



# **AB1600 Annual Report for Development Impact Fees City of Millbrae**



*For the Fiscal Year Ending June 30, 2023*

Prepared by:



**Harris & Associates.**

1400 Willow Pass Road, Suite 500 | Concord, CA | 94520

## Table of Contents

|  |    |
|--|----|
| Executive Summary .....  | 1  |
| Section 1 – Requirements of the Mitigation Fee Act (AB1600).....                       | 3  |
| Section 2 – Annual Report .....  | 5  |
| Fund 108: Library Fee .....  | 5  |
| Fund 108: General Government Facilities Fee.....                                       | 8  |
| Fund 108: Recreation Services Fee .....  | 11 |
| Fund 108: Public Safety Fee.....   | 14 |
| Fund 108: Park Acquisition & Facilities Fee .....                                      | 17 |
| Fund 108: Mobility Infrastructure Fee .....  | 22 |
| Fund 108: Administration Fee.....  | 27 |
| Fund 107: Millbrae Station Area Specific Plan (MSASP) Public Safety Fee.....           | 30 |
| Fund 106: Millbrae Station Area Specific Plan (MSASP) Parks Fee .....                  | 33 |
| Fund 105: Millbrae Station Area Specific Plan (MSASP) Mobility/Transportation Fee..... | 38 |
| Fund 104: Millbrae Station Area Specific Plan (MSASP) Sewer Fee .....                  | 43 |
| Public Works Capital Facility Impact Fee - Water.....                                  | 48 |
| Public Works Capital Facility Impact Fee - Sewer .....                                 | 53 |
| Development Impact Fee Summary .....   | 58 |
| Appendix A: Map of MSASP Sewer Zones .....   | 60 |



---

## Executive Summary

Development Impact Fees (DIFs) are fees imposed by a local government on new or proposed development projects to ensure public services and infrastructure will be sufficient to serve those new development projects. California state law requires local agencies, on an annual basis, to prepare a report on the status of their DIF program in accordance with California Assembly Bill 1600 (AB1600). This report will serve as the City of Millbrae's AB1600 report for the Fiscal Year (FY) starting July 1, 2022, and ending June 30, 2023 (FY 22-23).

Development Impact Fees were first adopted in the City of Millbrae ("City") on February 28, 2017, with the adoption of Ordinance No. 765, which amended the Millbrae Municipal Code, Article XVIII of Chapter 10.05.1800 et seq., "Millbrae Station Area Specific Plan (MSASP) Development Impact Fee" and adopted Resolution No. 17-07 concerning Development Impact Fees for the Millbrae Station Area Specific Plan. There are four (4) MSASP Fees: Public Safety, Parks, Mobility/Transportation, and Sewer. The MSASP Fees were effective as of April 17, 2017, and are annually escalated on July 1 using the Engineering News Record (ENR) 20-Cities Construction Cost Index (CCI).

On June 9, 2020, the City adopted additional fees; the City Council adopted Ordinance No. 777 adding to the Millbrae Municipal Code Article XXXI of Chapter 10.05.3100 et seq. "Development Impact Fees" and adopted Resolution No. 20-35 Adopting Development Impact Fees, which added the Citywide Fees for Library, General Government Facilities, Recreation Services, Public Safety, Parks Acquisition & Facilities, Mobility Infrastructure, and Administration. The Citywide Fees were effective as of August 8, 2020, and are annually escalated on January 1 using the ENR 20-Cities CCI. Projects within the MSASP area are also subject to the Citywide fees. If there is an overlap with the MSASP Area DIFs, as described later in the City of Millbrae Development Impact Fee Program Nexus Study, prepared by Harris (May 2020), the developer will either pay only the applicable fee or receive a credit for any overlapping fees.

The City also collects Public Works Utility Capital Facility Impact Fees for water and sewer connections and service.



The City of Millbrae currently collects the Development Impact Fees and In-Lieu fees listed in the table below. All fees for residential land uses are collected on a per Dwelling Unit (DU) basis, and fees collected on all non-residential land uses are collected on a per Building Square Foot (SF) basis.

| <b>Citywide Fees</b>                                    | <b>Fund Number</b> |
|---|--------------------|
| Library Fee   | 108                |
| General Government Facilities Fee                       | 108                |
| Recreation Services Fee                                 | 108                |
| Public Safety Fee                                       | 108                |
| Parks Acquisition & Facilities Fee                      | 108                |
| Mobility Infrastructure Fee                             | 108                |
| Administration Fee                                      | 108                |
| <b>Millbrae Station Area Specific Plan (MSASP) Fees</b> |                    |
| MSASP Public Safety Fee                                 | 107                |
| MSASP Parks Fee   | 106                |
| MSASP Mobility/Transportation Fee                       | 105                |
| MSASP Sewer Fee   | 104                |
| <b>Public Utility Capital Facility Fees</b>             |                    |
| Water Connection Fee                                    | 670                |
| Sewer Connection Fee                                    | 660 & 661          |



---

## Section 1 – Requirements of the Mitigation Fee Act (AB1600)

Assembly Bill 1600 (AB1600), commonly known as the Mitigation Fee Act, was enacted by the State of California in 1987 and created Section 66000 et. seq. of the Government Code. AB1600 requires the City to report fee information annually and every fifth year. Within 180 days after the last day of each fiscal year, the City must make available the following information from the prior fiscal year:

1. Brief description of the type of fee in the account or fund
2. Amount of the fee
3. Beginning and ending balance in the account or fund
4. Amount of fees collected and the interest earned during the previous year
5. Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees
6. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete
7. Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each loan will be repaid and the rate of interest the account will receive on the loan
8. Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects

On October 11, 2023, California Governor Gavin Newsom signed into law AB 516 which amended certain portions of the Mitigation Fee Act related to the annual and five-year reporting requirements. Under AB516, Requirements 6 and 8 have been expanded to include:

- 6a. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted
- 6b. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable
- 8a. For any refunds made, the number of persons or entities identified to receive those refunds

For the fifth fiscal year following the first deposit into the account or fund, and every five years thereafter, the City must make the following findings with respect to any remaining funds in the fee account, regardless of whether those funds are committed or uncommitted:

1. Identification of the purpose to which the fees are to be put
2. Demonstrate a reasonable relationship between the fee and the purpose for which it is charged
3. Identification of all sources and amounts of funding anticipated to complete financing for incomplete improvements identified as part of the City's annual report



- 
4. Identification of the approximate dates on which the funding referred to in Requirement 3 is expected to be deposited into the appropriate account or fund

The City must make this information available for public review and must present it at the next regularly scheduled public meeting no less than 15 days after this information is made available to the public. This report is intended to satisfy the annual reporting requirements for FY 22-23.

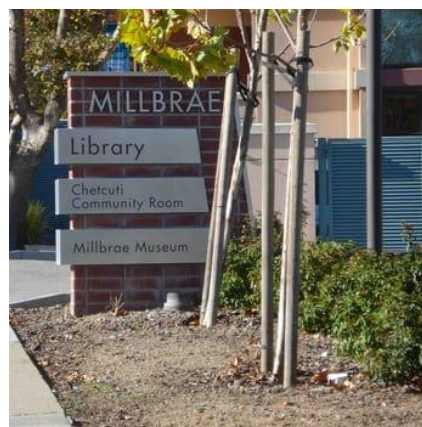
## Section 2 – Annual Report

The following section provides information necessary to meet the legal requirements for each impact fee fund. This includes a brief description of the fee, the amount of the fee, the beginning and ending balances, fee revenues collected, interest earned, and the expenditures on each project including the percentage that was funded with fees. It also includes a table summary of whether sufficient funds have been identified to complete future projects and the approximate date by which the construction of the public improvement will commence if sufficient funds have been identified. Any transfers or loans are also identified as well as any refunds from the account.

### Fund 108: Library Fee

**Requirement 1.** Brief description of the type of fee in the account or fund.

The purpose of the Library Fee is to fund new library facilities or improvements to existing library facilities to maintain the City's existing level of service. Library facilities may also include bookmobiles and capital equipment such as new books and library materials.



**Requirement 2.** Amount of the fee.

The Library Fee for FY 22-23 is summarized in **Table 1**.

**Table 1: Library Fee**

| Land Use                                    | Fee as of<br>July 1, 2022 |        |
|---|---------------------------|--------|
| <b>Residential</b>                          |                           |        |
| Single Family ( <i>per DU</i> )             | \$                        | 239.16 |
| Multi Family ( <i>per DU</i> )              | \$                        | 176.34 |
| <b>Non-Residential</b>                      |                           |        |
| Commercial ( <i>per 1,000 building SF</i> ) | \$                        | 76.05  |
| Office ( <i>per 1,000 building SF</i> )     | \$                        | 167.52 |
| Industrial ( <i>per 1,000 building SF</i> ) | \$                        | 16.53  |
| Hotel ( <i>per Room</i> )                   | \$                        | 33.06  |



---

**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 2** summarizes the beginning and ending fund balances for the Library Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 2** summarizes the fees collected and the interest earned for the Library Fee during FY 22-23.

**Table 2: Library Fee Fund Summary**

|  |                     |
|--|---------------------|
| <b>Fund 108</b>                                  |                     |
| <b>Library Fee</b>                               |                     |
| <b>Beginning Fund Balance as of July 1, 2022</b> | <b>\$96,405.46</b>  |
| <i>Revenues</i>                                  |                     |
| Fees Collected                                   | \$34,478.73         |
| Interest Earned                                  | \$2,900.20          |
| <b>Total Revenues</b>                            | <b>\$37,378.93</b>  |
| <i>Expenses</i>                                  |                     |
| Project Expenses                                 | \$0.00              |
| <b>Total Expenses</b>                            | <b>\$0.00</b>       |
| <b>Transfers In</b>                              | <b>\$0.00</b>       |
| <b>Transfers Out</b>                             | <b>\$0.00</b>       |
| <b>Ending Balance as of June 30, 2023</b>        | <b>\$133,784.39</b> |

*Source: City of Millbrae Financial Documents*

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

There were no expenditures on Library Fee projects for FY 22-23.





---

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

The City does not currently have any planned Library projects. The City is working on an updated Capital Improvement Plan (CIP) that will include additional planned projects for each DIF that is collected. Per the City of Millbrae Development Impact Fee Program Nexus Study, prepared by Harris (May 2020), the Library Fee revenue collected will be available to expand the City's existing library facilities to meet the need of new residents and workers in the City.

**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

There were no transfers or loans from this fund in FY 22-23.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects. For any refunds made, the number of persons or entities identified to receive those refunds.

There were no refunds made from this fund in FY 22-23.

## Fund 108: General Government Facilities Fee

**Requirement 1.** Brief description of the type of fee in the account or fund.

The General Government Facilities Fee is used to fund new general governmental facilities or improvements to existing general governmental facilities to maintain the City's existing level of service. General Governmental Facilities may include City Hall, City Administration facilities, and other facilities where City staff conduct administrative duties.



**Requirement 2.** Amount of the fee.

The General Government Facilities Fee for FY 22-23 is summarized in **Table 3** below.

**Table 3: General Government Facilities Fee**

| Land Use                                    | Fee as of<br>July 1, 2022 |          |
|---|---------------------------|----------|
| <b>Residential</b>                          |                           |          |
| Single Family ( <i>per DU</i> )             | \$                        | 1,169.37 |
| Multi Family ( <i>per DU</i> )              | \$                        | 861.87   |
| <b>Non-Residential</b>                      |                           |          |
| Commercial ( <i>per 1,000 building SF</i> ) | \$                        | 373.62   |
| Office ( <i>per 1,000 building SF</i> )     | \$                        | 821.09   |
| Industrial ( <i>per 1,000 building SF</i> ) | \$                        | 81.56    |
| Hotel ( <i>per Room</i> )                   | \$                        | 164.22   |



---

**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 4** summarizes the beginning and ending fund balances for the General Government Facilities Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 4** summarizes the fees collected and the interest earned for the General Government Facilities Fee during FY 22-23.

**Table 4: General Government Facilities Fee Fund Summary**

| <b>Fund 108</b>                                  |                     |
|--|---------------------|
| <b>General Government Facilities Fee</b>         |                     |
| <b>Beginning Fund Balance as of July 1, 2022</b> | <b>\$472,501.38</b> |
| <b>Revenues</b>                                  |                     |
| Fees Collected                                   | \$168,986.45        |
| Interest Earned                                  | \$14,214.44         |
| <b>Total Revenues</b>                            | <b>\$183,200.89</b> |
| <b>Expenses</b>                                  |                     |
| Project Expenses                                 | \$0.00              |
| <b>Total Expenses</b>                            | <b>\$0.00</b>       |
| <b>Transfers In</b>                              | <b>\$0.00</b>       |
| <b>Transfers Out</b>                             | <b>\$0.00</b>       |
| <b>Ending Balance as of June 30, 2023</b>        | <b>\$655,702.27</b> |

---

*Source: City of Millbrae Financial Documents*



---

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

There were no expenditures on General Government Facilities Fee projects for FY 22-23.

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

The City does not currently have any planned General Government Facilities projects. The City is working on an updated CIP that will include additional planned projects for each DIF that is collected. Per the City of Millbrae Development Impact Fee Program Nexus Study, prepared by Harris (May 2020), the General Government Facilities Fee revenue will be available to expand the City's existing general facilities to meet the need of new residents and workers in the City.

**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

There were no transfers or loans from this fund in FY 22-23.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects. For any refunds made, the number of persons or entities identified to receive those refunds.

There were no refunds made from this fund in FY 22-23.

## Fund 108: Recreation Services Fee

**Requirement 1.** Brief description of the type of fee in the account or fund.

The Recreation Services Fee is used to fund new recreation facilities or improvements to existing recreation facilities to maintain the City's existing level of service. Recreation facilities include the City's newly-constructed recreation center, community centers, and picnic areas.



**Requirement 2.** Amount of the fee.

The Recreation Services Fee for FY 22-23 is summarized in **Table 5** below.

**Table 5: Recreation Services Fee**

| Land Use                                    | Fee as of<br>July 1, 2022 |          |
|---|---------------------------|----------|
| <b>Residential</b>                          |                           |          |
| Single Family ( <i>per DU</i> )             | \$                        | 3,210.52 |
| Multi Family ( <i>per DU</i> )              | \$                        | 2,365.18 |
| <b>Non-Residential</b>                      |                           |          |
| Commercial ( <i>per 1,000 building SF</i> ) | \$                        | 100.29   |
| Office ( <i>per 1,000 building SF</i> )     | \$                        | 219.33   |
| Industrial ( <i>per 1,000 building SF</i> ) | \$                        | 22.04    |
| Hotel ( <i>per Room</i> )                   | \$                        | 44.09    |



---

**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 6** summarizes the beginning and ending fund balances for the Recreation Services Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 6** summarizes the fees collected and the interest earned for the Recreation Services Fee during FY 22-23.

| <b>Table 6: Recreation Services Fee Fund Summary</b> |                     |
|--|---------------------|
| <b>Fund 108</b>                                      |                     |
| <b>Recreation Services Fee</b>                       |                     |
| <b>Beginning Fund Balance as of July 1, 2022</b>     | <b>\$138,590.50</b> |
| <i>Revenues</i>                                      |                     |
| Fees Collected                                       | \$9,638.12          |
| Interest Earned                                      | \$3,284.53          |
| <b>Total Revenues</b>                                | <b>\$12,922.65</b>  |
| <i>Expenses</i>                                      |                     |
| Project Expenses                                     | \$0.00              |
| <b>Total Expenses</b>                                | <b>\$0.00</b>       |
| <b>Transfers In</b>                                  | <b>\$0.00</b>       |
| <b>Transfers Out</b>                                 | <b>\$0.00</b>       |
| <b>Ending Balance as of June 30, 2023</b>            | <b>\$151,513.15</b> |

*Source: City of Millbrae Financial Documents*



---

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

There were no expenditures on Recreation Services projects for FY 22-23.

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

The City does not currently have any planned Recreation Services projects. The City is working on an updated CIP that will include additional planned projects for each DIF that is collected. Per the City of Millbrae Development Impact Fee Program Nexus Study, prepared by Harris (May 2020), the Recreation Services Fee revenue will be available to fund a portion of a new recreation center that is necessary to mitigate the impacts of new development.

**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

There were no transfers or loans from this fund in FY 22-23.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects. For any refunds made, the number of persons or entities identified to receive those refunds.

There were no refunds made from this fund in FY 22-23.

## Fund 108: Public Safety Fee

**Requirement 1.** Brief description of the type of fee in the account or fund.

The Public Safety Fee is used to fund new public safety facilities or improvements to existing public safety facilities to maintain the City's existing level of service. Public Safety Facilities may include Police Headquarters, Police or Fire Stations, Police and Fire Training Towers or facilities, police or fire vehicles and equipment, and dispatch centers.



**Requirement 2.** Amount of the fee.

The Public Safety Fee for FY 22-23 is summarized in **Table 7** below.

**Table 7: Public Safety Fee**

| Land Use                                    |    | Fee as of<br>July 1, 2022 |
|---|----|---------------------------|
| <b>Residential</b>                          |    |                           |
| Single Family ( <i>per DU</i> )             | \$ | 1,277.38                  |
| Multi Family ( <i>per DU</i> )              | \$ | 941.22                    |
| <b>Non-Residential</b>                      |    |                           |
| Commercial ( <i>per 1,000 building SF</i> ) | \$ | 407.79                    |
| Office ( <i>per 1,000 building SF</i> )     | \$ | 896.04                    |
| Industrial ( <i>per 1,000 building SF</i> ) | \$ | 89.27                     |
| Hotel ( <i>per Room</i> )                   | \$ | 179.65                    |





---

**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 8** summarizes the beginning and ending fund balances for the Public Safety Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 8** summarizes the fees collected and the interest earned for the Public Safety Fee during FY 22-23.

**Table 8: Public Safety Fee Fund Summary**

|  |                     |
|--|---------------------|
| <b>Fund 108</b>                                  |                     |
| <b>Public Safety Fee</b>                         |                     |
| <b>Beginning Fund Balance as of July 1, 2022</b> | <b>\$405,850.56</b> |
| <b>Revenues</b>                                  |                     |
| Fees Collected                                   | \$184,641.34        |
| Interest Earned                                  | \$13,084.44         |
| <b>Total Revenues</b>                            | <b>\$197,725.78</b> |
| <b>Expenses</b>                                  |                     |
| Project Expenses                                 | \$0.00              |
| <b>Total Expenses</b>                            | <b>\$0.00</b>       |
| <b>Transfers In</b>                              | <b>\$0.00</b>       |
| <b>Transfers Out</b>                             | <b>\$0.00</b>       |
| <b>Ending Balance as of June 30, 2023</b>        | <b>\$603,576.34</b> |

---

*Source: City of Millbrae Financial Documents*



---

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

There were no expenditures on Citywide Public Safety projects for FY 22-23.

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

The City does not currently have any planned Citywide Public Safety projects. The City is working on an updated CIP that will include additional planned projects for each DIF that is collected. Per the City of Millbrae Development Impact Fee Program Nexus Study, prepared by Harris (May 2020), the Public Safety Fee will fund public safety buildings needed to house police and fire services needed to meet the need of new residents and workers in the City.

**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

There were no transfers or loans from this fund in FY 22-23.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects. For any refunds made, the number of persons or entities identified to receive those refunds.

There were no refunds made from this fund in FY 22-23.

## Fund 108: Park Acquisition & Facilities Fee

**Requirement 1.** Brief description of the type of fee in the account or fund.

The Parks Acquisition & Facilities Fee is used to fund park land acquisition and new park facilities or improvements to existing park facilities to maintain the City's existing level of service. The City's General Plan standard is to provide three (3) acres of parkland per 1,000 residents.



**Requirement 2.** Amount of the fee.

The Parks Acquisition & Facilities Fee for FY 22-23 is summarized in **Table 9** below. The Parks Acquisition & Facilities Fee is not charged on non-residential land uses.

**Table 9: Parks Acquisition & Facilities Fee**

| Land Use                        | Fee as of<br>July 1, 2022 |           |
|---------------------------------|---------------------------|-----------|
| Residential                     |                           |           |
| Single Family ( <i>per DU</i> ) | \$                        | 59,950.68 |
| Multi Family ( <i>per DU</i> )  | \$                        | 44,174.71 |



---

**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 10** summarizes the beginning and ending fund balances for the Parks Acquisition & Facilities Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 10** summarizes the fees collected and the interest earned for the Parks Acquisition & Facilities Fee during FY 22-23.

**Table 10: Parks Acquisition & Facilities Fee Fund Summary**

| <b>Fund 108</b>                                  |                     |
|--|---------------------|
| <b>Park Acquisition &amp; Facilities Fee</b>     |                     |
| <b>Beginning Fund Balance as of July 1, 2022</b> | <b>\$256,062.58</b> |
| <b>Revenues</b>                                  |                     |
| Fees Collected                                   | \$102,186.82        |
| Interest Earned                                  | \$7,938.29          |
| <b>Total Revenues</b>                            | <b>\$110,125.11</b> |
| <b>Expenses</b>                                  |                     |
| Project Expenses                                 | \$0.00              |
| <b>Total Expenses</b>                            | <b>\$0.00</b>       |
| <b>Transfers In</b>                              | <b>\$0.00</b>       |
| <b>Transfers Out</b>                             | <b>\$0.00</b>       |
| <b>Ending Balance as of June 30, 2023</b>        | <b>\$366,187.69</b> |

---

*Source: City of Millbrae Financial Documents*



---

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

**Table 11** summarizes the expenditures this past year on Parks Acquisition & Facilities projects.

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

**Table 11** summarizes the planned future expenditures for the Parks Acquisition & Facilities Fee and the anticipated construction start date for each project.



**Table 11: Parks Acquisition & Facilities Fee Projects**

| Project Name                   | Project Budget         | Fund Budget          | Expenditures<br>to Date | FY22-23<br>Actual<br>Expenditures | Future<br>Expenditures | % Funded<br>by Fee | Approx.<br>Construction<br>Start Date | Approx.<br>Construction Start<br>Date (Revised for<br>FY22-23) | Reason for Revised<br>Start Date<br>(if applicable) |
|--------------------------------|------------------------|----------------------|-------------------------|-----------------------------------|------------------------|--------------------|---------------------------------------|--|---|
| Mills Estate Park Reactivation | \$ 3,950,000.00        | \$ 150,000.00        | \$ -                    | \$ -                              | \$ 150,000.00          | 4%                 | FY 25-26                              | n/a  | n/a   |
| <b>TOTAL PROJECT EXPENSES</b>  | <b>\$ 3,950,000.00</b> | <b>\$ 150,000.00</b> | <b>\$ -</b>             | <b>\$ -</b>                       | <b>\$ 150,000.00</b>   |                    |                                       |  |   |
| <b>GRAND TOTAL</b>             | <b>\$ 3,950,000.00</b> | <b>\$ 150,000.00</b> | <b>\$ -</b>             | <b>\$ -</b>                       | <b>\$ 150,000.00</b>   |                    |                                       |  |   |

**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

There were no transfers or loans from this fund in FY 22-23.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects. For any refunds made, the number of persons or entities identified to receive those refunds.

There were no refunds made from this fund in FY 22-23.



---

## Fund 108: Mobility Infrastructure Fee

**Requirement 1.** Brief description of the type of fee in the account or fund.

The Mobility Infrastructure Fee is used to fund planned pedestrian and bicycle improvements throughout the City.

**Requirement 2.** Amount of the fee.

The Mobility Infrastructure Fee for FY 22-23 is summarized in **Table 12** below.

**Table 12: Mobility Infrastructure Fee**

| Land Use                                    | Fee as of<br>July 1, 2022 |          |
|---|---------------------------|----------|
| Residential                                 |                           |          |
| Single Family ( <i>per DU</i> )             | \$                        | 2,066.50 |
| Multi Family ( <i>per DU</i> )              | \$                        | 1,169.37 |
| Non-Residential                             |                           |          |
| Commercial ( <i>per 1,000 building SF</i> ) | \$                        | 7,951.91 |
| Office ( <i>per 1,000 building SF</i> )     | \$                        | 2,400.45 |
| Industrial ( <i>per 1,000 building SF</i> ) | \$                        | 1,314.85 |
| Hotel ( <i>per Room</i> )                   | \$                        | 1,252.03 |





---

**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 13** summarizes the beginning and ending fund balances for the Mobility Infrastructure Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 13** summarizes the fees collected and the interest earned for the Mobility Infrastructure Fee during FY 22-23.

**Table 13: Mobility Infrastructure Fee Fund Summary**

**Fund 108**

**Mobility Infrastructure Fee**

---

|  |                   |
|--|-------------------|
| <b>Beginning Fund Balance as of July 1, 2022</b> | <b>\$8,826.49</b> |
|--|-------------------|

***Revenues***

|                |            |
|----------------|------------|
| Fees Collected | \$3,522.37 |
|----------------|------------|

|                 |          |
|-----------------|----------|
| Interest Earned | \$273.63 |
|-----------------|----------|

---

|                       |                   |
|-----------------------|-------------------|
| <b>Total Revenues</b> | <b>\$3,796.00</b> |
|-----------------------|-------------------|

***Expenses***

|                  |        |
|------------------|--------|
| Project Expenses | \$0.00 |
|------------------|--------|

---

|                       |               |
|-----------------------|---------------|
| <b>Total Expenses</b> | <b>\$0.00</b> |
|-----------------------|---------------|

|                     |               |
|---------------------|---------------|
| <b>Transfers In</b> | <b>\$0.00</b> |
|---------------------|---------------|

|                      |               |
|----------------------|---------------|
| <b>Transfers Out</b> | <b>\$0.00</b> |
|----------------------|---------------|

---

|   |                    |
|---|--------------------|
| <b>Ending Balance as of June 30, 2023</b> | <b>\$12,622.49</b> |
|---|--------------------|

---

*Source: City of Millbrae Financial Documents*



---

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

**Table 14** summarizes the expenditures this past year on Mobility Infrastructure projects.

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

**Table 14** summarizes the planned future expenditures for the Mobility Infrastructure Fee and the anticipated construction start date for each project.



**Table 14: Mobility Infrastructure Fee Projects**

| Project Name  | Project Budget         | Fund Budget            | Expenditures<br>to Date | FY22-23<br>Actual<br>Expenditures | Future<br>Expenditures | % Funded<br>by Fee | Approx.<br>Construction<br>Start Date | Approx.<br>Construction Start<br>Date (Revised for<br>FY22-23) | Reason for Revised<br>Start Date<br>(if applicable) |
|---|------------------------|------------------------|-------------------------|-----------------------------------|------------------------|--------------------|---------------------------------------|--|---|
| Broadway Water and Pavement Repair (Taylor to Victoria)                         | \$ 1,000,000.00        | \$ 1,000,000.00        | \$ -                    | \$ -                              | \$ 1,000,000.00        | 100%               | FY 25-26                              | n/a  | n/a   |
| Annual Pavement Maintenance Program   | \$ 2,860,000.00        | \$ 2,860,000.00        | \$ -                    | \$ -                              | \$ 2,860,000.00        | 100%               | FY 24-25                              | Ongoing / Annual   | n/a   |
| Mobility Hub Pilot  | \$ 390,000.00          | \$ 44,850.00           | \$ -                    | \$ -                              | \$ 44,850.00           | 12%                | FY 23-24                              | In Progress  | n/a   |
| Park Boulevard / Santa Teresa Way / San Anselmo Ave Traffic Calming Quick Build | \$ 392,240.00          | \$ 44,990.00           | \$ -                    | \$ -                              | \$ 44,990.00           | 11%                | FY 23-24                              | In Progress  | n/a   |
| Virtual Bike/Pedestrian Detection   | \$ 242,740.00          | \$ 68,500.00           | \$ -                    | \$ -                              | \$ 68,500.00           | 28%                | FY 23-24                              | In Progress  | n/a   |
| Sidewalk Maintenance Program  | \$ 750,000.00          | \$ 750,000.00          | \$ -                    | \$ -                              | \$ 750,000.00          | 100%               | FY 23-24                              | In Progress  | n/a   |
| <b>TO TAL PROJECT EXPENSES</b>  | \$ 6,172,980.00        | \$ 5,306,340.00        | \$ -                    | \$ -                              | \$ 5,306,340.00        |                    |                                       |  |   |
| <b>GRAND TO TAL</b>   | <b>\$ 6,172,980.00</b> | <b>\$ 5,306,340.00</b> | <b>\$ -</b>             | <b>\$ -</b>                       | <b>\$ 5,306,340.00</b> |                    |                                       |  |   |

**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

There were no transfers or loans from this fund in FY 22-23.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects. For any refunds made, the number of persons or entities identified to receive those refunds.

There were no refunds made from this fund in FY 22-23.



---

## Fund 108: Administration Fee

**Requirement 1.** Brief description of the type of fee in the account or fund.

The Administration Fee is used to cover the cost of City Staff time and effort for administration of the Development Impact Fee programs. The Administration Fee amounts to five percent (5%) of each Citywide fee and covers legal, accounting, administration support, revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analysis costs.

**Requirement 2.** Amount of the fee.

The Administration Fee for FY 22-23 is summarized in **Table 15** below.

**Table 15: Administration Fee**

| Land Use                                    | Fee as of<br>July 1, 2022 |          |
|---|---------------------------|----------|
| Residential                                 |                           |          |
| Single Family ( <i>per DU</i> )             | \$                        | 3,395.68 |
| Multi Family ( <i>per DU</i> )              | \$                        | 2,484.21 |
| Non-Residential                             |                           |          |
| Commercial ( <i>per 1,000 building SF</i> ) | \$                        | 445.26   |
| Office ( <i>per 1,000 building SF</i> )     | \$                        | 224.84   |
| Industrial ( <i>per 1,000 building SF</i> ) | \$                        | 76.05    |
| Hotel ( <i>per Room</i> )                   | \$                        | 83.76    |



---

**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 16** summarizes the beginning and ending fund balances for the Administration Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 16** summarizes the fees collected and the interest earned for the Administration Fee during FY 22-23.

**Table 16: Administration Fee Fund Summary**

|  |                    |
|--|--------------------|
| <b>Fund 108</b>                                  |                    |
| <b>Administration Fee</b>                        |                    |
| <b>Beginning Fund Balance as of July 1, 2022</b> | <b>\$68,911.87</b> |
| <b>Revenues</b>                                  |                    |
| Fees Collected                                   | \$25,172.12        |
| Interest Earned                                  | \$2,084.76         |
| <b>Total Revenues</b>                            | <b>\$27,256.88</b> |
| <b>Expenses</b>                                  |                    |
| Project Expenses                                 | \$0.00             |
| <b>Total Expenses</b>                            | <b>\$0.00</b>      |
| <b>Transfers In</b>                              | <b>\$0.00</b>      |
| <b>Transfers Out</b>                             | <b>\$0.00</b>      |
| <b>Ending Balance as of June 30, 2023</b>        | <b>\$96,168.75</b> |

---

*Source: City of Millbrae Financial Documents*



---

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

Administration fees cover the cost of legal, accounting, administration support, revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analysis for the Citywide fee program and are not tied to specific projects.

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

Administration fees cover the cost of legal, accounting, administration support, revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analysis for the Citywide fee program and are not tied to specific projects.

**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

There were no transfers or loans from this fund in FY 22-23.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects.

There were no refunds made from this fund in FY 22-23.



---

## Fund 107: Millbrae Station Area Specific Plan (MSASP) Public Safety Fee

**Requirement 1.** Brief description of the type of fee in the account or fund.

The MSASP Public Safety Fee is used to fund new public safety facilities or improvements to existing public safety facilities to maintain the City's level of service in the MSASP area. Public Safety fees may be used to fund fire facilities, police facilities, and replace or acquire new capital equipment such as public safety vehicles and equipment. The MSASP Public Safety Fee will also be used to fund upgrades to the Millbrae Fire Station #37.

**Requirement 2.** Amount of the fee.

The MSASP Public Safety Fee for FY 22-23 is summarized in **Table 17** below. MSASP fees are not charged on single-family land uses. Projects in the MSASP receive a credit against the Citywide fees where equivalent fees exist, for the amount of the MSASP fee.

**Table 17: MSASP Public Safety Fee**

| Land Use                                    | Fee as of<br>July 1, 2022 |        |
|---|---------------------------|--------|
| <b>Residential</b>                          |                           |        |
| Single Family ( <i>per DU</i> )             | n/a                       |        |
| Multi Family ( <i>per DU</i> )              | \$                        | 269.73 |
| <b>Non-Residential</b>                      |                           |        |
| Commercial ( <i>per 1,000 building SF</i> ) | \$                        | 122.77 |
| Office ( <i>per 1,000 building SF</i> )     | \$                        | 208.71 |
| Industrial ( <i>per 1,000 building SF</i> ) | \$                        | 49.11  |
| Hotel ( <i>per Room</i> )                   | \$                        | 39.51  |





**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 18** summarizes the beginning and ending fund balances for the MSASP Public Safety Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 18** summarizes the fees collected and the interest earned for the MSASP Public Safety Fee during FY 22-23.

| <b>Table 18: MSASP Public Safety Fee Fund Summary</b> |                     |
|---|---------------------|
| <b>Fund 107</b>                                       |                     |
| <b>MSASP Public Safety Fee</b>                        |                     |
| <b>Beginning Fund Balance as of July 1, 2022</b>      | <b>\$256,979.59</b> |
| <b>Revenues</b>                                       |                     |
| Fees Collected  | \$40,211.32         |
| Interest Earned                                       | \$7,112.95          |
| <b>Total Revenues</b>                                 | <b>\$47,324.27</b>  |
| <b>Expenses</b>                                       |                     |
| Project Expenses                                      | \$0.00              |
| <b>Total Expenses</b>                                 | <b>\$0.00</b>       |
| <b>Transfers In</b>                                   | <b>\$0.00</b>       |
| <b>Transfers Out</b>                                  | <b>\$0.00</b>       |
| <b>Ending Balance as of June 30, 2023</b>             | <b>\$304,303.86</b> |

*Source: City of Millbrae Financial Documents*

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

There were no expenditures on MSASP Public Safety projects for FY 22-23.

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

The City does not currently have any planned MSASP Public Safety projects. The City is working on an updated CIP that will include additional planned projects for each DIF that is collected. The MSASP Public Safety Fee revenue will be used to fund new public safety facilities or improvements to existing public safety facilities to maintain the City's level of service in the MSASP area. Public Safety fee revenue may be used to fund fire facilities, police facilities, and replace or acquire new capital equipment such as public safety vehicles and equipment. The MSASP Public Safety Fee will also be used to fund upgrades to the Millbrae Fire Station #37.

**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

There were no transfers or loans from this fund in FY 22-23.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects. For any refunds made, the number of persons or entities identified to receive those refunds.

There were no refunds made from this fund in FY 22-23.



---

## Fund 106: Millbrae Station Area Specific Plan (MSASP) Parks Fee

**Requirement 1.** Brief description of the type of fee in the account or fund.

The MSASP Parks Fee is used to fund park land acquisition and new park facilities or improvements to existing park facilities to maintain the City's existing level of service in the MSASP area.

**Requirement 2.** Amount of the fee.

The MSASP Parks Fee for FY 22-23 is summarized in **Table 19** below. MSASP fees are not charged on single-family land uses. Projects in the MSASP receive a credit against the Citywide fees where equivalent fees exist, for the amount of the MSASP fee.

**Table 19: MSASP Parks Fee**

| Land Use                                    | Fee as of<br>July 1, 2022 |           |
|---|---------------------------|-----------|
| Residential                                 |                           |           |
| Single Family ( <i>per DU</i> )             | n/a                       |           |
| Multi Family ( <i>per DU</i> )              | \$                        | 26,415.46 |
| Non-Residential                             |                           |           |
| Commercial ( <i>per 1,000 building SF</i> ) | \$                        | 2,578.20  |
| Office ( <i>per 1,000 building SF</i> )     | \$                        | 4,125.11  |
| Industrial ( <i>per 1,000 building SF</i> ) | \$                        | 1,031.28  |
| Hotel ( <i>per Room</i> )                   | \$                        | 800.75    |



---

**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 20** summarizes the beginning and ending fund balances for the MSASP Parks Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 20** summarizes the fees collected and the interest earned for the MSASP Parks Fee during FY 22-23.

**Table 20: MSASP Parks Fee Fund Summary**

|  |                       |
|--|-----------------------|
| <b>Fund 106</b>                                  |                       |
| <b>MSASP Parks Fee</b>                           |                       |
| <b>Beginning Fund Balance as of July 1, 2022</b> | <b>\$2,111,692.40</b> |
| <b>Revenues</b>                                  |                       |
| Fees Collected                                   | \$794,768.44          |
| Interest Earned                                  | \$59,807.70           |
| <b>Total Revenues</b>                            | <b>\$854,576.14</b>   |
| <b>Expenses</b>                                  |                       |
| Project Expenses                                 | (\$104,557.41)        |
| <b>Total Expenses</b>                            | <b>(\$104,557.41)</b> |
| <b>Transfers In</b>                              | <b>\$0.00</b>         |
| <b>Transfers Out</b>                             | <b>(\$500,000.00)</b> |
| <b>Ending Balance as of June 30, 2023</b>        | <b>\$2,361,711.13</b> |

---

*Source: City of Millbrae Financial Documents*



---

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

**Table 21** summarizes the expenditures this past year on MSASP Parks projects.

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

**Table 21** summarizes the planned future expenditures for the MSASP Parks Fee and the anticipated construction start date for each project.



Table 21: MSASP Parks Fee Projects

| Project Name                                      | Project Budget         | Fund Budget            | Expenditures to Date   | FY22-23 Actual Expenditures | Future Expenditures    | % Funded by Fee | Approx. Construction Start Date | Approx. Construction Start Date (Revised for FY22-23) | Reason for Revised Start Date (if applicable) |
|---|------------------------|------------------------|------------------------|-----------------------------|------------------------|-----------------|---------------------------------|---|---|
| Central Park Equipment Replacement & Construction | \$ 5,000.00            | \$ 5,000.00            | \$ 2,865.02            | \$ 2,134.98                 | \$ -                   | 100%            | FY 22-23                        | n/a   | n/a   |
| Bayside Manor Park Renovation & Design            | \$ 900,000.00          | \$ 700,000.00          | \$ -                   | \$ 102,422.43               | \$ 597,577.57          | 78%             | FY 23-24                        | In Progress   | n/a   |
| Marina Vista Park Renovation                      | \$ 900,000.00          | \$ 700,000.00          | \$ -                   | \$ -                        | \$ 700,000.00          | 78%             | FY 23-24                        | In Progress   | n/a   |
| Millbrae Recreation Center Restoration Project    | \$ 7,616,685.00        | \$ 7,616,685.00        | \$ 7,616,685.00        | \$ -                        | \$ -                   | 100%            | Complete                        | n/a   | n/a   |
| <b>TO TAL PROJECT EXPENSES</b>                    | <b>\$ 9,421,685.00</b> | <b>\$ 9,021,685.00</b> | <b>\$ 7,619,550.02</b> | <b>\$ 104,557.41</b>        | <b>\$ 1,297,577.57</b> |                 |                                 |   |   |
| Transfer Out to Fund 216 for Recreation Center    | n/a                    | n/a                    | n/a                    | \$ 500,000.00               | n/a                    | n/a             | n/a                             |   |   |
| <b>GRAND TO TAL</b>                               | <b>\$ 9,421,685.00</b> | <b>\$ 9,021,685.00</b> | <b>\$ 7,619,550.02</b> | <b>\$ 604,557.41</b>        | <b>\$ 1,297,577.57</b> |                 |                                 |   |   |

**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

A transfer in the amount of \$500,000.00 was made from this fund to Fund 216 in FY 22-23 for the Recreation Center.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects. For any refunds made, the number of persons or entities identified to receive those refunds.

There were no refunds made from this fund in FY 22-23.



## Fund 105: Millbrae Station Area Specific Plan (MSASP) Mobility/Transportation Fee

**Requirement 1.** Brief description of the type of fee in the account or fund.

The MSASP Mobility / Transportation Fee is used to fund new and maintain existing transportation operation in the MSASP area, including alternative modes of transit such as bicycle and public transit.



**Requirement 2.** Amount of the fee.

The MSASP Mobility / Transportation Fee for FY 22-23 is summarized in **Table 22** below. MSASP fees are not charged on single-family land uses. Projects in the MSASP receive a credit against the Citywide fees where equivalent fees exist, for the amount of the MSASP fee. MSASP projects only pay the MSASP Mobility/Transportation fee as this fee currently exceeds the Citywide Mobility Infrastructure fee.

**Table 22: MSASP Mobility / Transportation Fee**

| Land Use                                    | Fee as of<br>July 1, 2022 |           |
|---|---------------------------|-----------|
| <b>Residential</b>                          |                           |           |
| Single Family ( <i>per DU</i> )             |                           | n/a       |
| Multi Family ( <i>per DU</i> )              | \$                        | 2,360.86  |
| <b>Non-Residential</b>                      |                           |           |
| Commercial ( <i>per 1,000 building SF</i> ) | \$                        | 25,450.48 |
| Office ( <i>per 1,000 building SF</i> )     | \$                        | 4,481.15  |
| Industrial ( <i>per 1,000 building SF</i> ) | \$                        | 4,505.70  |
| Hotel ( <i>per Room</i> )                   | \$                        | 2,291.44  |





---

**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 23** summarizes the beginning and ending fund balances for the MSASP Mobility / Transportation Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 23** summarizes the fees collected and the interest earned for the MSASP Mobility / Transportation Fee during FY 22-23.

**Table 23: MSASP Mobility / Transportation Fee Fund Summary**

| <b>Fund 105</b>                                  |                       |
|--|-----------------------|
| <b>MSASP Mobility / Transportation Fee</b>       |                       |
| <b>Beginning Fund Balance as of July 1, 2022</b> | <b>\$4,584,855.40</b> |
| <b>Revenues</b>                                  |                       |
| Fees Collected                                   | \$863,365.25          |
| Interest Earned                                  | \$125,228.07          |
| <b>Total Revenues</b>                            | <b>\$988,593.32</b>   |
| <b>Expenses</b>                                  |                       |
| Project Expenses                                 | (\$357,536.62)        |
| <b>Total Expenses</b>                            | <b>(\$357,536.62)</b> |
| <b>Transfers In</b>                              | <b>\$0.00</b>         |
| <b>Transfers Out</b>                             | <b>\$0.00</b>         |
| <b>Ending Balance as of June 30, 2023</b>        | <b>\$5,215,912.10</b> |

---

*Source: City of Millbrae Financial Documents*



---

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

**Table 24** summarizes the expenditures this past year on MSASP Mobility / Transportation projects.

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

**Table 24** summarizes the planned future expenditures for the MSASP Mobility / Transportation Fee and the anticipated construction start date for each project.



Table 24: MSASP Mobility / Transportation Fee Projects

| Project Name                                 | Project Budget | Fund Budget  | Expenditures to Date | FY22-23 Actual Expenditures | Future Expenditures | % Funded by Fee | Approx. Construction Start Date | Approx. Construction Start Date (Revised for FY22-23) | Reason for Revised Start Date (if applicable) |
|--|----------------|--------------|----------------------|-----------------------------|---------------------|-----------------|---------------------------------|---|---|
| ECR Millbrae Traffic Study                   | \$ 50,000.00   | \$ 50,000.00 | \$ -                 | \$ 21,782.26                | \$ 28,217.74        | 100%            | n/a                             | n/a   | n/a   |
| TOTAL PROJECT EXPENSES                       | \$ 50,000.00   | \$ 50,000.00 | \$ -                 | \$ 21,782.26                | \$ 28,217.74        |                 |                                 |   |   |
| California Drive Improvements Legal Expenses | n/a            | n/a          | n/a                  | \$ 82,972.57                | n/a                 | n/a             | n/a                             | n/a   | n/a   |
| High Speed Rail Legal Expenses               | n/a            | n/a          | n/a                  | \$251,810.54                | n/a                 | n/a             | n/a                             | n/a   | n/a   |
| Transportation Design & Consulting Services  | n/a            | n/a          | n/a                  | \$ 971.25                   | n/a                 | n/a             | n/a                             | n/a   | n/a   |
| GRAND TOTAL                                  | \$ 50,000.00   | \$ 50,000.00 | \$ -                 | \$ 379,318.88               | \$ 28,217.74        |                 |                                 |   |   |

**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

There were no transfers or loans from this fund in FY 22-23.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects. For any refunds made, the number of persons or entities identified to receive those refunds.

There were no refunds made from this fund in FY 22-23.

## Fund 104: Millbrae Station Area Specific Plan (MSASP) Sewer Fee

**Requirement 1.** Brief description of the type of fee in the account or fund.

The MSASP Sewer Fee is used to fund Rainfall Infiltration Inflow (RDII), and gravity main improvements needed to provide adequate sewage treatment services to the MSASP area.



**Requirement 2.** Amount of the fee.

The MSASP Sewer Fee for FY 22-23 is summarized in **Table 25** below. MSASP fees are not charged on single-family land uses. Projects in the MSASP receive a credit against the Citywide fees where equivalent fees exist, for the amount of the MSASP fee. MSASP Sewer fees are charged by zones according to the map in Appendix A.

**Table 25: MSASP Sewer Fee**

|   | TOD 1 & 2    | Retail 1 & 2, Office 1,<br>Residential 4 |
|---|--------------|--|
| <b>Residential</b>                          |              |  |
| Single Family ( <i>per DU</i> )             | n/a          | n/a                                      |
| Multi Family ( <i>per DU</i> )              | \$ 2,713.24  | \$ 2,843.38                              |
| <b>Non-Residential</b>                      |              |  |
| Commercial ( <i>per 1,000 building SF</i> ) | \$ 26,395.81 | \$ 27,672.64                             |
| Office ( <i>per 1,000 building SF</i> )     | \$ 2,258.99  | \$ 2,357.21                              |
| Industrial ( <i>per 1,000 building SF</i> ) | n/a          | n/a                                      |
| Hotel ( <i>per Room</i> )                   | \$ 4,508.16  | \$ 4,508.16                              |



---

**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 26** summarizes the beginning and ending fund balances for the MSASP Sewer Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 26** summarizes the fees collected and the interest earned for the MSASP Sewer Fee during FY 22-23.

**Table 26: MSASP Sewer Fee Fund Summary**

|  |                       |
|--|-----------------------|
| <b>Fund 104</b>                                  |                       |
| <b>MSASP Sewer Fee</b>                           |                       |
| <b>Beginning Fund Balance as of July 1, 2022</b> | <b>\$2,901,328.03</b> |
| <b>Revenues</b>                                  |                       |
| Fees Collected                                   | \$454,154.22          |
| Interest Earned                                  | \$80,307.09           |
| <b>Total Revenues</b>                            | <b>\$534,461.31</b>   |
| <b>Expenses</b>                                  |                       |
| Project Expenses                                 | \$0.00                |
| <b>Total Expenses</b>                            | <b>\$0.00</b>         |
| <b>Transfers In</b>                              | <b>\$0.00</b>         |
| <b>Transfers Out</b>                             | <b>\$0.00</b>         |
| <b>Ending Balance as of June 30, 2023</b>        | <b>\$3,435,789.34</b> |

*Source: City of Millbrae Financial Documents*



---

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

**Table 27** summarizes the expenditures this past year on MSASP Sewer projects.

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

**Table 27** summarizes the planned future expenditures for the MSASP Sewer Fee and the anticipated construction start date for each project.



**Table 27: MSASP Sewer Fee Projects**

| Project Name  | Project Budget         | Fund Budget            | Expenditures<br>to Date | FY22-23<br>Actual<br>Expenditures | Future<br>Expenditures | % Funded<br>by Fee | Approx.<br>Construction<br>Start Date | Approx.<br>Construction Start<br>Date (Revised for<br>FY22-23) | Reason for Revised<br>Start Date<br>(if applicable) |
|---|------------------------|------------------------|-------------------------|-----------------------------------|------------------------|--------------------|---------------------------------------|--|---|
| Hillcrest Sub-Basin Inflow/Infiltration Reduction Program | \$ 4,000,000.00        | \$ 1,200,000.00        | \$ -                    | \$ -                              | \$ 1,200,000.00        | 30%                | FY 24-25                              | n/a  | n/a   |
| <b>TOTAL PROJECT EXPENSES</b>                             | \$ 4,000,000.00        | \$ 1,200,000.00        | \$ -                    | \$ -                              | \$ 1,200,000.00        |                    |                                       |  |   |
| <b>GRAND TOTAL</b>  | <b>\$ 4,000,000.00</b> | <b>\$ 1,200,000.00</b> | <b>\$ -</b>             | <b>\$ -</b>                       | <b>\$ 1,200,000.00</b> |                    |                                       |  |   |



**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

There were no transfers or loans from this fund in FY 22-23.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects. For any refunds made, the number of persons or entities identified to receive those refunds.

There were no refunds made from this fund in FY 22-23.



---

## Public Works Capital Facility Impact Fee - Water

**Requirement 1.** Brief description of the type of fee in the account or fund.

The Water Capital Facilities Fee is used to fund new water facilities or improvements to existing water facilities to maintain the City's existing level of service. Water facilities may include treatment facilities, pipelines, mains, pump stations, and utility facilities.

**Requirement 2.** Amount of the fee.

The Water Capital Facilities Fee for FY 22-23 is summarized in **Table 28** below.

**Table 28: Water Capital Facilities Fee**

| <b>Meter Size</b> | <b>Fee as of<br/>July 1, 2022</b> |            |
|-------------------|-----------------------------------|------------|
| 3/4"              | \$                                | 3,680.00   |
| 1"                | \$                                | 6,130.00   |
| 1-1/2"            | \$                                | 12,270.00  |
| 2"                | \$                                | 19,630.00  |
| 3"                | \$                                | 36,800.00  |
| 4"                | \$                                | 61,330.00  |
| 6"                | \$                                | 122,670.00 |
| 8"                | \$                                | 196,270.00 |



---

**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 29** summarizes the beginning and ending fund balances for the Water Capital Facilities Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 29** summarizes the fees collected and the interest earned for the Water Capital Facilities Fee during FY 22-23.

**Table 29: Water Capital Facilities Fee Fund Summary**

| <b>Public Works Capital Facility Impact Fee - Water</b> |                     |
|---|---------------------|
| <b>Beginning Fund Balance as of July 1, 2022</b>        | <b>\$303,110.16</b> |
| <b><i>Revenues</i></b>                                  |                     |
| Fees Collected  | \$0.00              |
| Interest Earned   | \$8,093.04          |
| <b>Total Revenues</b>                                   | <b>\$8,093.04</b>   |
| <b><i>Expenses</i></b>                                  |                     |
| Project Expenses  | \$0.00              |
| <b>Total Expenses</b>                                   | <b>\$0.00</b>       |
| <b>Transfers In</b>                                     | <b>\$0.00</b>       |
| <b>Transfers Out</b>                                    | <b>\$0.00</b>       |
| <b>Ending Balance as of June 30, 2023</b>               | <b>\$311,203.20</b> |

*Source: City of Millbrae Financial Documents*



---

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

**Table 30** summarizes the expenditures this past year on Water Capital Facilities projects.

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

**Table 30** summarizes the planned future expenditures for the Water Capital Facilities Fee and the anticipated construction start date for each project.



**Table 30: Water Capital Facilities Fee Projects**

| Project Name   | Project Budget          | Fund Budget             | Expenditures to Date | FY22-23 Actual Expenditures | Future Expenditures     | % Funded by Fee | Approx. Construction Start Date | Approx. Construction Start Date (Revised for FY22-23) | Reason for Revised Start Date (if applicable) |
|--|-------------------------|-------------------------|----------------------|-----------------------------|-------------------------|-----------------|---------------------------------|---|---|
| Arroyo Seco / Vista Grande Storm Drain Bypass / Utility / Pavement Comprehensive Infrastructure Replacement Plan | \$ 1,420,000.00         | \$ 420,000.00           | \$ -                 | \$ -                        | \$ 420,000.00           | 30%             | FY 23-24                        | In Progress   | n/a   |
| Water System SCADA Upgrade   | \$ 200,000.00           | \$ 95,000.00            | \$ -                 | \$ -                        | \$ 95,000.00            | 48%             | FY 23-24                        | n/a   | n/a   |
| 2024 Water Main Replacement Project  | \$ 4,300,000.00         | \$ 600,000.00           | \$ -                 | \$ -                        | \$ 600,000.00           | 14%             | In Progress                     | n/a   | n/a   |
| Ahwahnee Drive Water, Sewer, Streetlight, & Paving Project   | \$ 3,200,000.00         | \$ 3,200,000.00         | \$ -                 | \$ -                        | \$ 3,200,000.00         | 100%            | FY 24-25                        | n/a   | n/a   |
| Lincoln Circle Utility & Pavement Replacement  | \$ 1,700,000.00         | \$ 1,700,000.00         | \$ -                 | \$ -                        | \$ 1,700,000.00         | 100%            | FY 23-24                        | In Progress   | n/a   |
| Broadway Water & Pavement Repair Project (Taylor to Victoria)  | \$ 749,600.00           | \$ 1,639,600.00         | \$ -                 | \$ -                        | \$ 1,639,600.00         | 100%            | FY 23-24                        | n/a   | n/a   |
| 2025 Water Main Replacement Project  | \$ 3,500,000.00         | \$ 3,500,000.00         | \$ -                 | \$ -                        | \$ 3,500,000.00         | 100%            | FY 24-25                        | n/a   | n/a   |
| Aviador Water Main Replacement   | \$ 3,250,000.00         | \$ 3,250,000.00         | \$ -                 | \$ -                        | \$ 3,250,000.00         | 100%            | FY 25-26                        | n/a   | n/a   |
| 2024 Water Main Replacement Project - Phase 2  | \$ 100,000.00           | \$ 100,000.00           | \$ -                 | \$ -                        | \$ 100,000.00           | 100%            | FY 24-25                        | n/a   | n/a   |
| Larkspur Pump Station Rehabilitation   | \$ 3,200,000.00         | \$ 3,200,000.00         | \$ -                 | \$ -                        | \$ 3,200,000.00         | 100%            | FY 26-27                        | n/a   | n/a   |
| Water Zone 2/3 Intertie Project  | \$ 250,000.00           | \$ 250,000.00           | \$ -                 | \$ -                        | \$ 250,000.00           | 100%            | FY 25-26                        | n/a   | n/a   |
| Asset Information Management System (AIMS) Phase 2   | \$ 3,000,000.00         | \$ 3,000,000.00         | \$ -                 | \$ -                        | \$ 3,000,000.00         | 100%            | FY 26-27                        | n/a   | n/a   |
|  | \$ 100,000.00           | \$ 100,000.00           | \$ -                 | \$ -                        | \$ 100,000.00           | 100%            | Ongoing                         | n/a   | n/a   |
| <b>TO TAL PROJECT EXPENSES</b>   | \$ 24,969,600.00        | \$ 21,054,600.00        | \$ -                 | \$ -                        | \$ 21,054,600.00        |                 |                                 |   |   |
| <b>GRAND TO TAL</b>  | <b>\$ 24,969,600.00</b> | <b>\$ 21,054,600.00</b> | <b>\$ -</b>          | <b>\$ -</b>                 | <b>\$ 21,054,600.00</b> |                 |                                 |   |   |

**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

There were no transfers or loans from this fund in FY 22-23.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects. For any refunds made, the number of persons or entities identified to receive those refunds.

There were no refunds made from this fund in FY 22-23.



---

## Public Works Capital Facility Impact Fee - Sewer

**Requirement 1.** Brief description of the type of fee in the account or fund.

The Sewer Capital Facilities Fee is used to fund new water facilities or improvements to existing water facilities to maintain the City's existing level of service. Sewer facilities may include treatment facilities, pipelines, mains, lift stations, system improvements, and utility facilities.

**Requirement 2.** Amount of the fee.

The Sewer Capital Facilities Fee for FY 22-23 is summarized in **Table 31** below.

**Table 31: Sewer Capital Facilities Fee**

| Land Use  | Fee as of<br>July 1, 2022 |          |
|---|---------------------------|----------|
| Residential   |                           |          |
| Single Family ( <i>per DU</i> )                             | \$                        | 3,309.36 |
| Multi Family ( <i>per DU</i> )                              | \$                        | 2,316.55 |
| <i>1) Based upon 250 mg/liter TSS and 125 mg/liter BOD.</i> |                           |          |



---

**Requirement 3.** Beginning and ending balance in the account or fund.

**Table 32** summarizes the beginning and ending fund balances for the Sewer Capital Facilities Fee for FY 22-23.

**Requirement 4.** Amount of fees collected and the interest earned during the previous year.

**Table 32** summarizes the fees collected and the interest earned for the Sewer Capital Facilities Fee during FY 22-23.

**Table 32: Sewer Capital Facilities Fee Fund Summary**

| <b>Public Works Capital Facility Impact Fee - Sewer</b> |                       |
|---|-----------------------|
| <b>Beginning Fund Balance as of July 1, 2022</b>        | <b>\$1,522,963.96</b> |
| <b>Revenues</b>   |                       |
| Fees Collected  | \$0.00                |
| Interest Earned   | \$40,663.14           |
| <b>Total Revenues</b>                                   | <b>\$40,663.14</b>    |
| <b>Expenses</b>   |                       |
| Project Expenses  | \$0.00                |
| <b>Total Expenses</b>                                   | <b>\$0.00</b>         |
| <b>Transfers In</b>                                     | <b>\$0.00</b>         |
| <b>Transfers Out</b>                                    | <b>\$0.00</b>         |
| <b>Ending Balance as of June 30, 2023</b>               | <b>\$1,563,627.10</b> |

*Source: City of Millbrae Financial Documents*





---

**Requirement 5.** Identification of each public improvement for which fees were expended and the amount of expenditures, including the total percentage of the cost of the public improvement that was funded with fees.

**Table 33** summarizes the expenditures this past year on Sewer Capital Facilities projects.

**Requirement 6.** An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement and the public improvement remains incomplete. Identification of each public improvement identified in the previous report and whether construction began on the approximate date noted. For previously identified projects that did not start construction on the approximate date in the previous report, the reason for the delay and a revised approximate date that the local agency will commence construction, if applicable.

**Table 33** summarizes the planned future expenditures for the Sewer Capital Facilities Fee and the anticipated construction start date for each project



**Table 33: Sewer Capital Facilities Fee Projects**

| Project Name   | Project Budget          | Fund Budget             | Expenditures to Date | FY22-23             |                         | % Funded by Fee | Approx. Construction Start Date | Approx. Construction Start Date (Revised for FY22-23) | Reason for Revised Start Date (if applicable) |
|--|-------------------------|-------------------------|----------------------|---------------------|-------------------------|-----------------|---------------------------------|---|---|
|  |                         |                         |                      | Actual Expenditures | Future Expenditures     |                 |                                 |   |   |
| Annual Sewer Main Replacement Program                              | \$ 7,600,000.00         | \$ 7,600,000.00         | \$ -                 | \$ -                | \$ 7,600,000.00         | 100%            | FY 23-24                        | n/a   | n/a   |
| Ahwahnee Drive Water, Sewer, Streetlight, & Paving Project         | \$ 1,800,000.00         | \$ 1,800,000.00         | \$ -                 | \$ -                | \$ 1,800,000.00         | 100%            | FY 23-24                        | n/a   | n/a   |
| Arroyo Seco / Vista Grande Storm Drain Bypass / Utility / Pavement | \$ 1,420,000.00         | \$ 700,000.00           | \$ -                 | \$ -                | \$ 700,000.00           | 49%             | FY 23-24                        | n/a   | n/a   |
| Comprehensive Infrastructure Replacement Plan Study                | \$ 200,000.00           | \$ 95,000.00            | \$ -                 | \$ -                | \$ 95,000.00            | 48%             | FY 23-24                        | n/a   | n/a   |
| Hacienda Lift Station Rehabilitation                               | \$ 1,000,000.00         | \$ 1,000,000.00         | \$ -                 | \$ -                | \$ 1,000,000.00         | 100%            | FY 25-26                        | n/a   | n/a   |
| Bi-Annual Flow Monitoring Program                                  | \$ 375,000.00           | \$ 375,000.00           | \$ -                 | \$ -                | \$ 375,000.00           | 100%            | Ongoing                         | n/a   | n/a   |
| Madrone Force Main   | \$ 4,400,000.00         | \$ 4,400,000.00         | \$ -                 | \$ -                | \$ 4,400,000.00         | 100%            | FY 26-27                        | n/a   | n/a   |
| CCTV - Annual Sanitary Sewer Main Cleaning & Inspection            | \$ 1,000,000.00         | \$ 1,000,000.00         | \$ -                 | \$ -                | \$ 1,000,000.00         | 100%            | Ongoing / Annual                | n/a   | n/a   |
| Hillcrest Subbasin 4 (Lower) Sanitary Sewer Replacement Project    | \$ 4,000,000.00         | \$ 4,000,000.00         | \$ -                 | \$ -                | \$ 4,000,000.00         | 100%            | FY 24-25                        | n/a   | n/a   |
| Broadway Subbasin 4 Sanitary Sewer Replacement                     | \$ 2,180,000.00         | \$ 2,180,000.00         | \$ -                 | \$ -                | \$ 2,180,000.00         | 100%            | FY 24-25                        | n/a   | n/a   |
| Murchison Ave Sewer Capacity Upgrade                               | \$ 140,000.00           | \$ 140,000.00           | \$ -                 | \$ -                | \$ 140,000.00           | 100%            | FY 22-23                        | FY 23-24  | CIP Priority Change                           |
| Aviadore / E. Millbrae Ave Capacity Upgrade                        | \$ 100,000.00           | \$ 100,000.00           | \$ -                 | \$ -                | \$ 100,000.00           | 100%            | FY 24-25                        | n/a   | n/a   |
| Sewer Collection System SCADA Upgrade                              | \$ 4,300,000.00         | \$ 3,500,000.00         | \$ -                 | \$ -                | \$ 3,500,000.00         | 81%             | FY 22-23                        | In Progress   | n/a   |
| Madrone Pump Station   | \$ 6,000,000.00         | \$ 1,800,000.00         | \$ -                 | \$ -                | \$ 1,800,000.00         | 30%             | FY 26-27                        | n/a   | n/a   |
| Co-Generatiion Rehabilitation Project                              | \$ 2,500,000.00         | \$ 2,500,000.00         | \$ -                 | \$ -                | \$ 2,500,000.00         | 100%            | FY 27-28                        | n/a   | n/a   |
| Digesters Improvements (Chemical Injection System)                 | \$ 1,000,000.00         | \$ 1,000,000.00         | \$ -                 | \$ -                | \$ 1,000,000.00         | 100%            | FY 27-28                        | n/a   | n/a   |
| Hypochlorite System Improvements                                   | \$ 750,000.00           | \$ 750,000.00           | \$ -                 | \$ -                | \$ 750,000.00           | 100%            | FY 24-25                        | n/a   | n/a   |
| Nearshore Outfall  | \$ 1,500,000.00         | \$ 1,500,000.00         | \$ -                 | \$ -                | \$ 1,500,000.00         | 100%            | FY 24-25                        | n/a   | n/a   |
| North Bayside System Unit Forve Main Inspections & Repairs         | \$ 1,000,000.00         | \$ 1,000,000.00         | \$ -                 | \$ -                | \$ 1,000,000.00         | 100%            | FY 24-25                        | n/a   | n/a   |
| Aeration Tank & Secondary Clarifier Improvements                   | \$ 500,000.00           | \$ 500,000.00           | \$ -                 | \$ -                | \$ 500,000.00           | 100%            | FY 25-26                        | n/a   | n/a   |
| Sludge Thickener & Digester #2 Rehabilitation                      | \$ 900,000.00           | \$ 900,000.00           | \$ -                 | \$ -                | \$ 900,000.00           | 100%            | FY 24-25                        | n/a   | n/a   |
| Water Pollution Control Plant Equipment                            | \$ 500,000.00           | \$ 500,000.00           | \$ -                 | \$ -                | \$ 500,000.00           | 100%            | Ongoing                         | n/a   | n/a   |
| <b>TO TAL PROJECT EXPENSES</b>                                     | \$ 43,165,000.00        | \$ 37,340,000.00        | \$ -                 | \$ -                | \$ 37,340,000.00        |                 |                                 |   |   |
| <b>GRAND TO TAL</b>  | <b>\$ 43,165,000.00</b> | <b>\$ 37,340,000.00</b> | <b>\$ -</b>          | <b>\$ -</b>         | <b>\$ 37,340,000.00</b> |                 |                                 |   |   |



---

**Requirement 7.** Description of each interfund transfer or loan made from the account, including the public improvement on which the transferred or loaned fees will be expended, and when each will be repaid and the rate of interest the account will receive on the loan.

There were no transfers or loans from this fund in FY 22-23.

**Requirement 8.** Identification of any refunds made once determined that sufficient monies have been collected to fund fee-related projects. For any refunds made, the number of persons or entities identified to receive those refunds.

There were no refunds made from this fund in FY 22-23.



Development Impact Fee Summary

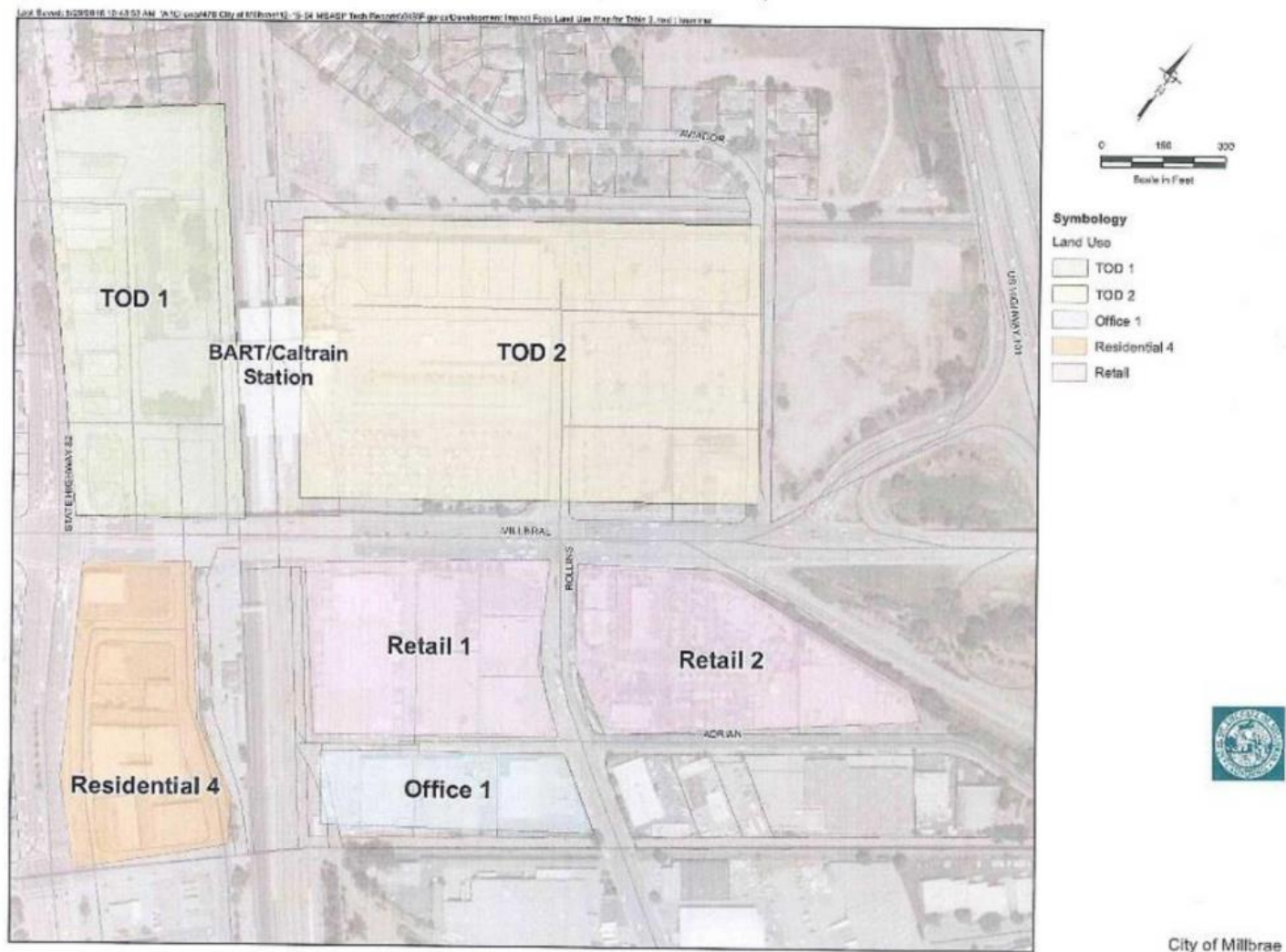
| DEVELOPMENT IMPACT FEE FUND SUMMARY               |                     |                           |                               |                     |               |                               |                         |  |               |                |                          |   |              |                |
|---|---------------------|---------------------------|-------------------------------|---------------------|---------------|-------------------------------|-------------------------|--|---------------|----------------|--------------------------|---|--------------|----------------|
| Description                                       | Fund No.            | Citywide Fee Program Fees |                               |                     |               |                               |                         | Millbrae Station Area Specific Plan (MSASP) Fees |               |                |                          | Public Works Capital Facility Impact Fees |              |                |
|   |                     | Library                   | General Government Facilities | Recreation Services | Public Safety | Park Acquisition & Facilities | Mobility Infrastructure | Administration                                   | Public Safety | Parks          | Mobility /Transportation | Sewer                                     | Water        | Sewer          |
| Starting Balance                                  | As of July 1, 2022  | 108                       | 108                           | 108                 | 108           | 108                           | 108                     | 108  | 107           | 106            | 105                      | 104                                       |              |                |
| REVENUES  |                     |                           |                               |                     |               |                               |                         |  |               |                |                          |   |              |                |
| Fees Collected                                    |                     | \$34,478.73               | \$168,986.45                  | \$9,638.12          | \$184,641.34  | \$102,186.82                  | \$3,522.37              | \$25,172.12                                      | \$40,211.32   | \$794,768.44   | \$863,365.25             | \$454,154.22                              | \$0.00       | \$0.00         |
| Interest Earned                                   |                     | \$2,900.20                | \$14,214.44                   | \$3,284.53          | \$13,084.44   | \$7,938.29                    | \$273.63                | \$2,084.76                                       | \$7,112.95    | \$59,807.70    | \$125,228.07             | \$80,307.09                               | \$8,093.04   | \$40,663.14    |
| Total Revenues                                    |                     | \$37,378.93               | \$183,200.89                  | \$12,922.65         | \$197,725.78  | \$110,125.11                  | \$3,796.00              | \$27,256.88                                      | \$47,324.27   | \$854,576.14   | \$988,593.32             | \$534,461.31                              | \$8,093.04   | \$40,663.14    |
| EXPENSES  |                     |                           |                               |                     |               |                               |                         |  |               |                |                          |   |              |                |
| Project Expenditures                              |                     | \$0.00                    | \$0.00                        | \$0.00              | \$0.00        | \$0.00                        | \$0.00                  | \$0.00   | \$0.00        | (\$104,557.41) | (\$21,782.26)            | \$0.00                                    | \$0.00       | \$0.00         |
| Legal & Consulting Expenditures                   |                     | \$0.00                    | \$0.00                        | \$0.00              | \$0.00        | \$0.00                        | \$0.00                  | \$0.00   | \$0.00        | \$0.00         | (\$335,754.36)           | \$0.00                                    | \$0.00       | \$0.00         |
| Total Expenditures                                |                     | \$0.00                    | \$0.00                        | \$0.00              | \$0.00        | \$0.00                        | \$0.00                  | \$0.00   | \$0.00        | (\$104,557.41) | (\$357,536.62)           | \$0.00                                    | \$0.00       | \$0.00         |
| Transfers In                                      |                     | \$0.00                    | \$0.00                        | \$0.00              | \$0.00        | \$0.00                        | \$0.00                  | \$0.00   | \$0.00        | \$0.00         | \$0.00                   | \$0.00                                    | \$0.00       | \$0.00         |
| Transfers Out                                     |                     | \$0.00                    | \$0.00                        | \$0.00              | \$0.00        | \$0.00                        | \$0.00                  | \$0.00   | \$0.00        | (\$500,000.00) | \$0.00                   | \$0.00                                    | \$0.00       | \$0.00         |
| Net Transfers                                     |                     | \$0.00                    | \$0.00                        | \$0.00              | \$0.00        | \$0.00                        | \$0.00                  | \$0.00   | \$0.00        | (\$500,000.00) | \$0.00                   | \$0.00                                    | \$0.00       | \$0.00         |
| Ending Balance                                    | As of June 30, 2023 | \$133,784.39              | \$655,702.27                  | \$151,513.15        | \$603,576.34  | \$366,187.69                  | \$12,622.49             | \$96,168.75                                      | \$304,303.86  | \$2,361,711.13 | \$5,215,912.10           | \$3,435,789.34                            | \$311,203.20 | \$1,563,627.10 |
| Note: Small variances may appear due to rounding. |                     |                           |                               |                     |               |                               |                         |  |               |                |                          |   |              |                |

### Grand Total Summary of Development Impact Fee Fund Balances

|                                 | Citywide Fees  | MSASP Fees      | Public Works Fees | Grand Total            |
|---------------------------------|----------------|-----------------|-------------------|------------------------|
| <b>Starting Balance</b>         |                |                 |                   |                        |
| As of July 1, 2022              | \$1,447,148.84 | \$9,854,855.42  | \$1,826,074.12    | <b>\$13,128,078.38</b> |
| <b>REVENUES</b>                 |                |                 |                   |                        |
| Fees Collected                  | \$528,625.95   | \$2,152,499.23  | \$0.00            | <b>\$2,681,125.18</b>  |
| Interest Earned                 | \$43,780.30    | \$272,455.81    | \$48,756.18       | <b>\$364,992.29</b>    |
| <b>Total Revenues</b>           | \$572,406.25   | \$2,424,955.04  | \$48,756.18       | <b>\$3,046,117.47</b>  |
| <b>EXPENSES</b>                 |                |                 |                   |                        |
| Project Expenditures            | \$0.00         | (\$126,339.67)  | \$0.00            | <b>(\$126,339.67)</b>  |
| Legal & Consulting Expenditures | \$0.00         | (\$335,754.36)  | \$0.00            | <b>(\$335,754.36)</b>  |
| <b>Total Expenditures</b>       | \$0.00         | (\$462,094.03)  | \$0.00            | <b>(\$462,094.03)</b>  |
| <b>Transfers In</b>             | \$0.00         | \$0.00          | \$0.00            | <b>\$0.00</b>          |
| <b>Transfers Out</b>            | \$0.00         | (\$500,000.00)  | \$0.00            | <b>(\$500,000.00)</b>  |
| <b>Net Transfers</b>            | \$0.00         | (\$500,000.00)  | \$0.00            | <b>(\$500,000.00)</b>  |
| <b>Ending Balance</b>           |                |                 |                   |                        |
| As of June 30, 2023             | \$2,019,555.09 | \$11,317,716.43 | \$1,874,830.30    | <b>\$15,212,101.82</b> |

# Appendix A: Map of MSASP Sewer Zones

MSASP Land Use Zones Map



City of Millbrae