



CITY OF OAKLAND

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OAKLAND

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# AGENDA REPORT

**TO:** Sabrina Landreth,  
City Administrator

**FROM:** William A. Gilchrist  
Director, PBD

**SUBJECT:** SUPPLEMENTAL –  
Impact Fee Assessment 2019

**DATE:** January 17, 2020

City Administrator Approval

Date

2/6/2020

## RECOMMENDATION

**Staff Recommends That The City Council Receive An Informational Report On The Status Of: 1) The City Of Oakland's Current Efforts To Complete An Assessment Of The Affordable Housing, Jobs/Housing, And Transportation And Capital Improvements Impact Fee Programs From July 2016 To June 2019, And 2) Affordable Housing Impact Fee (AHIF) Collections, Budgeting For 2019/21 And Deployment.**

## REASON FOR THE SUPPLEMENTAL REPORT

On November 12, 2019, the Planning & Building Department (PBD) and the Assistant City Administrator presented an agenda report on "Impact Fee Assessment 2019" to the Community & Economic Development (CED) Committee. The item was continued to the December 3, 2019 CED Meeting. The Committee directed staff to expand the list of projects to include the top 30 largest residential project applications issued permits since September 2016, and to add additional columns of information to the list of projects:

- The amount developer was assessed
- The first installment and date paid
- The second installment and date paid
- If the fee was not paid, the basis by which an exemption was granted
- If the project provided on-site or off-site units, how many units were provided and at what affordability level.

On December 3, 2019, PBD staff and the Assistant City Administrator responded to the November 12<sup>th</sup> CED Committee's request and presented a supplemental agenda report on "Impact Fee Assessment 2019". The CED Committee requested a supplemental report be provided at the following CED meeting, January 14, 2020 that provided information on building permits, the Comprehensive Annual Financial Report (CAFR), and housing element discrepancies.

CED Committee  
February 11, 2020

On December 26, 2019, PBD and the Finance Department produced an annual impact fee report for fiscal year ending June 30, 2019 as prescribed by California Code, Government Code – GOV § 66006. The report has been posted on the City's website (<https://www.oaklandca.gov/topics/impact-fees>).

At the January 14, 2020 CED Committee, PBD staff provided a tentative timeline on the department's professional services agreement with Macias, Gini, and O'Connell, LLP (MGO) and the timeline for completion of the firm's assessment of the Impact Fee Program. Since that time, the timeline has been updated as follows:

- MGO continues to review and analyze building permit data from both the City's land-use and permit management software Accela and Oracle financial platform.
- MGO will begin scheduling interviews with City staff starting the week of January 13<sup>th</sup>, 2020. Interviews should be completed by late February.
- After evaluating the information and the processes, recommendations will be provided to the City in March 2020.
- Final report is expected to be issued in early May 2020.

At this meeting, PBD committed to providing the February 11, 2020 CED Committee the requested a supplemental report with information on building permits, the Comprehensive Annual Financial Report (CAFR), and housing element discrepancies.

While the CAFR report and the Housing Element report are capturing data over two different time periods, the CAFR fiscal year 2018 (July 1, 2017 – June 30, 2018) and the Housing Element calendar year 2018 (January 1 – December 31, 2018), analysis by PBD staff has identified a difference in the source data formats across the two reports. PBD staff is in the process of reconciling this information, which it expects to complete by March 10, 2020.

**ACTION REQUESTED OF THE CITY COUNCIL**

Staff Recommends That The City Council Receive An Informational Report On The Status Of: 1) The City Of Oakland's Current Efforts To Complete An Assessment Of The Affordable Housing, Jobs/Housing, And Transportation And Capital Improvements Impact Fee Programs From July 2016 To June 2019, And 2) Affordable Housing Impact Fee (AHIF) Collections, Budgeting For 2019/21 And Deployment.

For questions regarding this report, please contact William A. Gilchrist, Director of the Planning and Building Department, 238-2229.

Respectfully submitted,



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