000 sq. ft., each add'l 1000 sq. ft.)	\$304.00	Each	\$348.01	0%	\$348.00	\$44.00
34	Additional Site Inspections	\$276.00	Each	\$301.83	0%	\$301.00	\$25.00
35	Fire Alarm System Plan Review: First 25 Devices	\$609.00	Each	\$696.02	0%	\$696.00	\$87.00
36	Fire Alarm System Plan Review: each additional 25 Devices or Portion Thereof	\$304.00	Each	\$348.01	0%	\$348.00	\$44.00
37	Fire Alarm System On Site Inspection: First 25 Devices	\$415.00	Each	\$452.75	0%	\$452.00	\$37.00

FIRE

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
38	Fire Alarm System Inspection: each additional 25 Devices or Portion Thereof	\$195.50	Each	\$301.83	35%	\$195.50	\$0.00
39	Hood & Duct Plan Review and One Field Inspection	\$491.05	Each	NA	NA	\$491.05	\$0.00
40	Medical Gas Plan Review and One Field Inspection	\$231.00	Each	\$345.74	0%	\$345.00	\$114.00
41	Sprinkler System Plan Review: Residential- First 25 Heads (New or Modify 1 -2 family units)	\$914.00	Each	\$1,044.03	0%	\$1,044.00	\$130.00
42	Sprinkler System Plan Review: Residential- Each Additional 25 Heads (New or Modify)	\$304.00	Each	\$348.01	0%	\$348.00	\$44.00
43	Sprinkler Systems Field Inspections Residential: Rough in & Final - First 25 heads	\$553.00	Each	\$603.67	0%	\$603.00	\$50.00
44	Sprinkler Systems Field Inspections Residential: Rough in & Final - Each Additional 25 heads	\$195.50	Each	\$301.83	35%	\$195.50	\$0.00
45	Sprinkler System Plan Review: Commercial (New)- First 25 Heads (includes multi-family)	\$914.00	Each	\$1,044.03	0%	\$1,044.00	\$130.00
46	Sprinkler System Plan Review: Commercial (New)- Each Additional 25 Heads or Portion Thereof	\$304.00	Each	\$348.01	0%	\$348.00	\$44.00
47	Sprinkler Systems Field Inspections Commercial: First 25 heads	\$830.00	Each	\$905.50	0%	\$905.00	\$75.00
48	Sprinkler Systems Field Inspections Commercial: Each Additional 25 heads	\$276.00	Each	\$301.83	0%	\$301.00	\$25.00
49	Underground Review and Inspection	\$231.00	Each	\$345.74	0%	\$345.00	\$114.00
50	Standpipe System Plan Review & Inspection	\$346.00	Each	\$518.62	0%	\$518.00	\$172.00
51	Additional Risers	\$231.00	Each	\$345.74	0%	\$345.00	\$114.00
52	Fire Pumps & Related Equipment Plan Review and Two Field Inspections (Acceptance)	\$346.00	Each	\$518.62	0%	\$518.00	\$172.00
53	Hydrant Water Flow Test for Sprinkler Calculations (per Test)	\$462.00	Each	\$691.49	0%	\$691.00	\$229.00
54	Emergency Responder Radio Communication System (ERRCS) Plan Review & Inspection	\$914.00	Each	\$1,044.03	0%	\$1,044.00	\$130.00
55	Vegetation Management						
56	Vegetation Management Parcel Inspection - First Inspection	N/A	Each	\$150.92	100%	N/A	\$0.00
57	Additional Inspections	\$195.50	Each	\$301.83	35%	\$195.50	\$0.00
58	Vegetation Abatement Fees	Actual Cost + 10%	Each	NA	NA	Actual Cost + 10%	\$0.00
59	Court Fees	Actual Cost + 10%	Each	NA	NA	Actual Cost + 10%	\$0.00
60	CERT Classes						
61	CPR Classes - El Cerrito & Kensington Residents	\$59.49	Each	NA	NA	\$59.49	\$0.00
62	First Aid - El Cerrito & Kensington Residents	\$59.49	Each	NA	NA	\$59.49	\$0.00
63	CPR Classes - Non- Residents	\$70.30	Each	NA	NA	\$70.30	\$0.00
64	First Aid - Non-Residents	\$70.30	Each	NA	NA	\$70.30	\$0.00
65	False Alarms						
66	1st False Alarm	N/A	Each	NA	NA	N/A	\$0.00
67	2 or Over False Alarms in 12 months	\$300.00	Each	NA	NA	\$300.00	NA

FIRE

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
68	Fire Department Hourly Rates						
69	Fire Apparatus Response or Standby Charge per hour (Engine)	\$611.00	Per Hour	\$658.78	0%	\$658.00	\$47.00
70	Fire Apparatus Response or Standby Charge per hour (Truck)	\$611.00	Per Hour	\$658.78	0%	\$658.00	\$47.00
71	Fire Apparatus Response or Standby Charge per hour (Command)	\$304.00	Per Hour	\$348.01	0%	\$348.00	\$44.00
72	Fire Investigation per hour (plus costs)	\$304.00	Per Hour	\$348.01	0%	\$348.00	\$44.00
73	Fire Chief - ST	\$344.00	Per Hour	\$380.24	0%	\$380.00	\$36.00
74	Fire Chief - OT	\$516.00	Per Hour	\$570.37	0%	\$570.00	\$54.00
75	Battalion Chief - Training - ST	\$304.00	Per Hour	\$348.01	0%	\$348.00	\$44.00
76	Battalion Chief - Training - OT	\$152.00	Per Hour	\$174.01	0%	\$174.00	\$22.00
77	Battalion Chief - ST	\$304.00	Per Hour	\$348.01	0%	\$348.00	\$44.00
78	Battalion Chief - OT	\$457.00	Per Hour	\$522.02	0%	\$522.00	\$65.00
79	Captain-Fire Prevention - ST	\$276.00	Per Hour	\$301.83	0%	\$301.00	\$25.00
80	Captain-Fire Prevention - OT	\$415.00	Per Hour	\$452.75	0%	\$452.00	\$37.00
81	Captain-Paramedic - ST	\$255.00	Per Hour	\$274.39	0%	\$274.00	\$19.00
82	Captain-Paramedic - OT	\$383.00	Per Hour	\$411.59	0%	\$411.00	\$28.00
83	Captain - ST	\$235.00	Per Hour	\$249.99	0%	\$249.00	\$14.00
84	Captain - OT	\$117.00	Per Hour	\$124.99	1%	\$124.00	\$7.00
85	Engineer/Paramedic - ST	\$218.00	Per Hour	\$231.68	0%	\$231.00	\$13.00
86	Engineer/Paramedic - OT	\$327.00	Per Hour	\$347.51	0%	\$347.00	\$20.00
87	Engineer - ST	\$194.00	Per Hour	\$211.51	0%	\$211.00	\$17.00
88	Engineer - OT	\$97.00	Per Hour	\$105.76	1%	\$105.00	\$8.00
89	Firefighter/Paramedic - ST	\$186.00	Per Hour	\$199.25	0%	\$199.00	\$13.00
90	Firefighter/Paramedic - OT	\$279.00	Per Hour	\$298.88	0%	\$298.00	\$19.00
91	Firefighter - ST	\$161.00	Per Hour	\$172.87	1%	\$172.00	\$11.00
92	Firefighter - OT	\$241.00	Per Hour	\$259.31	0%	\$259.00	\$18.00
93	Fire Executive Assistant - ST	\$115.00	Per Hour	\$127.75	1%	\$127.00	\$12.00
94	Fire Executive Assistant - OT	\$173.00	Per Hour	\$191.63	0%	\$191.00	\$18.00
95	AB 38 Inspection	\$304.00	Per Hour	\$348.01	0%	\$348.00	\$44.00

POLICE

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
1	Services & Fees						
2	Fingerprinting, Solicitor or other (plus Department of Justice Fees*)	\$51.00	per set	\$53.37	1%	\$53.00	\$2.00
3	Citation Sign-offs—Resident	\$0.00	per citation	\$42.17	100%	\$0.00	\$0.00
4	Citation Sign-offs—Non-Resident	\$25.00	per citation	\$42.17	36%	\$27.00	\$2.00
5	VIN Verification	\$55.00	per verification	\$84.35	31%	\$58.00	\$3.00
6	Alcohol Beverage Control One Day License	\$55.00	per letter	\$132.24	55%	\$60.00	\$5.00
7	False Alarm Response (1st incident)	\$0.00	each	NA	NA	\$0.00	\$0.00
8	False Alarm Response (2nd through 5th incident)	\$95.00	each	NA	NA	\$98.00	\$3.00
9	False Alarm Response (6th and subsequent incidents)	\$205.00	each	NA	NA	\$210.00	\$5.00
10	Non-permitted Alarms	\$137.00	each	NA	NA	\$140.00	\$3.00
11	Vehicle Removal/Vehicle Release Fee [Towed vehicles abandoned or stored on a public street and vehicles towed pursuant to 14602.6; 14607.6; 22651(b),(d), (e), or (h) through (r); 22651.3, 22651.5, 22651.5 (a); 22652.5;22658; 22660; or 22669 of the California Vehicle Code]	\$236.00	per release	\$254.94	0%	\$254.00	\$18.00
12	DUI Cost Recovery Fee* (\$1,000 maximum)	Actual cost to max	per 30 min increments	NA	NA	Actual cost to max	\$0.00
13	Firearm Storage Fee	\$27.00	initial	NA	NA	\$27.50	\$0.50
14	Firearm Storage Fee	\$1.00	per day	NA	NA	\$1.00	\$0.00
15	Weapons Seizure, Storage & Return	\$220.00	each	\$472.75	45%	\$260.00	\$40.00
16	Reports, Photocopies & Records						
17	Clearance Letter	\$27.00	each	\$26.69	3%	\$26.00	-\$1.00
18	Report Copy	\$8.00	each	\$9.10	1%	\$9.00	\$1.00
19	Traffic Collision Report Copy	\$8.00	per report	\$9.10	1%	\$9.00	\$1.00
20	Police Photographs, audio tapes & videotapes & CDs	\$40.00	actual cost + fee	\$53.37	1%	\$53.00	\$13.00

POLICE

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
21	Permits						
22	Concealed Weapons Permit (plus Department of Justice Fees*)	\$725.00	each	\$515.60	0%	\$515.00	-\$210.00
23	Concealed Weapons Permit Renewal (plus Department of Justice Fees*)	New	each	\$367.79	0%	\$367.00	New
24	Concealed Weapons Permit Duplicate/Modification	New	each	\$219.98	0%	\$219.00	New
25	Peddler/Solicitor Permit	\$298.00	each	\$336.91	0%	\$336.00	\$38.00
26	Permit to Sell Firearms—Initial Permit	\$400.00	each	\$512.40	0%	\$512.00	\$112.00
27	Permit to Sell Firearms—Annual Renewal	\$200.00	each	\$249.16	0%	\$249.00	\$49.00
28	Second-Hand Dealer's Permit	\$298.00	each	\$336.91	0%	\$336.00	\$38.00

POLICE

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
29	Bingo Permit	\$144.00	each	\$161.42	0%	\$161.00	\$17.00
30	Alarm Permit - Residential and Commercial	\$40.00	each	\$58.36	23%	\$45.00	\$5.00
31	Alarm Permit Renewal	\$20.00	each	\$29.18	21%	\$23.00	\$3.00
32	Block Party Permit	\$50.00	each	\$132.24	58%	\$55.00	\$5.00
33	Parade Permit	\$330.00	each	\$2,592.70	87%	\$350.00	\$20.00
34	Street Closure Permit	\$90.00	each	\$245.14	59%	\$100.00	\$10.00
35	Police Department Hourly Rates						
36	Police Chief - ST	\$373.00	hourly	\$412.22	0%	\$412.00	\$39.00
37	Police Chief - OT	\$560.00	hourly	\$618.33	0%	\$618.00	\$58.00
38	Police Captain - ST	\$279.00	hourly	\$316.74	0%	\$316.00	\$37.00
39	Police Captain - OT	\$419.00	hourly	\$475.11	0%	\$475.00	\$56.00
40	Police Lieutenant - ST	\$308.00	hourly	\$350.98	0%	\$350.00	\$42.00
41	Police Lieutenant - OT	\$462.00	hourly	\$526.47	0%	\$526.00	\$64.00
42	Police Sergeant/Investigations Assignment-ST	\$264.00	hourly	\$295.62	0%	\$295.00	\$31.00
43	Police Sergeant/Investigations Assignment-OT	\$397.00	hourly	\$443.43	0%	\$443.00	\$46.00
44	Police Corporal - ST	\$189.00	hourly	\$212.52	0%	\$212.00	\$23.00
45	Police Corporal - OT	\$94.00	hourly	\$318.78	0%	\$318.00	\$224.00
46	Police Officer - ST	\$162.00	hourly	\$168.69	0%	\$168.00	\$6.00
47	Police Officer - OT	\$243.00	hourly	\$253.04	0%	\$253.00	\$10.00
48	Records Supervisor - ST	\$142.00	hourly	\$149.70	0%	\$149.00	\$7.00
49	Records Supervisor - OT	\$214.00	hourly	\$224.56	0%	\$224.00	\$10.00
50	Police Executive Assistant - ST	\$102.00	hourly	\$116.73	1%	\$116.00	\$14.00
51	Police Executive Assistant - OT	\$153.00	hourly	\$175.09	0%	\$175.00	\$22.00
52	Senior Records Specialist- ST	\$97.00	hourly	\$107.80	1%	\$107.00	\$10.00
53	Senior Records Specialist - OT	\$145.00	hourly	\$161.71	0%	\$161.00	\$16.00
54	Police Records Specialist - ST	\$93.00	hourly	\$106.75	1%	\$106.00	\$13.00
55	Police Records Specialist - OT	\$140.00	hourly	\$160.12	0%	\$160.00	\$20.00
56	Cadet - ST	\$103.00	hourly	\$112.91	1%	\$112.00	\$9.00
57	Cadet - OT	\$51.00	hourly	\$169.36	0%	\$169.00	\$118.00
58	Parking Violation Fines						

POLICE

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
59	Obstruction or interference with Officers	\$104.00		NA	NA	\$104.00	\$0.00
60	Barriers & Signs	\$100.00		NA	NA	\$100.00	\$0.00
61	City Parking Lot	\$80.00		NA	NA	\$80.00	\$0.00
62	Parking on Sidewalk or Curb Prohibited	\$80.00		NA	NA	\$80.00	\$0.00
63	Vehicle Storage-Parking in excess of 72 hours	\$80.00		NA	NA	\$80.00	\$0.00
64	Vehicle Storage-Trailer Parked on Street Overnight	\$80.00		NA	NA	\$80.00	\$0.00

POLICE

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
65	Vehicle Storage-Parking for the purpose of engaging in vehicle sale	\$80.00		NA	NA	\$80.00	\$0.00
66	Parking for Certain Purposes-On Street for Sale	\$80.00		NA	NA	\$80.00	\$0.00
67	Parking for Certain Purposes-on Street for Repairs	\$80.00		NA	NA	\$80.00	\$0.00
68	Parking for Certain Purposes-on Street when charging for washing/polishing	\$80.00		NA	NA	\$80.00	\$0.00
69	Parking Regulations in Certain Zones	\$80.00		NA	NA	\$80.00	\$0.00
70	Angle and Parallel Parking Signs-Loading Clearance between Vehicle and Street	\$80.00		NA	NA	\$80.00	\$0.00
71	Angle and Parallel Parking Signs-Loading Clearance between other Street	\$80.00		NA	NA	\$80.00	\$0.00
72	Loading and Unloading-Angle to Curb	\$80.00		NA	NA	\$80.00	\$0.00
73	Grades-Wheels not Turned	\$80.00		NA	NA	\$80.00	\$0.00
74	Emergency Parking Signs	\$80.00		NA	NA	\$80.00	\$0.00
75	Curb Markings	\$80.00		NA	NA	\$80.00	\$0.00
76	Bus Zone	\$260.00		NA	NA	\$260.00	\$0.00
77	Parking-Limited Time	\$80.00		NA	NA	\$80.00	\$0.00
78	Parking-Prohibited during Certain Hours	\$80.00		NA	NA	\$80.00	\$0.00
79	Parking-Prohibited at all Times	\$80.00		NA	NA	\$80.00	\$0.00
80	Parking on Private Property	\$80.00		NA	NA	\$80.00	\$0.00
81	Violations Designated-4 Hour Permit Parking	\$100.00		NA	NA	\$100.00	\$0.00
82	Any ECMC parking violation not listed above shall be subject to a civil penalty	\$80.00		NA	NA	\$80.00	\$0.00
83	Curfew Violation Fines						
84	Daytime (8:00 am - 2 pm) 1st offense	\$66.00		NA	NA	\$66.00	\$0.00
85	Daytime (8:00 am - 2 pm) 2nd offense within one year	\$131.00		NA	NA	\$131.00	\$0.00
86	Daytime (8:00 am - 2 pm) 3rd offense within one year of 2nd offense	\$260.00		NA	NA	\$260.00	\$0.00
87	Nighttime (10:00 pm - 5 am) 1st Offense	\$68.00		NA	NA	\$68.00	\$0.00

RECREATION

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
1	Facility Rentals						
2	Community Center	Minimum Rental Time (Fri-Sun); 5 Hours					
3	Social Hall						
4	Resident (includes Skylight Room, Kitchen and Courtyard)	\$231.00	per hour	NA	NA	\$240.00	\$9.00
5	Additional Hours for Set-Up & Clean-Up (max. 3 hours)	25%	per hour discount of rental fee	NA	NA	25%	\$0.00
6	Deposit (credit card only)	\$600.00	per event	NA	NA	\$600.00	\$0.00
7	Deposit (credit card only) - With Alcohol	\$850.00	per event	NA	NA	\$850.00	NA
8	Alcohol Service Permit	\$138.00	per event	\$160.09	9%	\$145.00	\$7.00
9	Application Fee	\$100.00	per application	\$121.93	14%	\$105.00	NA
10	Skylight, Garden and Patio Rooms						
11	Resident	\$89.00	per hour	NA	NA	\$93.00	\$4.00
12	Deposit (credit card only)	\$126.00	per event	NA	NA	\$126.00	\$0.00
13	Pool View Room/Courtyard						
14	Resident	\$48.00	per hour	NA	NA	\$50.00	\$2.00
15	Deposit (credit card only)	\$130.00	per event	NA	NA	\$130.00	\$0.00
16	Kitchen Use	\$66.00	per hour	NA	NA	\$69.00	\$3.00
17	Group Picnic Areas						
18	Cerrito Vista						
19	Reservation—Resident	\$245.00	per day	NA	NA	\$245.00	\$0.00
20	Arlington (large group area with tables & BBQ)						
21	Spaces 4 & 5—Resident	\$190.00	per day	NA	NA	\$190.00	\$0.00
22	Spaces 4, 5 & 6—Resident	\$255.00	per day	NA	NA	\$245.00	-\$10.00
23	Other Parks, picnic tables with BBQ pit						
24	Resident	\$104.00	per day	NA	NA	\$104.00	\$0.00
25	Other Parks, picnic tables without BBQ pit						
26	Resident	\$89.00	per day	NA	NA	\$89.00	\$0.00
27	Picnic Area Cleaning Deposit	\$63.00	per day	NA	NA	\$63.00	\$0.00
28	Hana Gardens Senior Center						
29	Combined Room - Resident	\$117.00	per hour	NA	NA	\$122.00	\$5.00

RECREATION

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
30	Alcohol Service Permit	\$57.00	per event	\$60.96	0%	\$61.00	\$4.00
31	Deposit	\$282.00	per event	NA	NA	\$282.00	\$0.00
32	Clubhouses	Minimum Rental Time (Sat-Sun); 3 hours					
33	Private, Resident	\$94.00	per hour	NA	NA	\$94.00	\$0.00
34	Renovated Clubhouse Private, Resident	\$117.00	per hour	NA	NA	\$117.00	\$0.00
35	Deposit	\$282.00	per event	NA	NA	\$282.00	\$0.00
36	Alcohol Service Permit	\$57.00	per event	\$60.96	0%	\$61.00	\$4.00
37	Art Studio Instructor	\$51.00	per hour	NA	NA	\$53.00	\$2.00
38	Facility & Rental Related Fees & Discounts						
39	Transfer Fee - Rooms and Clubhouses	\$63.00	per date	NA	NA	\$66.00	\$3.00
40	Transfer Fee - Picnics	\$26.00	per date	NA	NA	\$27.00	\$1.00
41	Late Payment Fee	15%	percent	NA	NA	15%	\$0.00
42	City Co-Sponsored Rental Fee Discount	40%	percent	NA	NA	40%	\$0.00
43	Non-Profit Rental Fee Discount	20%	percent	NA	NA	20%	\$0.00
44	Governmental Agency/School District Rentals (unless specified in separate agreements)	Additional Direct Costs (if needed)	per event	NA	NA	Additional Direct Costs (if needed)	\$0.00
45	Business Hours Facility Rental Discount (Mon. - Thurs. 8:30am - 4:30pm, no holidays)	15%	per hour	NA	NA	15%	\$0.00
46	Chair Rental—Non-Profit/Co-Sponsored	\$7.00	each	NA	NA	\$7.00	\$0.00
47	Table Rental—Non-Profit/Co-Sponsored	\$10.00	each	NA	NA	\$10.00	\$0.00
48	Restroom Key (purchase or refundable deposit)	\$26.00	per key	NA	NA	\$26.00	\$0.00
49	Storage Fee - Co-Sponsored Groups Only						
50	Small Locker	\$429.00	per year	NA	NA	\$446.00	\$17.00
51	Medium Locker	\$507.00	per year	NA	NA	\$527.00	\$20.00
52	Large Locker	\$682.00	per year	NA	NA	\$709.00	\$27.00
53	Room/Small Clubhouse	\$1,248.00	per year	NA	NA	\$1,298.00	\$50.00
54	Recreation Sports Venue Rentals and Fees						
55	Raquet Courts (min. 1 hour rental)						
56	Tennis Resident	\$11.00	per hour	NA	NA	\$11.25	\$0.25
57	Pickleball Resident	\$8.00	per hour	NA	NA	\$8.25	\$0.25
58	Co-Sponsored	\$7.50	per hour	NA	NA	\$7.75	\$0.25
59	Instruction Use	\$20.00	per hour	NA	NA	\$21.00	\$1.00

RECREATION

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
60	City Co-Sponsored Group Team Captain Permit Fee	\$34.00	per season	NA	NA	\$35.00	\$1.00
61	Tennis Transfer/Cancellation Fee	\$1.00	per hour	NA	NA	\$1.00	\$0.00
62	Private Instructor Processing Fee (Tennis Certification and Insurance Required)	\$36.00	per year	NA	NA	\$37.00	\$1.00
63	Light Surcharge (Cerrito Vista)	\$4.50	per hour	NA	NA	\$4.75	\$0.25
64	Play Fields						
65	Resident	\$36.00	per hour	NA	NA	\$37.00	\$1.00
66	Cerrito Vista Hardball Field (2 hr. minimum)—Resident	\$48.00	per hour	NA	NA	\$50.00	\$2.00
67	El Cerrito Co-Sponsored Youth Group	\$16.00	per hour	NA	NA	\$16.75	\$0.75
68	Fine for violation of field policies and/or damaging fields when wet and or not playable or signs are posted.	\$410.00	per infraction	NA	NA	\$426.00	\$16.00
69	Swim Center Programs/Fees * Effective September 1						
70	Adult Swim Fees						
71	Lap Swim/Recreation/Family Swim						
72	30 Day Pass - Resident	\$96.00	valid 30 days	NA	NA	\$98.00	\$2.00
73	15-Swim Pass—Resident	\$96.00	per pass	NA	NA	\$98.00	\$2.00
74	Drop-In	\$8.00	per use	NA	NA	\$9.00	\$1.00
75	Masters Swim Team						
76	Drop-In	\$13.00	per use	NA	NA	\$14.00	\$1.00
77	30 Day Pass - Resident	\$107.00	valid 30 days	NA	NA	\$111.00	\$4.00
78	Masters Plus—Any Masters Workout/Lap Swim 30 Days Only						
79	Monthly 30 Day Masters Plus Resident	\$152.00	valid 30 days	NA	NA	\$158.00	\$6.00
80	Recreation Parent & Child Swim/Splash Park/Tot Splash						
81	Drop-in						
82	Adult (18+)	\$8.00	per use	NA	NA	\$8.00	\$0.00
83	Youth (1-17 years)	\$5.00	per use	NA	NA	\$5.00	\$0.00
84	Splash Park & Tot Splash	\$5.00	per use	NA	NA	\$5.00	\$0.00
85	Non-Swimmer Fee	\$5.00	per use	NA	NA	\$5.00	\$0.00
86	Organized Groups (minimum of 15)	\$5.00	per child	NA	NA	\$5.00	\$0.00
87	30 Days						
88	Youth—(1-17 years) Resident	\$63.00	valid 30 days	NA	NA	\$65.00	\$2.00
89	15 Swim Pass						

RECREATION

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
90	Youth Resident (1-17)	\$63.00	per pass	NA	NA	\$65.00	\$2.00
91	Splash Park/Tot Splash 15 Swim Pass						
92	Resident	\$63.00	per pass	NA	NA	\$65.00	\$2.00
93	Water Aerobics Deep/Shallow						
94	Drop In	\$13.00	per use	NA	NA	\$14.00	\$1.00
95	10-Punch Pass - Resident	\$98.00	per pass	NA	NA	\$102.00	\$4.00
96	Swim Lessons						
97	Private—Resident	\$39.00	per class	NA	NA	\$41.00	\$2.00
98	Semi-Private - Resident	\$66.00	per class	NA	NA	\$69.00	\$3.00
99	Youth Groups—Resident	\$17.00	per class	NA	NA	\$18.00	\$1.00
100	Special Arrangement Group Lesson—Resident	\$18.00	per class	NA	NA	\$19.00	\$1.00
101	Teen/Adult Group Lessons - Resident	\$32.00	per class	NA	NA	\$33.00	\$1.00
102	Swimming Clubs, Teams & Meets						
103	El Cerrito High School Team	\$3,510.00	per season	NA	NA	\$3,650.00	\$140.00
104	El Cerrito High School Team non-operating hours	\$38.00	per hour per staff	NA	NA	\$40.00	\$2.00
105	Gators Swim Club						
106	One Swimmer - Resident	\$6.00	per hour	NA	NA	\$6.25	\$0.25
107	Each Additional Household Member Discount	10%	monthly discount percent	NA	NA	10%	\$0.00
108	Swim Center Rentals						
109	Long-Term Pool Rentals	\$20.00	per lane/ per hour	NA	NA	\$21.00	\$1.00
110	Lane Rental Fee	\$25.00	per lane/ per hour	NA	NA	\$26.00	\$1.00
111	Emery G. Weed III Lap Pool-Resident, non-operating hours, practice time	\$180.00	per hour	NA	NA	\$187.00	\$7.00
112	Emery G. Weed III Lap Pool—Resident, non-operating hours, event rental	\$300.00	per hour	NA	NA	\$312.00	\$12.00
113	Swim Center Rental Deposit (refundable)	\$129.00	per event	NA	NA	\$129.00	\$0.00
114	Recreation Pool-Resident (1-50 people) (2-hour minimum)	\$210.00	per hour	NA	NA	\$218.00	\$8.00
115	Recreation Pool-Resident (51-100 people) (2-hour minimum)	\$226.00	per hour	NA	NA	\$235.00	\$9.00
116	Splash Park Rental-Resident (1-50 people) (2-hour minimum)	\$185.00	per hour	NA	NA	\$192.00	\$7.00
117	Splash Park Rental-Resident (51-100 people) (2-hour minimum)	\$198.00	per hour	NA	NA	\$206.00	\$8.00
118	Transfer Fee	\$63.00	per booking	NA	NA	\$66.00	\$3.00
119	Picnic Area Rental During Recreation Swim (Splash Park Area & Swim Camp Lawn Area) Resident (11-20 people) - listed fee plus lifeguard rate below	\$99.00	per event	NA	NA	\$103.00	\$4.00

RECREATION

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
120	Picnic Area rental during Recreation Swim (Swim Camp Lawn Area) Resident (11-15 people) - listed fee plus lifeguard rate below	\$74.00	per event	NA	NA	\$77.00	\$3.00
121	Lifeguard Fee	\$38.00	per hour	\$35.65	-12%	\$40.00	\$2.00
122	Miscellaneous Swim Center Fees		Annual Pass holders can use passes on holidays, not charged surcharge				
123	Auto-Debit Pass Discount	10%	per month	NA	NA	10%	\$0.00
124	Single Lane Program/Holiday Reservation Surcharge - Resident	\$3.00	per swim	NA	NA	\$3.00	\$0.00
125	Single Lane Program/Holiday Reservation Surcharge - Non-Resident	\$5.00	per swim	NA	NA	\$5.00	\$0.00
126	Annual Pass holders can use passes on holidays, not charged surcharge						
127	Fitness Swim Drop-In Resident Discount	New	per use	NA	NA	-\$1.00	NA
128	Youth Programs						
129	Day Camps - Effective August 24, 2026						
130	City Run Camp Resident (Price based on number of days up to 5 days, hours, special events, field trips, supplies needed)	\$20-\$622	See brochure for actual costs	NA	NA	\$20-\$647	Varies
131	Day Camp Deposit	\$49.00	per camp/week	NA	NA	\$50.00	\$1.00
132	Day Camp Cancellation Fee	\$49.00	per camp/week	NA	NA	\$50.00	\$1.00
133	Before/After School Childcare - Effective August 24, 2026						
134	5 day schedule, AM Care (~ 1.5 hours/day)	\$355.00	per month (10 Total)	NA	NA	\$369.00	\$14.00
135	4 day schedule, AM Care (~1.5vhours/day)	\$312.00	per month (10 Total)	NA	NA	\$325.00	\$13.00
136	3 day schedule, AM Care (~1.5 hours/day)	\$256.00	per month (10 Total)	NA	NA	\$266.00	\$10.00
137	2 day schedule, AM Care (~1.5 hours/day)	\$185.00	per month (10 Total)	NA	NA	\$192.00	\$7.00
138	1 day schedule, AM Care (~1.5 hours/day)	\$93.00	per month (10 Total)	NA	NA	\$96.00	\$3.00
139	5 day schedule, TK/Kinder Childcare (~ 4.25 hours/day)	\$853.00	per month (10 Total)	NA	NA	\$887.00	\$34.00
140	4 day schedule, TK/Kinder Childcare (~4.25 hours/day)	\$750.00	per month (10 Total)	NA	NA	\$780.00	\$30.00
141	3 day schedule, TK/Kinder Childcare (~4.25 hours/day)	\$614.00	per month (10 Total)	NA	NA	\$639.00	\$25.00
142	2 day schedule, TK/Kinder Childcare (~4.25 hours/day)	\$444.00	per month (10 Total)	NA	NA	\$461.00	\$17.00
143	1 day schedule, TK/ Kinder Childcare (~4.25 hours/day)	\$222.00	per month (10 Total)	NA	NA	\$231.00	\$9.00
144	5 day schedule, Kindergarten Childcare (~ 4 hours/day)	\$803.00	per month (10 Total)	NA	NA	\$835.00	\$32.00
145	4 day schedule, Kindergarten Childcare (~4 hours/day)	\$706.00	per month (10 Total)	NA	NA	\$735.00	\$29.00
146	3 day schedule, Kindergarten Childcare (~4 hours/day)	\$578.00	per month (10 Total)	NA	NA	\$601.00	\$23.00
147	2 day schedule, Kindergarten Childcare (~4 hours/day)	\$418.00	per month (10 Total)	NA	NA	\$434.00	\$16.00

RECREATION

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
148	1 day schedule, Kindergarten Childcare (~4 hours/day)	\$209.00	per month (10 Total)	NA	NA	\$217.00	\$8.00
149	5 day schedule, 1st - 6th PM Care (~3.33 hours/day)	\$699.00	per month (10 Total)	NA	NA	\$727.00	\$28.00
150	4 day schedule, 1st - 6th Care (3.33 hours/day)	\$616.00	per month (10 Total)	NA	NA	\$640.00	\$24.00
151	3 day schedule, 1st - 6th PM Care (~3.33 hours/day)	\$504.00	per month (10 Total)	NA	NA	\$524.00	\$20.00
152	2 day schedule, 1st - 6th PM Care (~3.33 hours/day)	\$364.00	per month (10 Total)	NA	NA	\$378.00	\$14.00
153	1 day schedule, 1st - 6th PM Care (~3.33 hours/day)	\$182.00	per month (10 Total)	NA	NA	\$189.00	\$7.00
154	TK & Kinder Club (~1 hour/day)	\$17.00	per day	NA	NA	\$18.00	\$1.00
155	Preschool - Effective August 24, 2026						
156	4 day schedule, 3 hour program	\$636.00	per month	NA	NA	\$661.00	\$25.00
157	3 day schedule, 3 hour program	\$477.00	per month	NA	NA	\$497.00	\$20.00
158	2 day schedule, 3 hour program	\$318.00	per month	NA	NA	\$331.00	\$13.00
159	1 day schedule, 3 hour program	\$159.00	per month	NA	NA	\$166.00	\$7.00
160	3 day schedule, 4 hour program	\$636.00	per month	NA	NA	\$662.00	\$26.00
161	2 day schedule, 4 hour program	\$424.00	per month	NA	NA	\$441.00	\$17.00
162	1 day schedule, 4 hour program	\$212.00	per month	NA	NA	\$221.00	\$9.00
163	Other Fees						
164	Before/After School & Preschool Programs - Non-Refundable Registration Fee	\$90.00	per registration	\$108.99	17%	\$90.00	\$0.00
165	Before/After School & Preschool Programs - Drop-In fee, under 3 hours program	\$28.00	per day/per program	NA	NA	\$30.00	\$2.00
166	Before/After School & Preschool Programs - Drop-In fee, over 3 hours program	\$52.00	per day/per program	NA	NA	\$55.00	\$3.00
167	Before/After School Program - Receives Reduced Lunch	30%	discount	NA	NA	30%	\$0.00
168	Before/After School Program - Receives Free Lunch	50%	discount	NA	NA	50%	\$0.00
169	Preschools - Non-Resident Rate	20%	surcharge	NA	NA	20%	\$0.00
170	Preschools - Qualifies for City Scholarship - Residents	25%	discount	NA	NA	25%	\$0.00
171	Preschools - Qualifies for City Scholarship - Non Resident	Regular Resident Rate	discount	NA	NA	Regular Resident Rate	\$0.00
172	Fees can be adjusted proportionally due to substantial changes in program hours at the discretion of the Recreation Director		program hours				
173	Fees can be adjusted proportionate to any mandated staff to child ratio changes at the discretion of the Recreation Director		staffing/ enhanced requirements				
174	Preschools - Over 8 hours (full day)	10%	monthly discount	NA	NA	10%	\$0.00
175	Before/After School & Preschool Fees Include 3.5% Admin Surcharge listed in "Other Fees & Discounts" Section						

RECREATION

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
176	Adult Programs and Services						
177	Respite Group—Resident	\$34.00	per day	NA	NA	\$35.00	\$1.00
178	Easy Ride Paratransit, each way	\$2.00	per trip	NA	NA	\$2.00	\$0.00
179	City Run Day Trips Resident (Prices based on mileage, length of trip, admission rates, volunteer trip leader expenses and supplies needed, staff planning time)	\$15-\$270	see brochure for actual costs	NA	NA	\$15-\$281	Varies
180	Other Fees & Discounts						
181	Miscellaneous						
182	Transfers, Cancellations (non-camp), and Late Payments (25% of fee, up to maximum and rounded to nearest dollar)	\$26.00	maximum charge per session	NA	NA	\$27.00	\$1.00
183	Late Pick-Up Fee (\$20 minimum + \$1.00 per minute)	\$20.00	minimum late pick-up fee	NA	NA	\$20.00	\$0.00
184	Misc. Product Fee (depending on level of effort)	Cost + 5%-20%	each + surcharge	NA	NA	Cost + 5%-20%	\$0.00
185	Staff Total Cost (i.e. custodian, part time recreation leader, etc.)	Full Hourly Cost	per hour	NA	NA	Full Hourly Cost	\$0.00
186	Signage/Banner on Recreational Facilities (per policy)	\$0-\$78	per banner or sign/month	NA	NA	\$0-\$78	\$0.00
187	Long Term Rental Discount - as determined by Recreation Director						
188	Administrative Surcharge Fee for City Run Programs	3.5%	per transaction	NA	NA	3.5%	\$0.00
189	Non-Resident & Commercial Facility Rentals Fee Surcharge - rounded to nearest dollar (unless otherwise noted)	25%	additional amount	NA	NA	25%	\$0.00
190	Special Promotion/Marketing Fundraising Opportunities - as determined by Recreation Director						
191	New Classes, Events, Field Trips, Leagues, Programs, Products, Uniforms, etc. as approved by Recreation Director						
192	City Run Program (Price based on number of days and hours, cost of supplies, staff, and staff planning time)	\$0-\$229	per day/per program	NA	NA	\$0-\$229	\$0.00
193	Third Party Programs						
194	The fees for all third party provided activities may vary based on contract negotiations & market rates at discretion of the Recreation Director						
195	No Non-Resident Surcharges for El Cerrito School Based Enrichment Programs						
196	Surcharge on Fee-Based Programs by Independent Contractor	3.5%	percent of fee	NA	NA	3.5%	\$0.00

RECREATION

Item No.	Title	Current Fee/Charge	Unit	Full Cost	Subsidy %	Proposed Fee	Fee Δ
197	Optional Disabled and Senior Discount (independent contractors may choose to use discount and split discount with City) - for ages 60+, disabled patrons. Does not apply to fees in "Adult Programs and Services" section.	15%	percent of fee	NA	NA	15%	\$0.00
198	Recreation Brochure Advertisements						
199	Copy Ready, 1/8 page	\$217.00	each	NA	NA	\$226.00	\$9.00
200	Copy Ready, Quarter page	\$487.00	each	NA	NA	\$506.00	\$19.00
201	Copy Ready, Half page	\$812.00	each	NA	NA	\$844.00	\$32.00
202	Copy Ready, Full page	\$1,352.00	each	NA	NA	\$1,406.00	\$54.00
203	Full Year of Advertising (3 RECguide Issues)	15%	Discount	NA	NA	15%	\$0.00
204	Graphic Preparation-Graphic Designer	Actual Cost	Actual	NA	NA	Actual Cost	\$0.00

City of El Cerrito — Business License Fees

Fiscal Year 2026-27 | July 1, 2026 – June 30, 2027

Fee Description	Fee Amount	Municipal Code
GENERAL FEES		
Business Enrollment (per license)	\$100.00	4.32.230
Business License Renewal (per license)	\$36.00	4.32.230
RESIDENTIAL RENTALS		
Apt. Houses, Duplexes, In-laws & Single Family Units — Per Unit	\$138.00	4.32.260
Rent Registry — Per Unit	\$50.00	10.100
BUSINESS LICENSE — ALL OTHERS		
a. Fixed Place of Business (Annual)		
Employer Only	\$386.00	4.32.230
+ 1 Employee	\$386.00	4.32.230
+ 2 Employees	\$442.00	4.32.230
+ 3 Employees	\$499.00	4.32.230
+ 4 Employees	\$555.00	4.32.230
+ 5 Employees	\$612.00	4.32.230
+ 6 Employees	\$667.00	4.32.230
+ 7 Employees	\$724.00	4.32.230
+ 8 Employees	\$780.00	4.32.230
+ 9 Employees	\$835.00	4.32.230
+ 10 Employees	\$893.00	4.32.230
Each Additional Employee	\$56.00	4.32.231
b. Professional Offices (Annual)		
Employer Only	\$470.00	4.32.231
+ 1 Employee	\$470.00	4.32.231
+ 2 Employees	\$527.00	4.32.231
+ 3 Employees	\$582.00	4.32.231
+ 4 Employees	\$639.00	4.32.231
+ 5 Employees	\$695.00	4.32.231
+ 6 Employees	\$752.00	4.32.231
+ 7 Employees	\$809.00	4.32.231
+ 8 Employees	\$863.00	4.32.231
+ 9 Employees	\$920.00	4.32.231
+ 10 Employees	\$975.00	4.32.231
Each Additional Employee	\$56.00	4.32.231
c. Contractors & Subcontractors		
Quarterly	\$167.00	4.32.240
Semiannually	\$279.00	4.32.240
Annually	\$499.00	4.32.240
d. Home Occupations (Annual)		
	\$279.00	4.32.246

City of El Cerrito — Business License Fees

Fiscal Year 2026-27 | July 1, 2026 – June 30, 2027

Fee Description	Fee Amount	Municipal Code
e. Casual Business		
Quarterly	\$80.00	4.32.246
Annually	\$327.00	4.32.246
f. Delivery Vehicles (Per Vehicle)		
	\$222.00	4.32.251
g. Fine Arts Teachers (Per Teacher)		
	\$89.00	4.32.245
h. Hotels & Motels		
Base Fee	\$553.00	4.32.270
Plus, per Unit Fee	\$23.00	4.32.270
i. Trailer Courts		
Base Fee	\$553.00	4.32.255
Plus, per Unit Fee	\$23.00	4.32.255
j. Restaurants & Nightclubs		
	\$1,108.00	4.32.280
k. Public Amusement		
1. Amusement Rides & Shows — First Day	\$222.00	4.32.290
1. Amusement Rides & Shows — Each Additional Day	\$112.00	4.32.290
2. Billiards / Bagatelle / Pool Tables (Per Table, in Addition to Other Applicable)	\$112.00	4.32.300
3. Bowling Lanes — First Lane	\$587.00	4.32.300
3. Bowling Lanes — Each Additional Lane	\$58.00	4.32.300
4a. Circus (≤4,000 seats) — First Day	\$1,663.00	4.32.300
4a. Circus (≤4,000 seats) — Each Additional Day	\$1,108.00	4.32.300
4b. Carnival & Circus (>4,000 seats) — First Day	\$3,323.00	4.32.300
4b. Carnival & Circus (>4,000 seats) — Each Additional Day	\$2,215.00	4.32.300
5. Motion Picture Theater & Plays — Quarterly	\$222.00	4.32.300
5. Motion Picture Theater & Plays — Semiannually	\$444.00	4.32.300
5. Motion Picture Theater & Plays — Annually	\$887.00	4.32.300
6. Public Dance — Daily	\$167.00	4.32.300
6. Public Dance — Quarterly	\$553.00	4.32.300
7. Amusement Not Otherwise Defined — Educational, Daily	\$167.00	4.32.300
7. Amusement Not Otherwise Defined — Educational, Quarterly	\$553.00	4.32.300
7. Amusement Not Otherwise Defined — Noneducational, Daily	\$5,536.00	4.32.300
l. Distribution and Circulation of Advertising Matter — Quarterly		
	\$553.00	4.32.330
m. Amplification Vehicles (Per Day)		
	\$5,536.00	4.32.310
n. Taxicabs (Per Vehicle)		
	\$333.00	4.32.320
o. Auctioneer		
Daily	\$279.00	4.32.345
Annually	\$2,215.00	4.32.345
p. Vehicle Parking Lot		
Per Lot	\$445.00	4.32.340

City of El Cerrito — Business License Fees

Fiscal Year 2026-27 | July 1, 2026 – June 30, 2027

Fee Description	Fee Amount	Municipal Code
Plus per 100 Square Feet	\$45.00	4.32.340
q. Pawnbroker and Check Casher	\$1,108.00	4.32.355
r. Patrol Services		
Employer Only	\$386.00	4.32.350
+ 1 Employee	\$386.00	4.32.350
+ 2 Employees	\$442.00	4.32.350
+ 3 Employees	\$499.00	4.32.350
+ 4 Employees	\$555.00	4.32.350
Each Additional Employee	\$56.00	4.32.350
s. Peddlers & Solicitors		
Quarterly	\$553.00	4.32.365
Annually	\$2,215.00	4.32.365
t. Ice Cream Vendors		
Quarterly	\$179.00	4.32.360
Annually	\$541.00	4.32.360
u. Temporary Sales	\$467.00	4.32.375
v. Bingo (Pursuant to CA Penal Code §326.5(l)1)	\$73.00	4.32.010
w. Transient/Itinerant Vendor		
Employer Only	\$386.00	4.32.010
+ 1 Employee	\$386.00	4.32.010
+ 2 Employees	\$442.00	4.32.010
+ 3 Employees	\$499.00	4.32.010
+ 4 Employees	\$553.00	4.32.010
+ 5 Employees	\$612.00	4.32.010
+ 6 Employees	\$667.00	4.32.010
+ 7 Employees	\$724.00	4.32.010
+ 8 Employees	\$780.00	4.32.010
+ 9 Employees	\$835.00	4.32.010
+ 10 Employees	\$893.00	4.32.010
Each Additional Employee	\$56.00	4.32.010
BUSINESS LICENSE — GROSS RECEIPTS		
a. Coin-Operated Vending, Amusement & Service Machines — Distributors: \$0–1,000	\$58.00	4.32.380
a. Coin-Operated Vending, Amusement & Service Machines — Distributors: \$1,001–5,000	\$86.00	4.32.380
a. Coin-Operated Vending, Amusement & Service Machines — Distributors: \$5,001–15,000	\$174.00	4.32.380
a. Coin-Operated Vending, Amusement & Service Machines — Distributors: >\$15,001 (per \$1,000)	8%	4.32.380

City of El Cerrito — Business License Fees

Fiscal Year 2026-27 | July 1, 2026 – June 30, 2027

Fee Description	Fee Amount	Municipal Code
b. Coin-Operated Vending, Amusement & Service Machines — Games of Skill: \$0–1,000	\$58.00	4.32.370
b. Coin-Operated Vending, Amusement & Service Machines — Games of Skill: \$1,001–5,000	\$86.00	4.32.370
b. Coin-Operated Vending, Amusement & Service Machines — Games of Skill: \$5,001–15,000	\$174.00	4.32.370
b. Coin-Operated Vending, Amusement & Service Machines — Games of Skill: >\$15,001 (per \$1,000)	8%	4.32.370
OTHER FEES		
Admin Delinquent Business License Collection Fee	\$51.00	
Business Name Change	\$29.00	
Duplicate Business License Certificate	\$17.00	
Zoning Information Form	\$91.00	
Home Occupation Permit	\$155.00	
Returned Check Fee	First Check \$25/\$35 Additional Check	
Business License Inspection: Fire	\$180.50	
Business License Inspection: Building	\$145.00	
Business Exemption Threshold*	\$15,693.00	
*Businesses at or below the Business Exemption Threshold are exempt from the business license tax but must still obtain a business license; staff will determine eligibility for the exemption upon application.		



AGENDA BILL

Agenda Item No. 9.A.

Date: May 19, 2026
To: El Cerrito City Council
From: Claire Coleman, Budget/Financial Services Manager; Crystal Reams, Finance Director/City Treasurer; Finance Department
Subject: Fiscal Year 2026-27 and 2027-28 Budget Study Session #3

ACTION PROPOSED

Conduct a study session on the FY 2026-27 and FY 2027-28 Biennial Budget, including:

- Review of the City Council budget for adoption
- Review of updated budget balancing scenarios B+ and C+
- Direct staff on preferred scenario for budget development

EXECUTIVE SUMMARY

At the [May 5, 2026 Budget Study Session](#), the City Council reviewed four budget balancing scenarios for the FY 2026-27 and FY 2027-28 Biennial Budget. The City Council provided feedback and directed staff to return with modified scenarios that fall between the original Scenarios B and C. The City Council expressed interest in preserving landscape maintenance services, retaining grant writing and lobbying services given the significant outside funding those contracts help secure, and maintaining special programs where fiscally possible, while acknowledging that some reductions to city programs and services will be necessary. Staff are proposing two new scenarios, Scenario B+ and Scenario C+, that reflect the City Council's feedback along with several material budget adjustments that have occurred since May 5. The City Council is asked to select a preferred scenario and direct staff to develop the Proposed Budget for consideration and adoption in June 2026.

BACKGROUND

Several budget adjustments have been made since the May 5 study session. These are reflected in both Scenario B+ and Scenario C+:

- *Cost Allocation Plan Update.* The overhead cost allocation figures have been updated based on the draft FY 2026-27 budget and the proposed Master Fee Schedule, resulting in a modest net improvement to General Fund cost recovery relative to the May 5 figures.
- *Insurance and Workers' Compensation Increase.* Following the May 5 meeting, the City received updated insurance and workers' compensation estimates from Municipal Pooling Authority (MPA). These reflect an increase of approximately \$100,000 in FY 2026-27, with a compounding increase in FY 2027-28 using the higher FY 2026-27 figure as the new base. Both scenarios reflect these updated projections.

- *Self-Contained Breathing Apparatus (SCBA) Replacement.* The City's SCBA equipment, the pressurized air tanks and masks firefighters wear in smoke and hazardous environments, requires replacement in FY 2027-28 under federal law. This cost had previously been included in the operating budget. It is now identified as a one-time expenditure, consistent with its non-recurring nature, at a total estimated cost of \$500,000. One-third of that cost is reimbursed by the Kensington Fire Protection District per the existing service contract, resulting in a net budget impact of approximately \$330,000 in FY 2027-28.
- *Fire Equipment Internal Service Fund Adjustments.* The approach to funding the fire engine has been updated in both new scenarios. Both B+ and C+ set aside approximately \$925,000 to an internal service fund (ISF) in FY 2026-27, with approximately \$589,000 in FY 2027-28 (for both the Fire Engine and SCBAs). This restructuring is designed to smooth one-time costs across both budget years. Because other costs, including the SCBA replacement and higher insurance costs, escalate significantly in FY 2027-28, concentrating the larger fire engine ISF contribution in FY 2026-27 allows the City to absorb both one-time costs without making deeper operational cuts that are not structurally necessary.

ANALYSIS

The Operations and Maintenance (O&M) budget covers the City's day-to-day costs, including staffing, services, utilities, contracts, and other recurring expenses, along with the revenues that support them. A structurally balanced O&M budget means ongoing revenues cover ongoing costs. Both Scenario B+ and Scenario C+ achieve a meaningful O&M surplus in both FY 2026-27 and FY 2027-28. That surplus is what allows the City to absorb one-time costs without drawing on General Fund reserves, or with only minimal draws.

One-time costs are separate from the O&M budget. They are large, non-recurring expenditures, and in this budget cycle they consist primarily of the fire engine and SCBA replacement. Because these costs are funded through ISF contributions generated by the O&M surplus rather than by drawing down reserves, the City's reserve balance remains stable. The ISF approach also ensures that future replacement costs are planned for systematically.

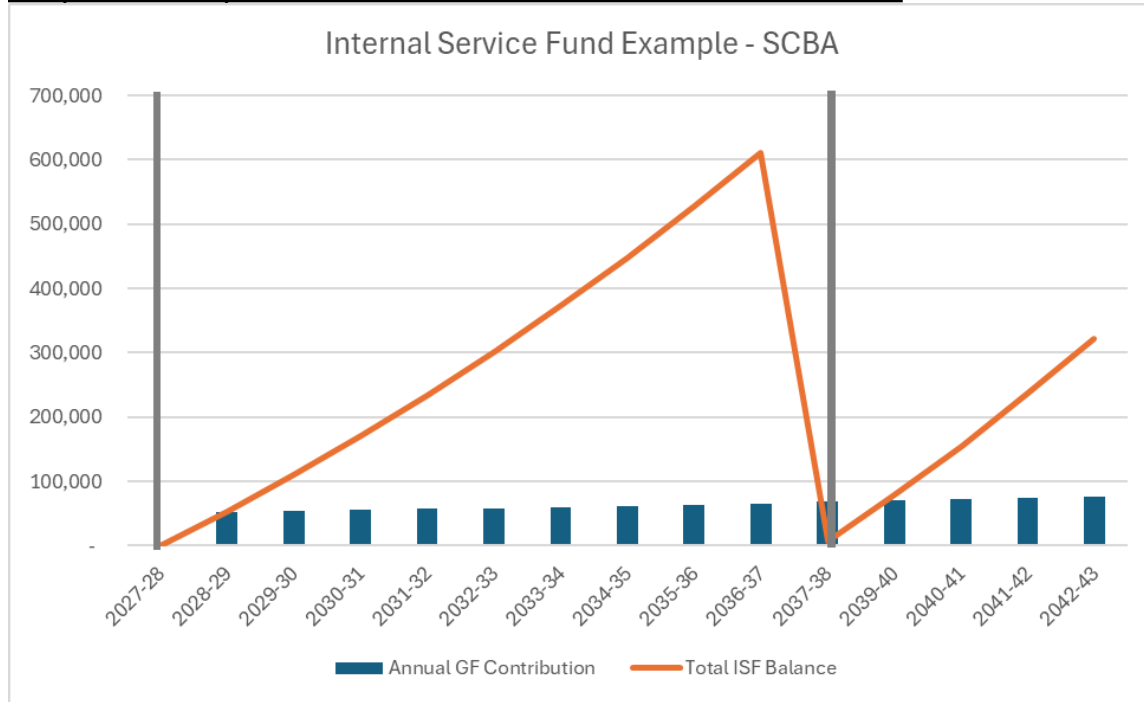
While both scenarios project a significant O&M surplus in the two budget years, that surplus is expected to narrow beginning in FY 2028-29 as costs, particularly CalPERS payments and insurance, continue to rise before beginning to decrease in the early 2030s. The structural cuts in these scenarios are designed to position the City to remain fiscally stable through that period without requiring additional cuts in future years.

About Internal Service Funds

An internal service fund is a dedicated City account used to save up for known future costs, similar to a savings account set aside for a specific purpose. Rather than paying for a large asset all at once from the General Fund when it needs to be replaced, the City makes regular annual contributions to the ISF over time. When the replacement cost comes due, the funds are already set aside.

In prior years, El Cerrito could not maintain adequate ISF contributions for vehicles, equipment, and infrastructure. As a result, when large costs arose, such as the current fire engine replacement, the City had no dedicated reserves and was forced to rely on General Fund balance. Both B+ and C+ establish and maintain ongoing ISF contributions so that future replacements are planned for and funded in advance.

Graph 1: Example Internal Service Fund Contribution Schedule



Graph 1 illustrates a sample internal service fund (ISF) contribution schedule for self-contained breathing apparatus (SCBA) equipment. Beginning with the initial replacement purchase in FY 2027-28, annual General Fund contributions accumulate over 10 years until the next replacement in FY 2037-38 as required by federal safety standards. The chart demonstrates how consistent, forward-looking contributions allow the City to fund major equipment replacements without absorbing the full cost in a single budget year. As the City expands its use of ISFs, the Finance Department will work with departments to develop and maintain replacement schedules tracking costs and contribution needs for major equipment and vehicles across the organization.

Scenario Overview

Both scenarios build on the same foundation established in the May 5 scenarios: updated overhead cost allocations, utilization of special revenue funds for allowable costs, formalized vehicle and equipment replacement ISF contributions, technology infrastructure investment, and citywide non-personnel reductions. Both scenarios also reflect all of the material budget changes described above.

The two scenarios are similar. The primary differences are in the depth of reductions to a small number of line items: the City Council travel and training budget, the Fourth of July General Fund contribution, grant writing and lobbying services, the EC Stars High School Internship Program, and landscape maintenance.

Both scenarios include a reduction to landscape maintenance. The City Council expressed hesitation at the May 5 meeting about deep cuts to landscape maintenance. Staff believe the \$15,000 annual reduction included in both scenarios is manageable, though residents may notice some visible changes to City landscapes, including increased litter accumulation, greater weed growth, and longer grass at affected locations. At this level, contract services would be reduced at select residential streetscapes and Fire Station 52, and mowing frequency on the Ohlone Greenway would be reduced from eight times per year to five times per year. Public Works maintenance staff would assume reduced-frequency landscape services at affected locations. The projected cost savings are based on preliminary discussions with the landscape maintenance contractor and would need to be formally negotiated before implementation. Spreading maintenance staff time across additional locations may also result in modestly reduced service levels at other City facilities and infrastructure. Scenario C+ includes a significantly deeper landscape maintenance reduction of \$105,000 annually (including the base \$15,000 cut), which would result in substantial and citywide impacts to City landscapes as described in the May 5 staff report. If Scenario C+ is preferred, but the landscape maintenance reduction is not, the additional library hours reduction detailed in the May 5 staff report would achieve a comparable budgetary impact and could be substituted.

Scenario B+ reduces the City Council travel and training budget by \$500 per member annually; reduces the General Fund contribution to the Fourth of July event by \$20,000; and includes a \$15,000 annual landscape maintenance reduction. It does not include reductions to grant writing and lobbying services or the EC Stars program. Scenario B+ projects use of General Fund reserves in both budget years to cover one-time costs, with a projected fund balance draw of approximately \$208,000 in FY 2026-27 and \$231,000 in FY 2027-28, keeping reserves above 29 percent in both budget years.

Scenario C+ reduces the City Council travel and training budget by \$1,000 per member annually; eliminates the General Fund contribution to the Fourth of July event entirely (\$50,000 annually); eliminates grant writing and lobbying services (\$78,000 annually); eliminates the EC Stars High School Internship Program (\$23,000 beginning in FY 2027-28); and reduces the landscape maintenance contract by a total of \$105,000 annually. Staff acknowledges that the City Council expressed hesitation at the May 5 meeting about the grant writing and lobbying services reduction, which has generated significant federal earmarks and grant funding for the City. These items are included in Scenario C+ to present the full range of options for achieving a balanced budget. Scenario C+ projects a small operating surplus net of one-time costs in both budget years, with no projected use of General Fund reserves, and keeps reserve levels above 30 percent in both budget years.

To keep reserve levels above 30% in all projected fiscal years, the City Council would need to approve decreases in both the landscape maintenance contract and additional city-funded library hours.

Reserve Levels

The City's reserve policy goal is expressed as a percentage of General Fund operating expenditures, currently 17 percent unrestricted and 13 percent in the Emergency and Disaster Recovery Fund (EDRF), for a combined goal of 30 percent. As the City's budget grows over time, the dollar amount required to meet the 17 percent goal also grows. Even if the City's total reserve dollar amount stays the same or grows slightly due to interest earnings and modest contributions, the reserve percentage can decline if the budget grows faster than the reserves.

Neither scenario is projected to draw down the total dollar amount of the City's reserves in a meaningful way. What changes is the percentage, because the City's expenditure base is growing. The reserve dollar amount is not decreasing: it is simply growing more slowly than the City's budget, which means the percentage it represents declines modestly over time.

Scenario B+ projects reserves at approximately 31 percent in FY 2026-27 and 29 percent in FY 2027-28, with a projected low of 28 percent from FY 2029-30 to FY 2030-33. Scenario C+ maintains reserves above the combined 30 percent reserve goal in both budget years, with a modest dip to 29.8 percent in FY 2028-29 and FY 2029-30. Staff notes that the additional reduction of city-funded library hours would keep reserves above 30 percent in all projected years if added to Scenario C+.

CITY COUNCIL BUDGET

The City Council is also asked to review and approve its own departmental budget as part of this study session. The budget presented in Attachment 2 reflects the current baseline and does not incorporate any proposed reductions to the Council's budget included in Scenarios B+ and C+, those reductions will be reflected in the adopted budget following the City Council's scenario selection.

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

This section is not applicable to this agenda item.

FINANCIAL CONSIDERATIONS

Both Scenario B+ and Scenario C+ achieve a balanced operations and maintenance budget in FY 2026-27 and FY 2027-28. One-time costs for the fire engine and SCBA replacement are funded through ISF contributions generated by the O&M surplus. Scenario B+ projects a use of General Fund reserves of approximately \$208,000 in FY 2026-27 and \$231,000 in FY 2027-28. Scenario C+ projects no use of General Fund reserves in either budget year. Detailed expenditure and revenue figures will be presented in the Proposed Budget.

LEGAL CONSIDERATIONS

This section is not applicable to this agenda item.

Reviewed by:



Alexandra Orologas, Assistant City Manager

Attachments:

1. Presentation
2. Council Proposed Budget (FY27-FY28)
3. Summary of Proposed Budget Solutions

City of El Cerrito Budget Study Session 3

May 19, 2026



Changes Since May 5

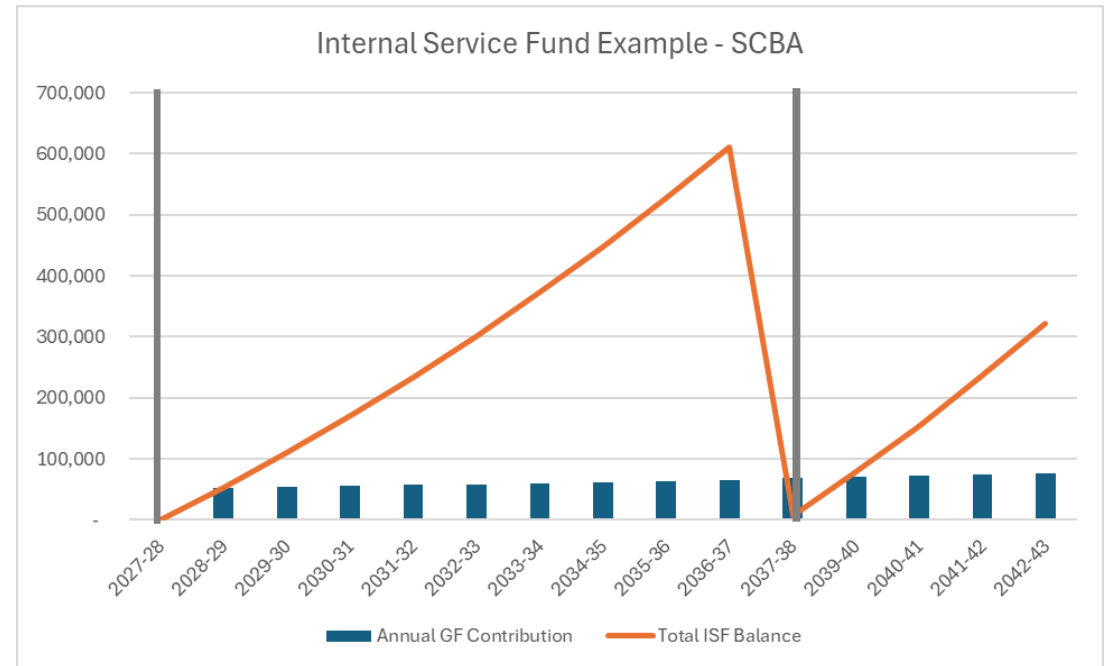


- Adjustment of scenarios based on Council feedback on May 5
- Updates to Cost Allocation Plan and development of new fees using draft FY 2026-27 budget numbers
- Self-Contained Breathing Apparatus (SCBA) replacement separated as one-time cost
- Updated insurance estimates from MPA
- Adjustment to proposed internal service fund contribution for fire engine payments (FY27 increase, FY28 decrease)

About Internal Service Funds (ISFs)



- Annual contributions replace one-time budget impacts
 - Funded throughout asset lifetime until replacement needed
- Unique replacement schedules for major equipment and vehicles
 - Tracked by Finance and Depts
 - Replacement schedules use estimates of future cost increases
- Balances grow with investment earnings



SCBA = Self-Contained Breathing Apparatus

Pending Legislation and Initiatives



- Measure backed by Howard Jarvis Taxpayers Association and Realtor Groups
 - Would eliminate real property transfer tax (RPTT) and change voter approval thresholds
- El Cerrito RPTT: ~\$3.2M/year (8-10% of General Fund); loss would require major cuts to City services
- Proponents may withdraw by June 25 if Legislative action satisfies primary financial backers
- Staff monitoring and working with lobbyists; will return to Council with periodic updates

City Council Division Budget Review



- Council reviews and approves its division budget each year
- Current budget is baseline – any changes included in scenarios will be adjusted after Council directs staff
- Detailed budget provided as attachment to agenda bill

Account Number	Account Description	Details	FY27 Proposed	FY28 Proposed
46520	Program Fees (REVENUE)	1. Host for Mayors Conference April 2027. (Revenue offset by total cost to host)	\$ 6,800.00	
54210	Telephone Expenses	Calnet System	\$ 160.00	\$ 166.40
54240	Software	iPad service for Council (5) and Quinto phone, ipad Adobe Pro licenses	\$ 4,150.00	\$ 4,150.00
54410	Printing & Binding		\$ 250.00	\$ 250.00
54610	Travel & Training	Costs associated with City Councilmembers attendance and accommodations for travel and training. Last adopted by Council FY26: \$5K per member, \$5K for Mayor, \$5K for New Mayor Academy	\$ 35,000.00	\$ 35,000.00
54920	Events and Field Trips	Mayors Conf. (Host April 2027) - 15000-6800 revenue Advisory Member Recognition Dinner (Annual) - 5000	\$ 13,200.00	\$ 5,000.00
54910	Dues & Subscriptions	1. Mayor Conf. Annual Membership - 3880/4000 2. Cal Cities Annual Dues -12760/13150 3. Cal Cities East Bay Annual Dues - 300/300 4. National League of Cities Membership Dues - 2190/2256 5. LAFCO Annual Fee - 8670/9020 6. ABAG - 8900/9260 7. JPA Tom Bates Dues - 15000/15000 8. NEW EB Wildfire Coalition - 3000/3000	\$ 54,700.00	\$ 55,986.00
54990	Other Administrative Svcs	1. Online Media (Council livestream and video archive) - 9050/9500 2. Pinole TV A/V service for Council meetings - 10300/11330 3. Zoom Webinar - 3740/3900 4. Council Retreat Facilitator -16500/17500	\$ 39,590.00	\$ 42,230.00
55110	General Office Supplies	Wall of Fame Costs (\$500 FY28 only) Council Photo Shoot (\$1500 FY27 only) Council meals, business cards, dais plates, recognition plaques, lapel pins etc)	\$ 3,500.00	\$ 2,500.00
		Expenses	\$ 150,550.00	\$ 145,282.40

Scenarios – Similarities



- Contributions to internal service funds of over \$890k annually, ongoing
- One-time purchases of fire engine (\$1.5M over 2 years) and SCBAs (\$330k)
- Updated overhead cost allocation among special funds, use of special funds where allowable and appropriate
- Budget additions for cybersecurity and technology infrastructure
- Budget cuts including:
 - Administrative support for communications, admin support and supplies, and recruitment incentives
 - Advisory body dinner and holiday lights
 - Continued use of consultant services for some building division functions

Scenarios – Core Differences



Scenario B+

- Lowest reserve level FY27 and FY28: **29%**
 - 13% EDRF
 - 16% Unassigned
- Lowest projected total reserve level from present to FY38 : **28%**
- Service Cuts:
 - Council travel \$500/member
 - Decrease GF for 4th of July by 40% - \$20k
 - Reduce Landscape maintenance by \$15k

Scenario C+

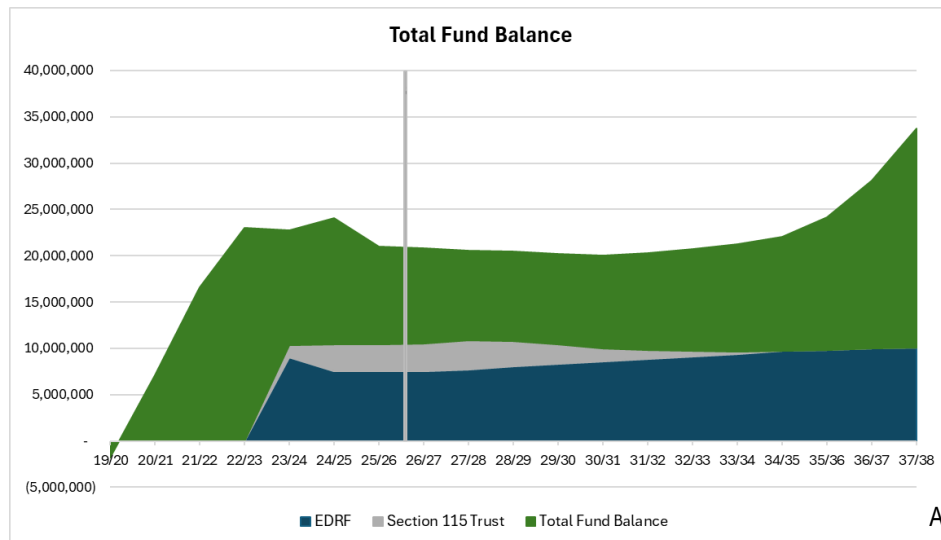
- Lowest reserve level FY27 and FY28: **30%**
 - 13% EDRF
 - 17% Unassigned
- Lowest projected total reserve level from present to FY38 : **29.7%**
- Service Cuts:
 - Council travel \$1k/member
 - Eliminate GF for 4th of July
 - Eliminate grant writing and lobbying
 - Cancel EC Stars Internship
 - Reduce Landscape maintenance by \$105k

Draft Scenarios - Summary

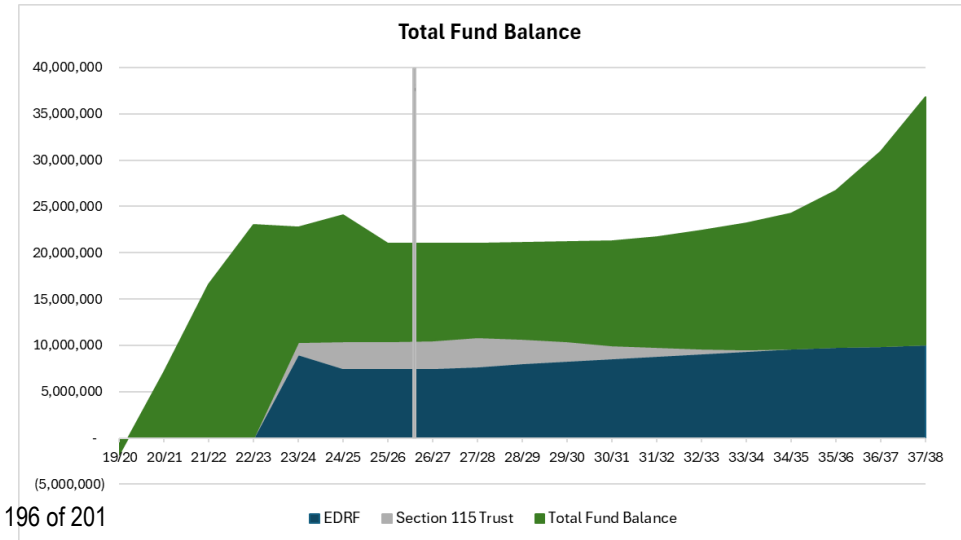


	Operating Budget Surplus (Deficit)		One-Time Expenses (Fire Engine & SCBAs)		Total Fund Balance Change		Lowest Reserve Level Projected FY 2026 – FY 2038
	FY 2026-27	FY 2027-28	FY 2026-27	FY 2027-28	FY 2026-27	FY 2027-28	
Scenario B+	717,308	357,382	(925,000)	(588,600)	(207,692)	(231,218)	13% EDRF + 15% Unassigned = 28% Unrestricted
Scenario C+	928,808	591,882	(925,000)	(588,600)	3,808	3,282	13% EDRF + 16.8% Unassigned = 29.7% Unrestricted

Scenario B+



Scenario C+



Thank you!



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Scenario B+	Scenario C+
<p>Operating Budget Additions</p> <ul style="list-style-type: none"> Invest in cybersecurity, technology infrastructure, and work order management software (\$140k) <p>Operating Budget Reductions</p> <ul style="list-style-type: none"> Reduce non-personnel budgets citywide, including supplies, equipment, professional services, and maintenance Update overhead cost allocation to special funds, reducing General Fund subsidy Utilize special revenue funds for allowable Police Department costs, including software, equipment, and administrative overhead, and decrease software and equipment budget (\$168k FY27, \$143k FY28) Reduce Police Officer recruitment incentives and recruitment support (\$48k) Decrease professional communications support, including managing social media in-house and eliminating the News and Views newsletter (\$58k) Eliminate or reduce Recreation programs and events, including some special events and most contract janitorial services (\$82k) Reduce select administrative support and supplies costs (\$45k) Cancel Advisory Board Member recognition dinner and holiday light installation on San Pablo Avenue (\$10k) Decrease City Council travel and training allocation by \$500 per member (\$2.5k total) Decrease General Fund contribution for 4th of July event by 40% (\$20k) Reduce landscape maintenance contract services, with impacts to streetscapes, medians, the Hillside Natural Area, and the Ohlone Greenway (\$15k) Permanently continue to utilize consultant services in lieu of filling vacant positions in the Building Division (\$210k) <p>Internal Service Fund and Long-Term Planning Allocations</p> <ul style="list-style-type: none"> Restructure vehicle and equipment replacement contributions through internal service fund, citywide (\$440k) Annual contribution to internal service fund for deferred maintenance and capital infrastructure (\$300k) Annual contribution to Fire Department vehicle and equipment replacement reserve (\$50k) Add annual Fire Department small vehicle replacement funding (\$100k) One-time contributions to ISF for Fire Engine (\$925k FY27, \$259k FY28) One-time Self-Contained Breathing Apparatus (SCBA) replacement (\$330k FY28 only) 	<p>Operating Budget Additions</p> <ul style="list-style-type: none"> Invest in cybersecurity, technology infrastructure, and work order management software (\$140k) <p>Operating Budget Reductions</p> <ul style="list-style-type: none"> Reduce non-personnel budgets citywide, including supplies, equipment, professional services, and maintenance Update overhead cost allocation to special funds, reducing General Fund subsidy Utilize special revenue funds for allowable Police Department costs, including software, equipment, and administrative overhead, and decrease software and equipment budget (\$168k FY27, \$143k FY28) Reduce Police Officer recruitment incentives and recruitment support (\$48k) Decrease professional communications support, including managing social media in-house and eliminating the News and Views newsletter (\$58k) Eliminate or reduce Recreation programs and events, including some special events and most contract janitorial services (\$82k) Reduce select administrative support and supplies costs (\$45k) Cancel Advisory Board Member recognition dinner and holiday light installation on San Pablo Avenue (\$10k) Decrease City Council travel and training allocation by \$1k per member (\$5k total) Eliminate General Fund contribution for 4th of July event (\$50k) Eliminate grant writing and lobbying services (\$78k) Cancel EC Stars High School Internship Program (\$23k FY28 only) Reduce landscape maintenance contract services, with impacts to streetscapes, medians, the Hillside Natural Area, and the Ohlone Greenway (\$105k) Permanently continue to utilize consultant services in lieu of filling vacant positions in the Building Division (\$210k) <p>Internal Service Fund and Long-Term Planning Allocations</p> <ul style="list-style-type: none"> Restructure vehicle and equipment replacement contributions through internal service fund, citywide (\$440k) Annual contribution to internal service fund for deferred maintenance and capital infrastructure (\$300k) Annual contribution to Fire Department vehicle and equipment replacement reserve (\$50k) Add annual Fire Department small vehicle replacement funding (\$100k) One-time contributions to ISF for Fire Engine (\$925k FY27, \$259k FY28) One-time Self-Contained Breathing Apparatus (SCBA) replacement (\$330k FY28 only)

*Highlighted items are different between the two scenarios.

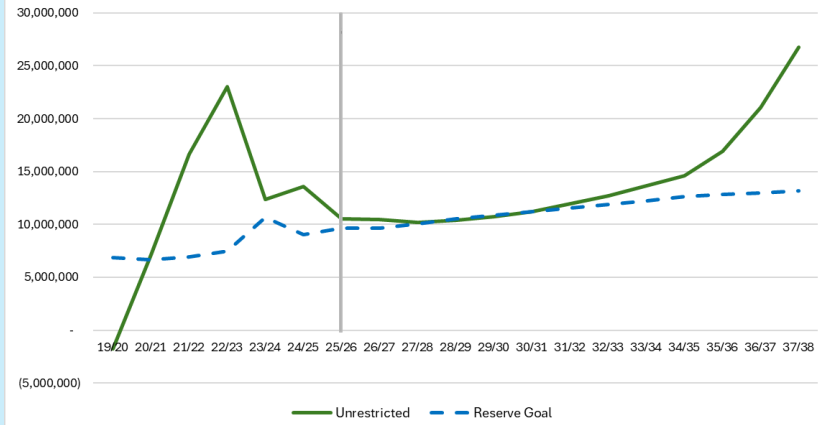
Scenario B+

Unrestricted General Fund Balance

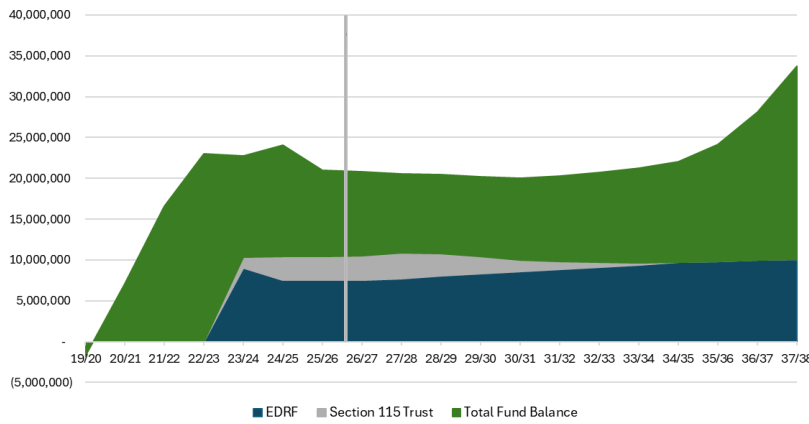


Scenario C+

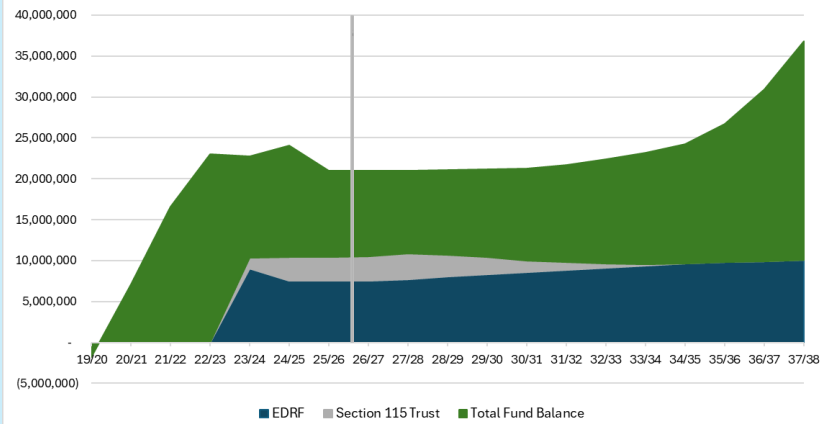
Unrestricted General Fund Balance



Total Fund Balance



Total Fund Balance



	O&M Surplus (Deficit)		One-Time Expenses (Fire Engine & SCBA)		Use of Fund Balance		Notes
	FY 2026-27	FY 2027-28	FY 2026-27	FY 2027-28	FY 2026-27	FY 2027-28	
Scenario B+	717,308	357,382	(925,000)	(588,600)	(207,692)	(231,218)	Keeps reserves above at least 29% in both years (13% EDRF + 16% unassigned). Lowest total reserve level projected by long-range forecast is 28%.
Scenario C+	928,808	591,882	(925,000)	(588,600)	3,808	3,282	Keeps reserves above at least 30% in both budget years (13% EDRF + 17% unassigned). Lowest total reserve level projected is 29.7%.

Notes:

- One-time expenses includes both the new Fire Engine and the federally mandated Self-Contained Breathing Apparatus (SCBA) replacement in 2028.
 - o One-time expenses sets aside most of the Fire Engine cost in FY 2026-27 to smooth cost impacts across the two budget years.
 - o SCBA replacement budgeted at \$330k, which reflects a total cost of \$500k offset by a partial (1/3) reimbursement by Kensington per the established contract.
- O&M stands for Operations and Maintenance – the ongoing costs of the City’s operations. One-time costs are considered separately from the O&M budget, but both affect the City’s ending fund balance.