



City of Belmont

Adopted Fiscal Year 2023 Budget



Table of Contents

CITY MANAGER'S MESSAGE	5	DEPARTMENT INFORMATION	65
Letter of Transmittal	6	Departments by Fund	66
CITY OVERVIEW	21	City Attorney	70
Achievement Highlights	22	City Council	74
City Council Vision	24	City Manager	78
Organizational Values	25	Community Development	86
Strategic Focus Areas	26	Finance	94
City Organizational Chart	27	Human Resources	102
City Profile	28	Information Technology	108
Basis of Budgeting	30	Parks and Recreation	114
Budget Preparation Process	31	Police	122
Annual Budget Calendar	32	Public Works	130
GFOA Award - Financial Reporting	33	Belmont Fire Protection District	138
GFOA Award - Distinguished Budget Presentation	34	Non-Departmental	142
CSMFO Award - Operating Budget Excellence	35	FUND INFORMATION	147
FINANCIAL TRENDS	37	Introduction	148
Major General Fund Tax Revenues	38	Fund Descriptions	151
General Fund Ending Balance	41	General Funds	156
Citywide Staffing	42	Revenue and Expenditure Assumptions	162
BUDGET OVERVIEW	45	Special Revenue	172
Citywide Operating Budget by Fund	46	Capital Projects	192
Citywide Operating Budget by Category	48	Debt Service	200
Citywide Sources of Funding by Fund	50	Enterprise	202
Citywide Sources of Funding by Category	52	Internal Service	208
Schedule of Interfund Transfers	54	CAPITAL IMPROVEMENT PROGRAM	217
Capital Improvement Program Budget	56	CIP Project Listing	220
All Funds Budget Summary	58	Funded Projects	228
Permanent Staffing Plan	62	Deferred Capital Maintenance	298
		APPENDIX	311
		Financial Policies	312
		Gann Appropriations Limit	318
		Legal Bonded Debt Margin	319
		Long-Term Debt	320
		Glossary	322
		Operating Changes	324
		Budget Adoption Documentation	326



CITY MANAGER'S MESSAGE



Letter of Transmittal

CITY MANAGER'S MESSAGE

Honorable Mayor Mates and Members of the City Council:

I am pleased to present for your consideration the FY 2023 budget. Overall, the citywide budget, including both operating and capital, is \$87.5 million. This budget continues to provide funding for core services, advance Council priorities, while also making a substantial investment in our capital and infrastructure needs. As we navigate through this “new normal” after the initial onset of the COVID-19 pandemic, we have encountered many uncertainties. Restrictions surrounding leisure travel and indoor gatherings are easing, schools have reopened back in-person, but new variants and the threat of new ones remain and going back exactly to how things were seems unlikely, and unreasonable. To that end, through this past year, Belmont adapted quickly to the ever-changing environment while still continuing the high-quality services to our community. I want to first express my gratitude for the hard work and commitment from both our Council and our staff. After two years of conducting our public meetings online, we mindfully transitioned to a hybrid setting, opening the Council chambers for an in-person environment while also concurrently accommodating a remote option. Other services adapted to a hybrid model as well, including planning and permitting services that are serving the public both in-person and online. Our communication channels remain as strong as ever, connecting with our community frequently through the City Manager’s Weekly Updates, social media sites, and new and enhanced platforms such as Your Voice, Your Belmont. The steadfast commitment to our community highlighted the best of who we are in this past year. As we move into the next phase of this new normal, whatever challenges lie ahead, I am certain that our proven adaptability will lead us through our unwavering dedication to our community.

From a financial perspective, maintaining good fiscal health remains a significant priority. Meeting this objective preserves the City’s ability to continue providing important programs and services to the community. The operating budget’s principles and fiscal recovery priorities help guide the City’s evolution through uncertain times, supporting economic recovery through changes to our policies and programs where applicable, focusing on resiliency over the long-term by using temporary solutions to bridge revenue losses expected in the short-term and seeking new ways to conduct work through efficiencies and new revenues or service models.

Like many other communities, the pandemic caused a substantial shortfall to our revenues, especially hotel room tax, which is still far from full recovery. The American Rescue Plan Act federal funding that is allocated to state and local municipalities is certainly helping to prevent Belmont from service-level cuts, with Belmont receiving the first half of its total \$6.4 million allocation in FY 2022 and expecting the second half in FY 2023. That being said, the funding is one-time, so while the General Fund balance will see an uptick in these two fiscal years, along with other factors that I will explain later in this transmittal letter, the balance is projected to drop in each of the subsequent years in the long-term forecast, by a total of \$4.3 million in the next five years, or close to a 25% drop.

Expenditure reductions, along with placing a hiring freeze on vacant positions, demonstrated our fiscal prudence and has kept Belmont on sound financial footing, but that cannot be sustainable in the long term. Over the past several years, our community has been evolving with increasing development activities. 928 housing units are currently under construction or in the pipeline, with a State-required Housing Element update underway that is allocating 1,785 housing units in the next eight-year cycle. On the commercial side, 1.1 million square feet of life



Letter of Transmittal

science development is currently in the pipeline, and the City is forecasting an additional 0.5 million square feet to be developed. As we transition into this next phase of our new normal, we must be ready to respond to our community's orderly development and needs, and be prepared to provide the high-caliber level of services our community expects and deserves.

With this framework in mind, we turn our attention towards long-term fiscal sustainability, being thoughtful in building a foundation for our organization that is stronger and more resilient through identifying opportunities to diversify our revenue sources and expand our revenue base. Now more than ever, Belmont must become more self-reliant and have local control over local funds, ensuring that local tax dollars are spent for Belmont residents. As our community grows and flourishes, our organization must use our resources strategically to support our community. While reducing expenditures is a good short-term measure, targeting investments in Strategic Focus Areas to respond to our evolving community is the long-term solution to build resiliency.

Despite the challenges of the last two years, the organization has been ready and resilient. Balancing short-term response and long-term investment will remain a priority for our organization. As we lean into the future, our goal is to keep Belmont a great city: thriving and sustainable community for all; a place where people can safely live, work, and play. I am confident that this focus will guide us through this next phase and make Belmont stronger than we were before.

Fiscal Year 2023 Budget

The City's budget for FY 2023 continues to provide for core services and Council priorities, while also making strategic investments in our community. Overall, the citywide budget, including both operating and capital, is \$87.5 million.

CITYWIDE BUDGET	FISCAL YEAR 2022 BUDGET	FISCAL YEAR 2023 BUDGET
Citywide Operations		
City	\$53.1	\$55.9
Belmont Fire Protection District	\$11.6	\$12.3
Total	\$64.7	\$68.2
Capital Improvement Program (CIP)	\$22.9	\$19.3
Total Citywide Budget	\$87.6	\$87.5

In millions.

Citywide operating budget for FY 2023 is \$68.2 million and is up 5.4% over the adopted budget for last fiscal year. This predominately reflects the cost of recreation programming as activities climb back to pre-pandemic levels. It also reflects strategic funding priorities in unfreezing a vacant position and adding positions in focus areas to meet the demands of our community's priority needs, as discussed in more detail below. The Capital Improvement Program (CIP) for FY 2023 totals \$19.3 million and continues to provide significant funding towards improvements relating to streets, sewer system, storm drainage system, technology, facilities, and parks and open space. These projects are discussed in detail in the Capital Improvement Program section of this budget document.

Letter of Transmittal

Capital Improvement Program (CIP)

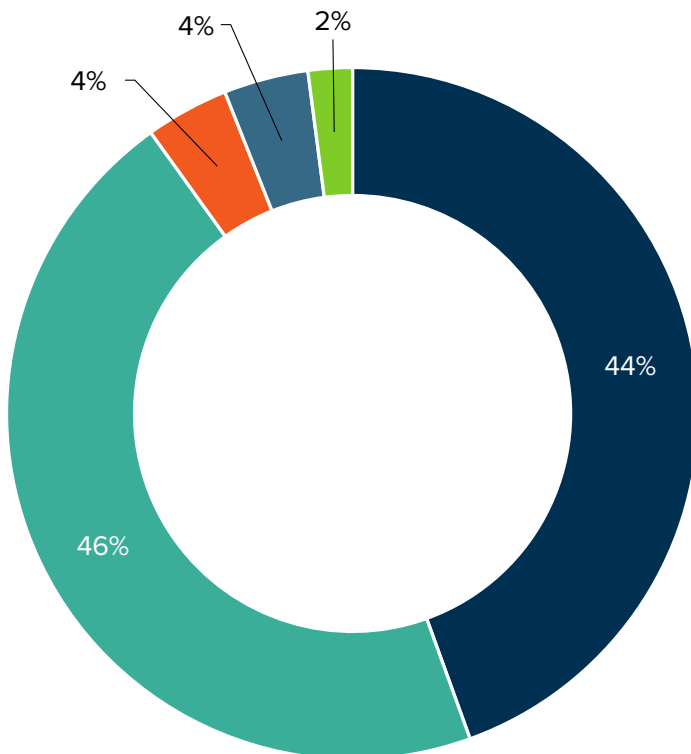
In a community survey conducted this year, residents identified the following City service priorities:

- Fix potholes, and repair streets and sidewalks
- Maintain 9-1-1- emergency response times
- Maintain parks, open space, and sports fields
- Maintain neighborhood police patrols and crime prevention
- Maintain Public Works staff necessary to keep streets, like the Ralston Avenue improvements, and sewer projects on-time and on-budget
- Keep public areas healthy, safe, and clean



This year we also utilized the “Your Voice, Your Belmont” platform to expand the dialogue on City service needs and priorities. Along with the community survey, these priorities were incorporated through the budget process and reflected in the five-year CIP plan.

The City’s five-year CIP plan is \$72.7 million, with the CIP budget for FY 2023 at \$19.3 million. With aging infrastructure, the City faces hundreds of millions of dollars in street and storm drain infrastructure needs alone, in addition to maintenance needs for the City’s facilities and parks. While reducing support to capital projects may seem like an easy solution to our financial pressures, keeping the funding intact is essential to maintaining the City’s infrastructure, as delaying critical projects will only cost us more later. That is why we continue to make long-term investments in our capital needs. The chart below shows allocation of the CIP budget in FY 2023 to the different categories.



STREETS \$8.8M

Includes Measure I improvement projects, general street improvements and RMRA projects.

FACILITIES \$760K

Includes improvements to recreational and general facilities, and facilities management.

SEWER/STORM \$8.6M

Includes improvements to the sewer infrastructure and storm drainage systems.

PARKS/OPEN SPACE \$400K

Includes library maintenance and operations, planned park development, open space maintenance/improvements and maintenance of the athletic fields.

TECHNOLOGY \$750K

Includes improvements to communication infrastructure, fleet and equipment.

Letter of Transmittal

General Fund

The General Fund is the primary funding source for the vast majority of core services. General Fund expenditures for FY 2023 total \$23.9 million, up 5.3% from the adopted \$22.7 million in FY 2022. This predominately reflects operations going back to the pre-pandemic levels in FY 2020, as well as adding positions in focus areas to meet the demands of our growing community and operations, as discussed in more detail below. The budget for Measure I funds in FY 2023 includes \$5.0 million in CIP projects towards roadway and storm drain system improvements. Total General Fund expenditures, including Measure I, are broken down into four categories as shown in the chart:



PUBLIC SAFETY \$14.7M

Includes law enforcement administration, crime control, traffic and community safety.



STREETS AND STORM DRAINAGE \$5.0M

Includes street and storm drainage improvement projects.



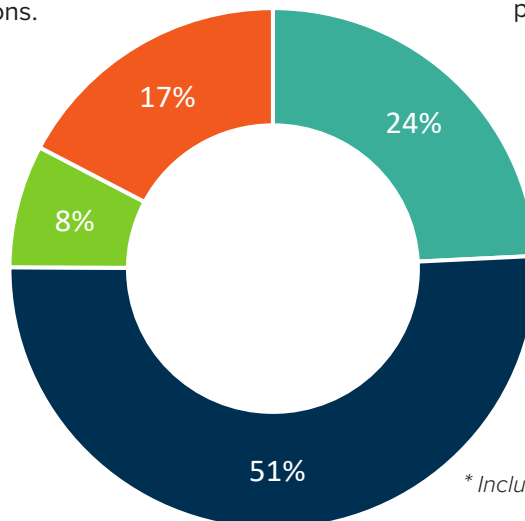
GENERAL GOVERNMENT \$7.0M

Includes human resources, including City staff, appointed and elected officials and financial operations.



CULTURE AND RECREATION \$2.2M

Includes operation and maintenance of parks and open space, and associated programming.

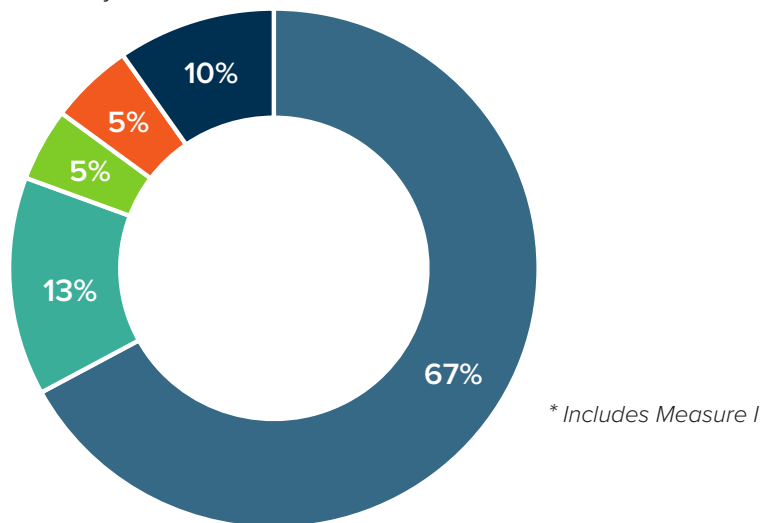


* Includes Measure I

Letter of Transmittal

General Fund revenues directly and indirectly support core services including police, public works, parks and recreation, and general government operations. The FY 2023 revenue budget, including Measure I, totals \$33.1 million, up 8.9% from the \$30.4 million estimated in FY 2022. This is mainly due to property assessed valuations increasing from the strong performance in the housing market, as well as hotel room tax improving from the prior year when this revenue source hit unprecedented lows. As mentioned earlier, however, hotel room tax is still far from pre-pandemic levels. Sustained, significant increases in property assessed valuations are also not expected in the long run especially given the current interest rate environment, and accordingly, the long-term forecast reflects a more subdued growth moving forward.

In addition, for reasons I will explain in more detail later in this transmittal letter, the City is facing further revenue impacts due to the State’s actions that are threatening property taxes, the General Fund’s top revenue source. While the long-term forecast assumes that the property taxes the City is entitled to will not be taken away, the State has proposed a budget trailer bill to change the current legislation that, if passed, will cause permanent, negative impacts to the City’s largest revenue source. To that end, the San Mateo County and City Manager’s Group have been mobilized along with our local representatives to put on a strong voice of opposition if the State’s language is entertained. We will monitor this situation closely, update the City Council as more information becomes available, and update the financial plan as necessary.



TAXES \$22.2M

Includes property taxes, sales tax (both the local 1% and Measure I), transient occupancy tax or hotel room tax, business license tax, and property transfer tax.

SERVICE CHARGES \$4.5M

Includes revenues received from administrative reimbursements, and public safety contracts and fees.

FRANCHISES \$1.5M

Includes franchise payments from companies providing garbage, electricity, gas, and cable television services in Belmont.

OTHER \$1.7M

Includes federal grants, property rentals, billboard space rentals, street access fees, fines, and interest earnings.

COVID-19 FEDERAL RELIEF FUNDING \$3.2M

Includes the second half of the one-time allocation from the American Rescue Plan COVID-19 federal relief funding.

Letter of Transmittal

Enterprise Funds

Enterprise funds are self-supporting government funds that provide goods and services to the public for a fee that covers the cost of the service, rather than a tax. For FY 2023, the City's enterprise funds support a total of \$22.8 million towards operational and capital needs:



\$15.0 MILLION SEWER COLLECTIONS



\$4.3 MILLION
SEWER TREATMENT FACILITY



\$2.9 MILLION STORM DRAINAGE



\$0.6 MILLION SOLID WASTE

Letter of Transmittal

Budget Development Priorities

Pursuant to my opening remarks, balancing short-term response in the face of financial pressures and making targeted, long-term investment will remain a priority for our organization. With that in mind, part of the budget development process was to establish a baseline budget for FY 2023, in which departments evaluated and “right-sized” their budgets to reflect the provision of core services at existing levels. This also consisted of adjusting personnel costs to factor in the current composition of City staff and existing contractual agreements, as well as updating information related to pension and other benefits costs. Once the baseline budget for FY 2023 was established, funding priorities were evaluated that aligned with Council and community priorities in the following Strategic Focus Areas:

- Infrastructure and Mobility
- Economic Development and Housing
- Fiscal and Organizational Sustainability
- Public Safety
- Quality of Life

As I discuss in more detail below, our community is facing increasing activities, in both residential and commercial developments. In response, we must then also evolve and adapt to meet the needs of this demand, while maintaining a level of fiscal prudence by being targeted and strategic in the ongoing commitments we make. To that end, I am pleased with what the FY 2023 budget is able to accomplish in right-sizing operations to maintain core City services and funding targeted areas that aligns with City Council's goals of meeting community priorities. Some of the key items that are incorporated in the budget include:

- The addition of a Principal Planner to address economic development and support long range and advanced planning projects;
- One-time funding for historical resources update, Belmont Village Specific Plan streetscape efforts, signage wayfinding, and Harbor Industrial Area annexation analysis;
- Unfreeze funding for a Maintenance Worker to address streets and sewer infrastructure maintenance needs;
- Enhanced funding for Public Safety communications equipment and C.A.R.E. Program;
- Continue to develop diversity, equity and inclusion programs; and
- Enhanced funding for street improvements.

Opportunities and Challenges

This is an exciting time to be a part of the Belmont community, with so many major initiatives occurring simultaneously. As I mentioned earlier, 928 housing units are currently under construction or in the pipeline, with a Housing Element update underway that is allocating 1,785 housing units in the next eight-year cycle. 1.1 million square feet of life science development is currently in the pipeline, and the City is forecasting an additional 0.5 million square feet to be developed. The Harbor Industrial Area (HIA), most of which is currently unincorporated, has been gaining interest with development activities that would have annexation implications for the City. In the meantime,



Letter of Transmittal

a sewer and stormwater master plan has kicked off and is underway to identify infrastructure needs citywide, including the HIA, that will improve and address future climate and resiliency of our utilities systems. As our community continues to evolve, decisions that are made now will shape the future of our community and set us on the course that our Council and residents envision. There's much to do, but I am confident that with careful planning and execution, our talented staff is up to both the opportunities and challenges ahead of us.

Opportunities

HOUSING AND ECONOMIC DEVELOPMENT

Following a comprehensive update of the Belmont General Plan and adoption of the Belmont Village Specific Plan in 2017, Belmont has experienced a significant growth in development activity, both in the downtown area and extending along the El Camino Real and Old County Road corridors. New housing development provides the critical mass necessary to support the existing Belmont business community, but also to attract new economic development. Following completion of the State required update to the Housing Element of the General Plan in FY 2023, the trend towards increased growth and development activity is expected to continue. This is an important time for our community, and as an organization we are aligning our resources to support our continuing initiative in creating charming and vibrant activity centers both in downtown and other commercial centers and improving the quality of life in Belmont.



Construction of the City-owned Firehouse Square Phase 1 affordable housing and mixed-use project by Mid-Pen Housing (66 affordable housing units) will be completed in Fall 2022, and construction activity continues on the Artisan Crossings 250-unit multi-family housing project (38 affordable housing units), and the 177-unit apartment building at 815 Old County Road (27 affordable units). In FY 2023, the City will continue processing a record high number of development entitlement applications in the Community Development Department, enhance business communications and outreach, and continue a strong partnership with the Belmont Chamber of Commerce.

This year, the City also convened an Economic Development Task Force (EDTF) that met six times to review economic development activity in Belmont, considered program opportunities and resources, and identified priorities that were presented to the City Council in January 2022. Funding for implementation of several EDTF recommended priorities has been included in the FY 2023 Budget, including development of a Community Benefits Program, and existing business support and communications tools.

MEASURE I

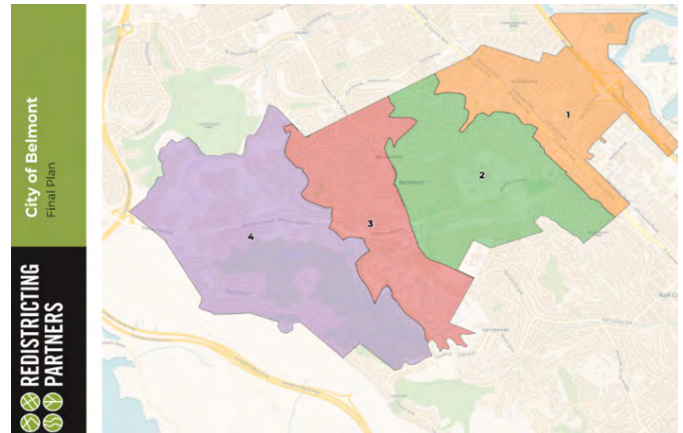
Measure I is the ½-cent sales tax that Belmont voters passed in 2016 that became effective in April 2017. This locally-controlled funding source has greatly enhanced the City's ability to invest in roadway repairs. The 2020 Street Reconstruction project was completed earlier this year using Measure I funds that targeted twelve street segments. Belmont's Pavement Condition Index has gone from "at risk to fair" in 2014 to "good to excellent" in 2022, and Measure I has been an instrumental revenue source in improving our streets. Measure I funds will again be utilized in the FY 2023 CIP budget, totaling \$11.2 million in the 5-year CIP plan with projects including

Letter of Transmittal

pavement reconstruction and rehabilitation, and storm drain infrastructure improvements. These projects highlight our commitment to the community in making long-term investments to improve and maintain our streets. More information about these projects can be found in the Capital Improvement Program section of this budget document.

DISTRICTING

Following significant stakeholder and community input, the City Council adopted an ordinance codifying a transition from city-wide based elections to district-based elections and establishing a city-wide elected mayor. District-based elections offer an opportunity for local municipalities to be more inclusive and representative of the different communities within each municipality, and to ensure different voices and priorities are part of the conversation and decision-making process. For Belmont, the first two district-based councilmember elections, as well as the first City-wide mayor election, will take place in November 2022. The remaining two district-based councilmember seats will be elected in November 2024. As we transition to district-based elections, we stand ready as an organization, and I am confident that our ability to adapt will once again be demonstrated to support and serve the diverse needs of our community.



DIVERSITY, EQUITY, AND INCLUSION

While Belmont has been at the forefront of the protection of civil rights, and recognition and appreciation of diversity and inclusiveness, there is always more work that can be done that will better align with Belmont’s historical and evolving diversity. To that end, the City appointed a Diversity, Equity, and Inclusion Officer to direct efforts to assess internal policies and procedures, as well as the programs and services offered to the community to identify opportunities that will further improve along diversity, equity, and inclusion dimensions. The FY 2023 Budget includes resources to support these important efforts, which will include stakeholder surveys and listening sessions, an assessment of City programs, services, and communications, and identification and prioritization of areas where the City can make improvements.

LONG-TERM FISCAL SUSTAINABILITY

Belmont has long been fiscally responsible with a focus on long-term sustainability. The Belmont Strategic Plan, adopted in 2020, formalized Fiscal Sustainability as one of five strategic focus areas, with a series of supporting goals and objectives including maximizing existing revenue sources, identifying ways to diversify revenues, and securing ongoing funding for critical public services and infrastructure. Events in the past couple of years that are outside the City’s control have been hurting our revenue sources. The City continues to respond to the fiscal impacts of the pandemic, while simultaneously working to address the ongoing takeaway of key revenue sources as a result of actions taken by the State, which I will explain in more detail later in this transmittal letter. Focusing on long-term fiscal sustainability is now more important than ever. To that end, the FY 2023 Budget includes resources that will support this strategic focus area.

Letter of Transmittal

Through this past year, our engagement effort shows that enhancing locally-controlled revenues to support fiscal sustainability is a key priority. A significant proportion shows interest in updating and simplifying our business tax ordinance, and in assessing options on how best to have visitors pay their fair share to Belmont. With Council's support, potential ballot measures in November 2022 are currently being considered that will modernize our business tax ordinance having large businesses pay their fair share, and increasing our transient occupancy tax rate from 12% to 14% that will better align with what neighboring jurisdictions charge.

Belmont is also working on regulation of commercial cannabis businesses and developing land use and regulatory ordinances for Council's consideration in FY 2023. Regulation of commercial cannabis and the resulting tax generated from these businesses can offer a new locally-generated and locally-controlled source of revenue for the City to use to support community service priorities. We look forward to working with the Council and engaging our community as we continue to address these priorities.

On the development front, the City collects several development related fees including a parkland in-lieu fee, park and traffic impact fees, and housing and public art in-lieu fees, all of which help mitigate the impacts of new developments on community infrastructure and facilities. However, these revenues do not provide funding for the expansion of essential City services to address new service demands that these new developments will require. With significant development activity already in the pipeline and forecasted to be built over the next several years, the City is exploring creation of a Community Facilities District for generating a locally controlled source of revenue that will be funded by new developments for the provision of City services.

Challenges

HOTEL ROOM TAX

Transient occupancy tax, or hotel room tax, is dependent on both the occupancy levels and room rates of the City's hotel stock. This revenue source is especially sensitive to the overall health of the economy. Prior to the pandemic, revenues from hotel room tax were approximately \$4 million, making up one of the top revenue sources for the General Fund. However, travel restrictions from the pandemic have devastated this revenue source, and the reactive nature of hotel room tax to the economy was clearly demonstrated. In FY 2021 alone, hotel room tax dropped an unprecedented 65% to \$1.3 million. As restrictions started to ease this year, traveling, especially leisure traveling, began to come back. Business travel still lags, and because our hotels serve mainly business travelers, this revenue source is expected to recover slower, with \$2.8 million projected for FY 2023, still far from pre-pandemic levels. As conditions change, we will monitor this revenue closely and adjust our long-term forecast accordingly.



PROPERTY TAX

Property tax is the largest source of revenues in the General Fund, and until recently, the most stable source of revenues. Actions from the State that are outside the City's control has negatively impacted our redevelopment agency (RDA) residual property tax, and the State is now threatening other property taxes, including property tax in lieu of VLF and excess ERAF.

On the residuals side, a decision made by the California Court of Appeals in August 2020 has modified the calculation on how redevelopment agency (RDA) residual property tax is distributed, resulting in approximately

Letter of Transmittal

\$700,000 shortfall to the General Fund and \$900,000 to the Belmont Fire Protection District on an annual basis. With such a significant and ongoing impact, Belmont has taken extensive steps this past year to defease our RDA bonds early, and seek a final dissolution from the Successor Agency. After months of in-depth work with the County, multiple trips to the County Oversight Board, and multiple requests and responses with the Department of Finance (DOF), obligations of the Successor Agency were successfully discharged and the DOF recognized the final dissolution in April 2022. Belmont is the first Successor Agency in San Mateo County to achieve full dissolution, and in doing so, Belmont has successfully mitigated impacts to its redevelopment residual revenues. Starting FY 2023, without a Successor Agency, there will no longer be any property tax shift to RPTTF, and no longer any pass-through or residual revenues, thereby mitigating impacts to residual revenues. Instead, property tax will revert to secured property and distributed accordingly.

Such positive and welcoming news was only short-lived, unfortunately. The State has now proposed a budget trailer bill with a May revise that, if passed, will have a detrimental impact to our other property taxes: property tax



in lieu of VLF and excess ERAF. For property tax in lieu of VLF, back in 2004, the California Legislature approved a swap of vehicle license fee (VLF) for property tax as part of a state-local budget agreement. The VLF that local municipalities had been receiving was permanently reduced from 2% to 0.65%, and the difference is replaced with a like amount from property tax that is based on the number of non-basic aid school districts. It is important to note that these school districts are not harmed by this swap in any way, as the State keeps their funding whole. Over the past several years, in San Mateo County, the number of non-basic aid school districts have been

reducing, and as such, officials are projecting over \$56 million countywide shortfall for FY 2022. This follows a \$96 million countywide shortfall in the prior FY 2021. The long-term forecast projects the ongoing trend of less and less non-basic aid school districts in the County, until there is none in five years which will result in an approximate County-wide shortfall of \$270 million, with Belmont's share at \$4 million. Our \$4 million shortfall then increases annually by assessed valuation growth.

In an attempt to address the continuous shortfall in VLF, the State Department of Finance drafted a budget trailer bill, with a May revise, that proposes using excess ERAF funds to backfill VLF shortfall. The State's draft proposes capping excess ERAF at FY 2022 amounts, and any growth in excess ERAF thereafter, shall be used to pay for VLF shortfall. This change essentially requires counties and cities to pay for the State's VLF obligations using monies that these local taxing agencies are already entitled to receive. Taking away excess ERAF from local taxing agencies and redirecting them to fund the State's VLF obligation is contrary to the 2004 State budget compromise that established the current system and could raise potential constitutional issues. The State further adds a provision in the May revise indicating that if agencies seek legal action, the State will automatically deny any reimbursement requests to backfill VLF. If passed, this bill will have a devastating impact on the amount of excess ERAF local taxing agencies receive, as excess ERAF will be capped, and any growth in all future years on this funding source will be lost. Based on the County's estimates, Belmont will stand to lose \$7.2 million over the next ten years, of which \$1.4 million is the loss in year ten. This loss will continue to grow annually in perpetuity. As I mentioned earlier, the San Mateo County and City Manager's Group have been mobilized along with our local representatives to put on a strong voice of opposition. We will monitor this situation closely and update the City Council as more information becomes available. With how the situation has been unfolding thus far, this only intensifies the need for Belmont to be self-reliant and have our own locally-controlled funding sources.

Letter of Transmittal

ORGANIZATIONAL DEVELOPMENT

An important issue facing Belmont and other jurisdictions throughout the public sector is the wave of retirements that are happening right now. Especially for Belmont, we run a lean and “flat” organization, which means that there is not a lot of room for overlap between our employees when they perform different responsibilities to cover the comprehensive range of services we deliver to our community. So while retirements are not a surprise and are a part of ongoing organizational change, we are needing to deal with the loss of institutional knowledge that our long-term employees leave with when they retire.

Our efforts to focus on succession planning and attracting new talent are more important than ever. Over a third of our workforce will be retirement eligible in 5 years or less. As we see more retirements in the horizon, coupled with staff turnover that is a regular part of organizational operations including ours, as an organization we are moving to succession planning and knowledge sharing as best as we can. This requires thoughtful foresight and execution, while keeping an eye on our Strategic Focus Areas and advancing those priorities. Our focus to attract new talent at a time when there are seemingly fewer in the next generation wanting to enter the public sector, as well as our efforts to grow talent from within the organization, will be key to our success. As a service organization, we are only as strong as our people. As we evolve as an organization, it is important that we continue to find creative ways to meet our employees’ needs, so we can attract, retain, and develop new dedicated talent to serve our community.



General Fund Long-Term Financial Plan

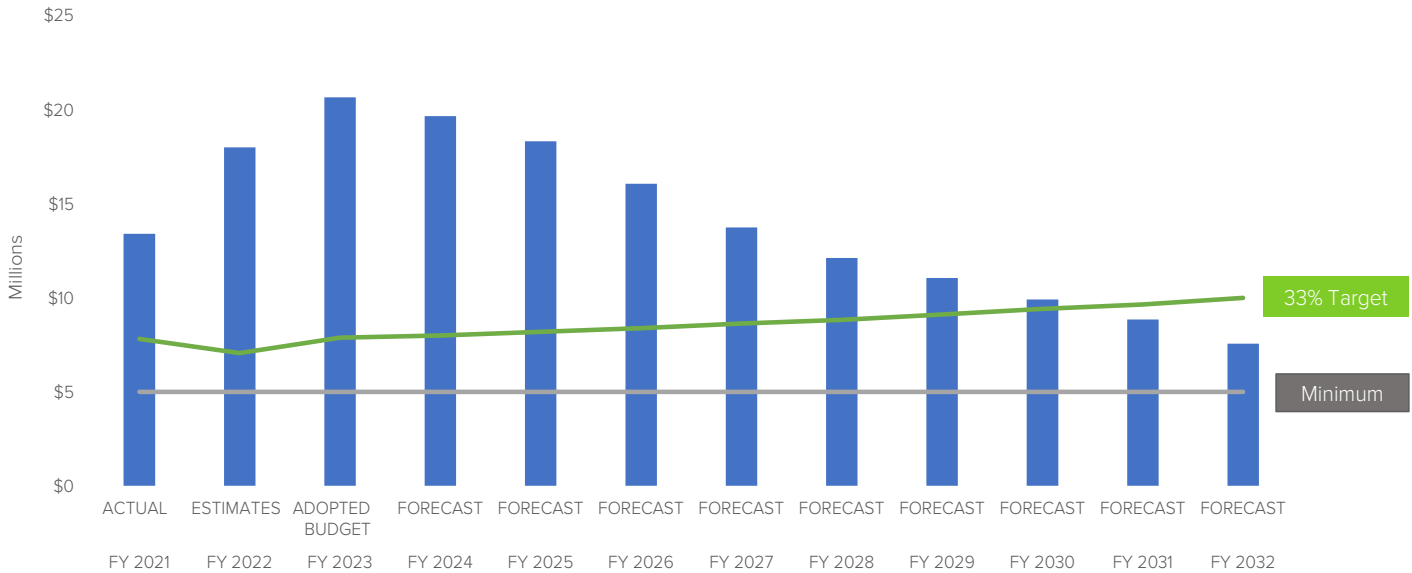
One of the key benefits of long-term financial planning is the ability to identify issues beyond the budget year, so that appropriate actions can be taken to address those issues and course correct. The American Rescue Plan Act federal funding is helping to recover some of our revenue loss from the pandemic and is increasing our fund balance, but that is only in the short-term. The funding is only one-time, while revenues such as hotel room tax will take years to recover, and expenditures keep increasing in the meantime. The long-term plan allows us to see beyond the immediate term, so that we are able to make better decisions in how to utilize our resources strategically. With over half of the General Fund operating expenditures going to personnel costs, the plan projects for key factors such as salary increases, pension cost increases, and medical premium increases. On top of that, the General Fund provides support to other funds that are not fully recovered through user fees. In the long-term plan, we’ve continued to include all of our known or assumed resource demands for the General Fund, including:

- Salary increases based on existing contractual agreements, then assumed modest increases
- CalPERS contribution rate increases based on actuarial study and are being predominantly absorbed by the City
- Assumed increases in medical costs based on actuarial study
- Transferring an average of \$5.4 million per year over the ten-year forecast to support operations in other funds, including the Recreation Fund, Development Services Fund, Street Maintenance Fund, and Storm Drainage Fund

Letter of Transmittal

Loading all these known and assumed resource demands results in a structural imbalance, as our annual revenues are no longer able to sustain our ongoing expenditures. We are experiencing how quickly reserves can be drawn down when hit with factors outside our control, including revenue impacts from the pandemic and actions taken by the State. The graph shows our projected ending fund balance in the next ten years.

General Fund Balance Long-Term Forecast



The accompanying long-term financial plan in the Fund Information Section of this budget document underscores the importance of carefully considering additional ongoing General Fund commitments. Part of that effort will include how other funds can become more self-sustainable so that support from the General Fund can be minimized. To that end, a fee study is underway to evaluate development-related permit fees and costs associated to process those permits. As we move forward, this plan will continually be evaluated to identify issues and assess options to address those issues.

Concluding Remarks

The FY 2023 budget has been developed to strike a thoughtful balance between the short-term and long-term. While we must respond to the fiscal impacts from the pandemic and property tax takeaway from the State, we must also keep our focus towards the future and act to ensure the long-term success of our community. That is why we continue to invest in our infrastructure needs, and make targeted investments in strategic focus areas to meet the growing demands of our community. We have also taken action towards the future to ensure a better level of sustainability that will serve Belmont well. As we move forward into the next phase, building back better, becoming more resilient and self-reliant will remain a focus for our organization. The experiences of these past years have challenged the way we deliver services to our community, and how we respond to impacts outside of our control. But our core principles remain the same: to execute on the Council’s vision and to serve our community with high-quality services. With this as our anchor, I am confident that whether we face new opportunities or whether we face challenging circumstances, we will come out better and stronger and more resilient than we were before.

The development and delivery of this budget was a team effort across the board, the culmination of months of work from staff throughout the organization. First and foremost, I would like to thank the Council for articulating

Letter of Transmittal

a vision and setting priorities that guided us through the budget process. Next, I would like to thank my senior management team, along with their respective staff members, for their efforts in developing their respective departmental budgets. And finally, I would like to thank the members of the Finance Department, who drove the process to develop the budget and prepare this document.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Afshin Oskoui', with a long horizontal flourish extending to the right.

Afshin Oskoui, P.E., PWLF
City Manager

UNIVERSITY OF
SOUTH ALABAMA



CITY OVERVIEW

Achievement Highlights

INFRASTRUCTURE AND MOBILITY

Infrastructure achievements include significant investments in the City's sewer and storm systems with completed construction of El Camino Real and Old County Road Sanitary and Storm Sewer Rehabilitation Project, Arthur Ave Storm Sewer Rehabilitation, and Belmont Creek Dredging projects. The design of the Hiller Sanitary Sewer Capacity Improvement Project is completed, with construction of the gravity line anticipated to start in Summer 2022, and the new Hiller Lift station in 2023. The Belmont Creek Restoration within Twin Pines Park and the Multi-benefit Stormwater Capture Project near City Hall both kicked off engineering design and environmental work in April 2022 and will continue into 2023, with each project anticipating construction in 2024. In addition, the development of two Master Plans for the City's Stormwater System and Sanitary Sewer Infrastructure System began last year and will be completed in 2023. The roadway rehabilitation on various streets was completed as part of the 2020 Pavement Project and 2021 Slurry Seal Project, with new summer construction set for two pavement projects in 2022 and another slate of roads set for upgrades in 2023. Transportation and Mobility accomplishments include completion of construction on the Ralston Ave. Corridor Improvement Project - Segment 3, which provides new sidewalks and bike lanes and a new road surface on Ralston from South Road to Villa Ave, completed in 2022. The design of the Alameda de las Pulgas Corridor Project (Carlmont Drive to San Carlos City limit) is also underway. The construction on 2022 Pavement Project will commence in April 2022, finishing in the summer. These pavement investments, largely funded by Measure I, mean that Belmont's Pavement Condition Index (PCI) has risen from the low 50's a few years ago to 68 in 2022. Additional accomplishments include use of the Vehicle Miles Traveled CEQA thresholds and collection of a new Traffic Impact Fee to address the impact of future development and creating investments in new city-wide transportation improvements.



ECONOMIC DEVELOPMENT & HOUSING

Belmont continues to see a surge in both residential and non-residential development activity. As of May 2022, the City has issued building permits for 685 new housing units, including 179 affordable units available to lower income households. During FY 2023, the City anticipates issuing building permits for 243 more new housing units, including 141 affordable units, and working towards completion of a comprehensive update to the General Plan Housing Element. Subsequent long-range planning efforts in FY2023 will include updates to the Belmont General Plan, Belmont Village Specific Plan, and Zoning Ordinance to ensure adequate growth capacity and serve the growing demand for new housing. The City is also working to process development entitlements for three Biotech/R&D/Life Sciences projects that could add new commercial space in the City's Island Parkway, Shoreway Road, and former Harbor Industrial Area (HIA). New Economic Development activities include launching a new website and enhancing business community outreach and communications. In October 2021 the City convened an ad-hoc economic development advisory committee aimed at improving the City's interaction with the business community and identifying new priorities, some of which are included in the FY 2023 work plan and budget, including development of a community benefits program. In March 2022, the City joined the Choose Local SMC initiative, which uses a phone app to connect small businesses in Belmont with customers wanting to support local businesses.

FISCAL & ORGANIZATIONAL SUSTAINABILITY

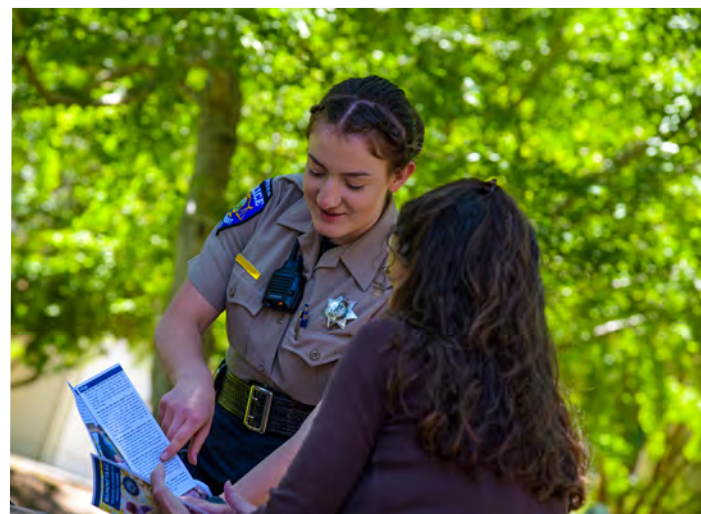
The City received the Award for Excellence in financial reporting for the FY 2021 Annual Comprehensive Financial Report (ACFR), as well as the Distinguished Budget Presentation Award and the Operating Budget Excellence Award for the FY 2023 Budget. The Human Resources Department/City Management bargaining teams for FY 2022 successfully negotiated with two of the City's three bargaining

Achievement Highlights

units for successor MOUs that are fair, competitive, and sustainable for the City. With record vacancies, the City recruited and hired more new talent than ever, offering hybrid teleworking opportunities where feasible. The City's first Telework Policy was also formalized. Finally, with new talent and promotions of qualified staff, the City looks forward to enhancing the onboarding experience in FY 2023.

PUBLIC SAFETY

The Belmont Police Department continued its efforts towards upgrading transparency platforms and community messaging. In addition, the departments Community Police Academy has been instrumental in our outreach efforts to enhance our connectivity with the public. This provides community members with an inside look at the Belmont Police Department by presenting the functions, capabilities, and limitations of the department. Over the course of the last year, the Police Department maintained its community outreach through the C.A.R.E. (Crisis Assessment, Response and Education) Team to enhance our response to calls of those experiencing a mental health crisis. The C.A.R.E. Team also held its first Mental Health Symposium. This event featured mental health professionals from around our region discussing services and taking questions from the community about mental health related topics. The department in conjunction with members of the City Council formed a standing Public Safety Committee in an effort to review and improve police policies and procedures. The department continues to reevaluate and plan for the future to enhance its succession planning, infrastructure concerns, and service model to ensure continued community success.



QUALITY OF LIFE

The Parks & Recreation Department is continuing the Parks, Recreation and Open Space Master Plan project, which will be completed in 2022. This project will deliver the 15-year vision by which parks and recreation resources will be allocated and improvements will be made, and includes the development of an Open Space Management Plan to define environmental sustainability, recreational balance and wildfire hazard mitigation goals and recommendations. The Department provided numerous virtual and in person recreation programs and special events, including a Sweetheart Dance, Holiday Home Decorating Contests, and a Golden Egg Scavenger Hunt through City parks. Numerous volunteer projects were completed, including open space trail improvements and invasive species removal. Parks staff continues to work with SMC Fire and Cal Fire to advance fuel reduction in the City's open spaces. The City received CalOES grant funds to purchase equipment for power resiliency and Proposition 68 per capita grant funds for tennis court resurfacing projects at Alexander and Hallmark Parks.

City Council Vision Statement

DISTINCTIVE COMMUNITY CHARACTER

- Belmont prides itself on being unique.
- Its small-town ambience sets it apart as a tranquil, inclusive, safe, and desirable place to live, work and play.
- We get involved in town matters because we care about living here.
- We connect with each other in all kinds of gathering places.
- We value and celebrate a strong commitment to diversity, inclusion, safety, equality and dignity for all individuals in Belmont.
- Our strong sense of community and enjoyment of the town's assets and activities deepen as we become better informed and connected.

EASY MOBILITY

- We put a priority on getting out of, into, and through town efficiently.
- Bicyclists, walkers, and other nondrivers get where they're going easily and safely.
- We require safe residential streets and smooth-flowing thoroughfares.

NATURAL BEAUTY

- We choose to make our home among these beautiful hills, trees, parks, views, and open spaces.
- Our natural surroundings inspire us to play, create, and contemplate.
- Our actions today preserve and enhance Belmont's beauty to make it even lovelier for future generations.
- Our wooded residential areas are diverse, peaceful and well maintained.

THRIVING CULTURE

- Belmont is a wonderfully safe, culturally diverse and supportive place to raise a family.
- We facilitate lifelong learning in our academic, artistic, athletic, and social dimensions and we thrive in interconnection with the rest of the world.
- Our schools and library are the pride of the community.
- Our university is intrinsic to Belmont's social, artistic and economic life.
- Our playgrounds and athletic fields are of high quality and in high gear.
- The arts thrive in this creative, appreciative town – the arts hub of the Peninsula.
- Our history makes Belmont what it is, and we preserve that heritage for our children.

THRIVING ECONOMY

- A charming, vibrant town center is the heart of our civic and economic life.
- Our economy prospers with a mix of attractive, successful businesses that fit with our community character.
- We look first into our town shops and restaurants for what we need.
- Education, arts and the economy flourish in concert.

Organizational Values

We believe local government exists because of our citizen-customer and seek to understand and meet their needs within the resources available to us.

We are dedicated to the highest standards of honesty, integrity and ethics in all that we do.

We believe that employees are our most important resource and the cornerstone of the City's success.

We are dedicated to providing our employees with the tools, training and incentives necessary to accomplish our mission.

We are dedicated to an open government process which encourages citizen involvement in all aspects of municipal activities.

We are dedicated to the fair and respectful treatment of all people, and we recognize and value the strengths derived from our diversity.

We are dedicated to responsible fiscal management, the development of a sound local economy and long-term fiscal stability.

We are dedicated to providing quality services and continuously improving our service delivery through relevant, reliable and consistent processes.

We believe that teamwork, partnership and interagency cooperation synergizes work and improves the quality and consistency of outcomes by strengthening and refining ideas, objectives and work products.

Strategic Focus Areas



INFRASTRUCTURE & MOBILITY

GOAL: A transportation, facilities and infrastructure system that maintains and improves our community to meet current and future demand.

OBJECTIVES:

- Advance sewer and storm improvements
- Advance pavement and street improvements
- Enhance multi-modal transportation
- Improve parks and facilities



ECONOMIC DEVELOPMENT & HOUSING

GOAL: Local business, land use and housing policies to support economic development, downtown revitalization and diversity of housing choices.

OBJECTIVES:

- Coordinate housing and land use
- Implement Economic Development strategy



FISCAL & ORGANIZATIONAL STABILITY

GOAL: Long-term financial stability and investment in our employees to strengthen organizational development and effectiveness.

OBJECTIVES:

- Ensure fiscal/revenue sustainability
- Strengthen organizational development



PUBLIC SAFETY

GOAL: Forward-thinking public safety services aligned with community needs, including civic engagement, partnerships and public education.

OBJECTIVES:

- Ensure public safety - Police and Fire



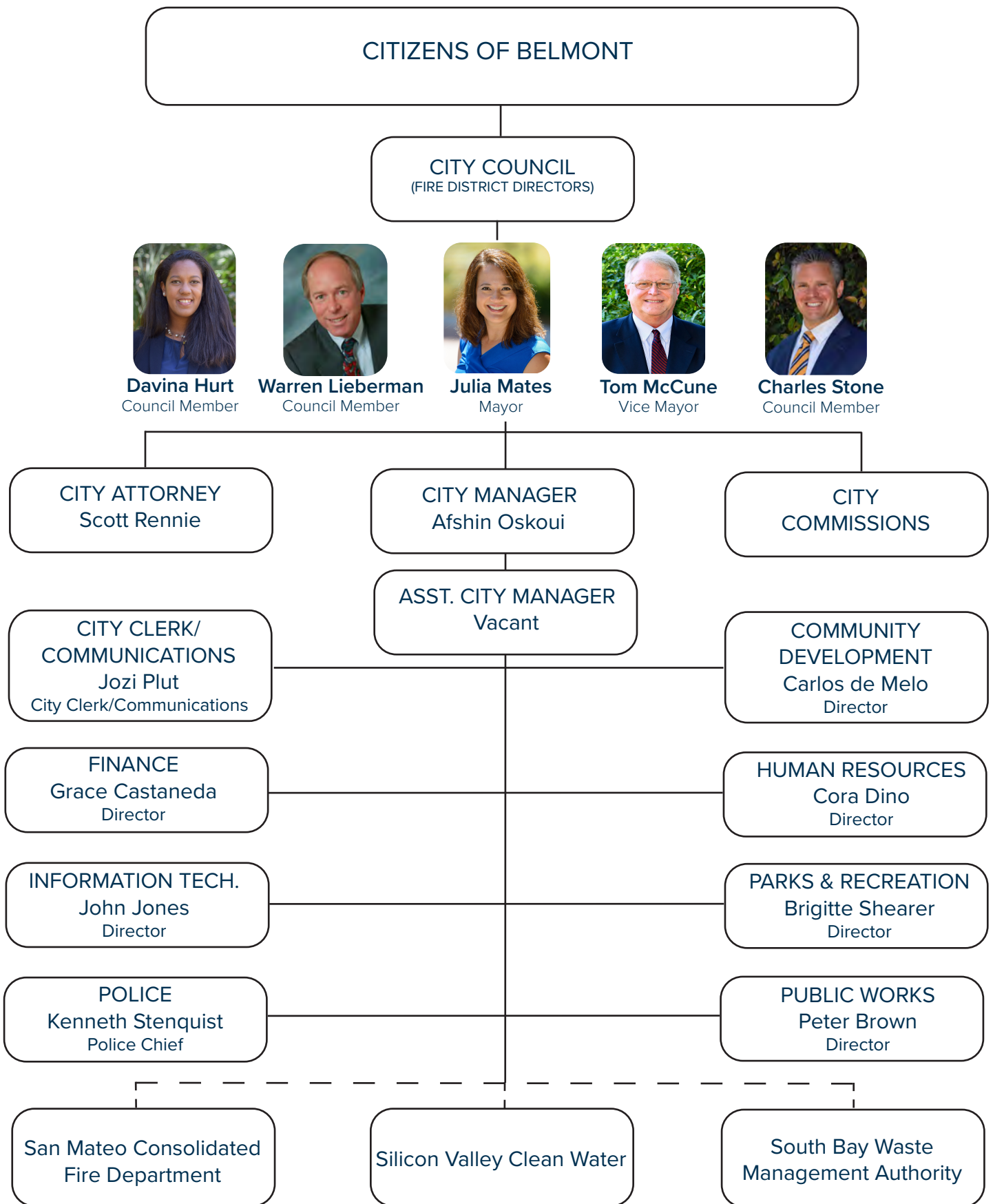
QUALITY OF LIFE

GOAL: Maintain and enhance Belmont's character and quality of life in our community.

OBJECTIVES:

- Promote place-making
- Improve parks and recreational programs and facilities
- Expand communication and outreach

Organizational Chart



City Profile

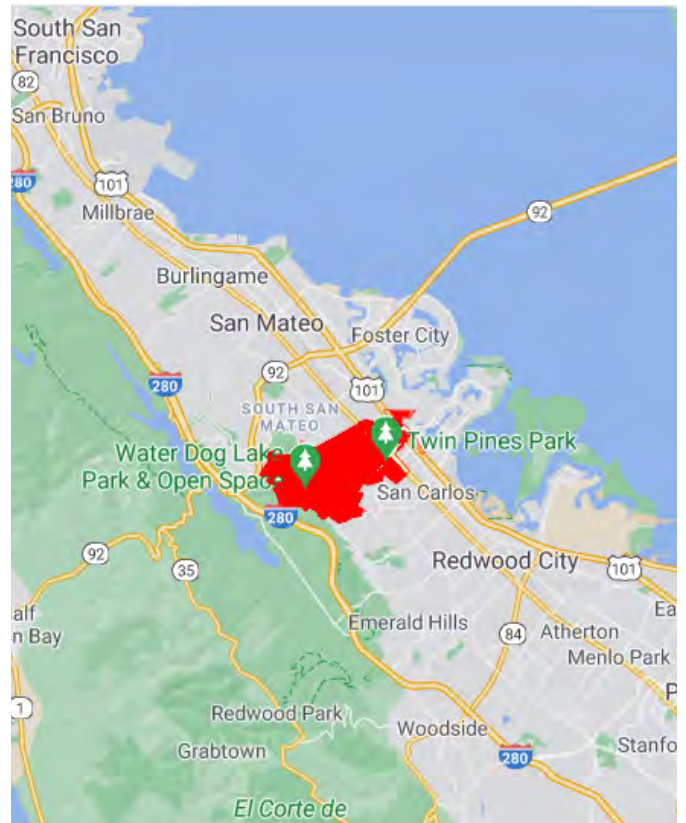
CITY OF BELMONT PROFILE

Location

The City of Belmont is a residential community located mid-way on the San Francisco Peninsula, midway between San Francisco and San Jose in the Bay Area. Covering approximately 4.6 square miles in size, the City is uniquely situated just north of Silicon Valley. It is bordered by San Mateo to the north, Redwood Shores to the east, coastal mountains to the west, and San Carlos to the south.

The City

Belmont was incorporated in 1926 as a general law city. The City is governed by a five-member City Council and is administered by a City Manager. The Council members serve at-large four-year terms and select a Mayor from among its members each December for a one-year term. The City Council is responsible for policy making, adopting the budget, appointing commissions, and hiring both the City Manager and City Attorney. The City Manager serves as chief executive officer and is responsible for carrying out the policies and ordinances of the Council, overseeing day-to-day operations of the City, and appointing the heads of the various departments. Belmont's current population is estimated at 26,813.



Services

The City provides a full range of municipal services including police, planning, building, sewer and street maintenance, infrastructure, community development, parks and recreational activities, and general administrative government activities. Fire service is provided by the San Mateo Consolidated Fire Department. Water is provided to the residents of the City of Belmont by Mid-Peninsula Water District, an outside agency. Sanitary Sewer Services are provided by Silicon Valley Clean Water, which serves Belmont, San Carlos, Redwood City, and Menlo Park. The City offers sixteen parks, nineteen community buildings, 300+ acres of open space, and a library.

City Profile

GENERAL FAST FACTS

1926 Belmont incorporated as a City
4.61 square miles within City limits
\$79,061 - City Per Capita Personal Income*
\$64,450 - County Per Capita Personal Income*
3.9% Unemployment Rate (City)⁺
2.3% Unemployment Rate (County)⁺
26,813 population*

*U.S. Census

⁺California Employment Development Department

INFRASTRUCTURE & MOBILITY

70 miles of streets and alleys
27 miles of storm drains
85 miles of sewers
8,263 service users (Belmont)

ECONOMIC DEVELOPMENT & HOUSING

2,187 active business licenses
320 new housing unit building permits issued in FY 2021
\$135,342 median household income*
60% of homes occupied by owner**

*U.S. Census Bureau

**Data USA

FISCAL & ORGANIZATIONAL STABILITY

140.50 authorized employees
34% of City workforce will be retirement eligible in 5 years or less
50% of City workforce will be retirement eligible in 10 years or less
\$12.8 million unassigned General Fund reserves as of fiscal year 2021

PUBLIC SAFETY

31 sworn police officers
12 civilian police personnel
32 police fleet vehicles
28,561 Incidents responded to in 2022
3 minutes 39 seconds average police priority call response time
2 fire stations*
2 fire trucks - Fire Engine 14 and Fire Engine 15
2,783 calls for fire service
5 minutes 28 seconds average fire response time

* Fire protection provided by San Mateo Consolidated Fire Department

QUALITY OF LIFE

16 developed parks
63 acres of developed parks
16 playgrounds
300+ acres of open space
6,071 senior meals served
800+ programs offered
16 unique special events hosted
3,466 youth & teens participated in programs offered

Basis of Budgeting

FUND ACCOUNTING BUDGET SYSTEM

The City of Belmont's budget is based upon the principle of cost centers (i.e., funds, departments, and service areas). The City of Belmont prepares its budget based upon discrete service centers, which represent the many cost centers through which services are delivered. This allows the City Council to determine with accuracy what the true cost of delivering a service is and what impacts either increasing or decreasing appropriations will have on a particular service. This method is consistent with generally accepted accounting principles.

The budget is organized on the basis of the fund accounting system, in which each fund is considered a separate budgeting entity. Government resources are allocated to and expenses accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. All operating funds' budgets lapse at the end of the adoption cycle. The City of Belmont also maintains an encumbrance accounting

system as one technique of accomplishing budgetary control. There is no formal provision in departmental budgets for depreciation and compensated absences (i.e. accrued vacation and sick leave time), but they are budgeted as internal services fund charges.

All governmental fund budgets are accounted for using the modified accrual basis of accounting whereby revenues are recognized when they become measurable and available. Likewise, expenditures are recognized when an event or transaction is expected to draw upon current spendable resources. Governmental funds include the General Funds, Special Revenue Funds, Debt Service Fund, and Capital Projects Funds. All proprietary fund budgets are accounted for on a flow of economic resources measurement focus and a full accrual basis. These funds include the Enterprise Funds and Internal Service Funds.

BUDGETARY CONTROLS

The City Manager submits to the City Council a proposed annual operating budget for the ensuing fiscal year. The operating budget includes proposed expenditures and the means of financing them and is subjected to public hearings where comments are obtained for consideration. The Council adopts the budget through passage of a budget resolution at which time the proposed expenditures become appropriations. The budget is effective the following July 1 and may be amended by subsequent resolutions. The City Manager is authorized to transfer appropriations between any departments; however, any revisions, which increase the total appropriations of any fund, must be approved by the Council. Transfers not included in the original budget must be approved by the Finance Director. Where not contractually committed, expenditures may not exceed appropriations at the fund level. Unencumbered appropriations lapse at year end.

Activities of the General Fund, Special Revenue Funds, Debt Service Fund, Capital Funds, and Proprietary Funds are included in the annual budget. Department heads are responsible for containing expenditures within their budgeted appropriations as approved by the City Council. The City Manager is authorized to transfer appropriations between any departments that do not exceed the total appropriations of any fund. Subsequent to the adoption of the budget, all additional changes to the budget that have a financial impact at the fund level require City Council approval.



Budget Preparation Process

ANNUAL BUDGET CALENDAR

Like any large, complex organization, the process to develop and produce the budget is continuous throughout the fiscal year, which runs from July 1 to June 30. The major activities and milestones are as follows:

July Through September

- Encumbrances are incorporated into department budgets and long-term financial plans of each applicable fund.
- Preliminary financial results from the previous fiscal year are reported to Council.

October Through December

- Final financial results from the previous fiscal year, in the form of the Comprehensive Annual Financial Report, are presented to Council.
- Initial scoping meetings are held between Department Heads and the City Manager to discuss any significant changes to the departmental operating or capital budget that will be proposed for the upcoming cycle.

January Through March

- City Council holds its annual goal setting session to identify budget priorities.
- Budget calendar for the following fiscal year's budget is established and approved by Council.
- Development of internal service charges and cost allocations begins.

- Annual mid-year financial report is delivered to Council.

April Through June

- Departmental operating and/or capital budget requests are received and evaluated by Finance and the City Manager's Office.
- Revenue projections for major General Fund tax revenues and long-term financial plans for applicable funds are finalized.
- City Council approves Master Revenue Schedule during a public hearing.
- City Council and Belmont Fire Protection District (BFPD) Board receive an introduction on the proposed budget and provide feedback and guidance prior to the delivery of the proposed budget.
- Audit Committee reviews the proposed budget.
- City Council and BFPD Board hold public hearing and receive recommendation from the Audit Committee on the proposed budget.
- Final budget adopted by the City Council and BFPD Board.



Annual Budget Calendar

Day	Date	Event	Responsibility	✓
Tuesday	1/25/22	Adopt motion approving Budget Calendar	Finance	✓
Tuesday	2/8/22	FY 2022 Mid-Year Review and Adoption	All Departments & Finance	✓
Wednesday	2/23/22	Council Priority Workshop <ul style="list-style-type: none"> • FY 2023 Strategic Planning & Financial Forecast • Priorities and policy considerations 	Finance & All Departments	✓
Monday	3/7/22	<ul style="list-style-type: none"> • Issue budget priorities, detail budget instructions and forms to departments. • Distribute personnel allocations and revenue forms to departments 	Finance	
Wednesday	3/30/22	Submit personnel allocations, proposed initiatives, departmental operating and capital requests and revenue estimates to Finance	All Departments	
Monday - Friday	4/11/22 - 4/15/22	Budget conferences with departments	City Manager, Finance & All Departments	
Monday	4/18/22	Begin compilation of FY 2023 Budget and preparation of budget message	Finance	
Friday	5/20/22	Distribute proposed FY 2023 Budget	Finance	
Tuesday	5/24/22	<ul style="list-style-type: none"> • Introduction of the proposed FY 2023 Budget and department presentations • Set public hearing on adopting the FY 2023 Budget and setting non-Prop. 218 fees and charges – June 14, 2022 	All Departments	✓
Friday	5/27/22	Audit Committee reviews proposed FY 2023 Budget	City Manager, Finance	✓
Tuesday	6/14/22	<ul style="list-style-type: none"> • Recommendation from Audit Committee • Adopt FY 2023 Budget • Public Hearing - City Council and Fire Board • Adopt resolutions implementing FY 2023 Budget 	City Manager, Finance	✓

(✓) denotes Council or Council Standing Committee Action

GFOA Financial Reporting Award



Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

**City of Belmont
California**

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

June 30, 2020

Christopher P. Morill

Executive Director/CEO

GFOA Budget Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Belmont
California**

For the Fiscal Year Beginning

July 01, 2021

Christopher P. Morrill

Executive Director

CSMFO Budget Award



*California Society of
Municipal Finance Officers*

Certificate of Award

***Operating Budget Excellence Award
Fiscal Year 2021-2022***

*Presented to the
City of Belmont*

For meeting the criteria established to achieve the CSMFO Excellence Award in Budgeting.

February 28, 2022



Marcus Pimentel

**Marcus Pimentel
CSMFO President**

Michael Manno

**Michael Manno, Chair
Recognition Committee**

Dedicated Excellence in Municipal Financial Reporting



12

co →
e Gilroy

MUST HAVE A
VALID CALTRAIN
TICKET BEFORE
BOARDING

CAUTION
KEEP TRAILS
WALKING ONLY
NO RUNNING
NO SKATEBOARDING
NO BICYCLING
NO STROLLER

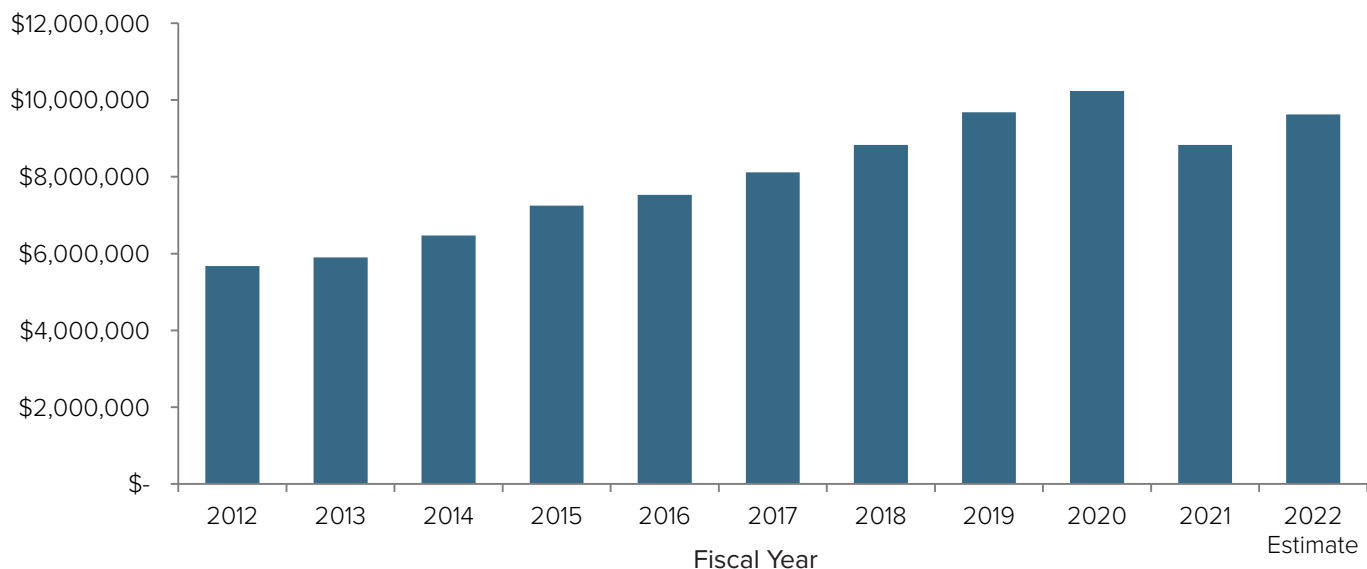
tickets



FINANCIAL TRENDS

Major General Fund Tax Revenues

PROPERTY TAX



MAJOR GENERAL FUND TAX REVENUES: PROPERTY TAX

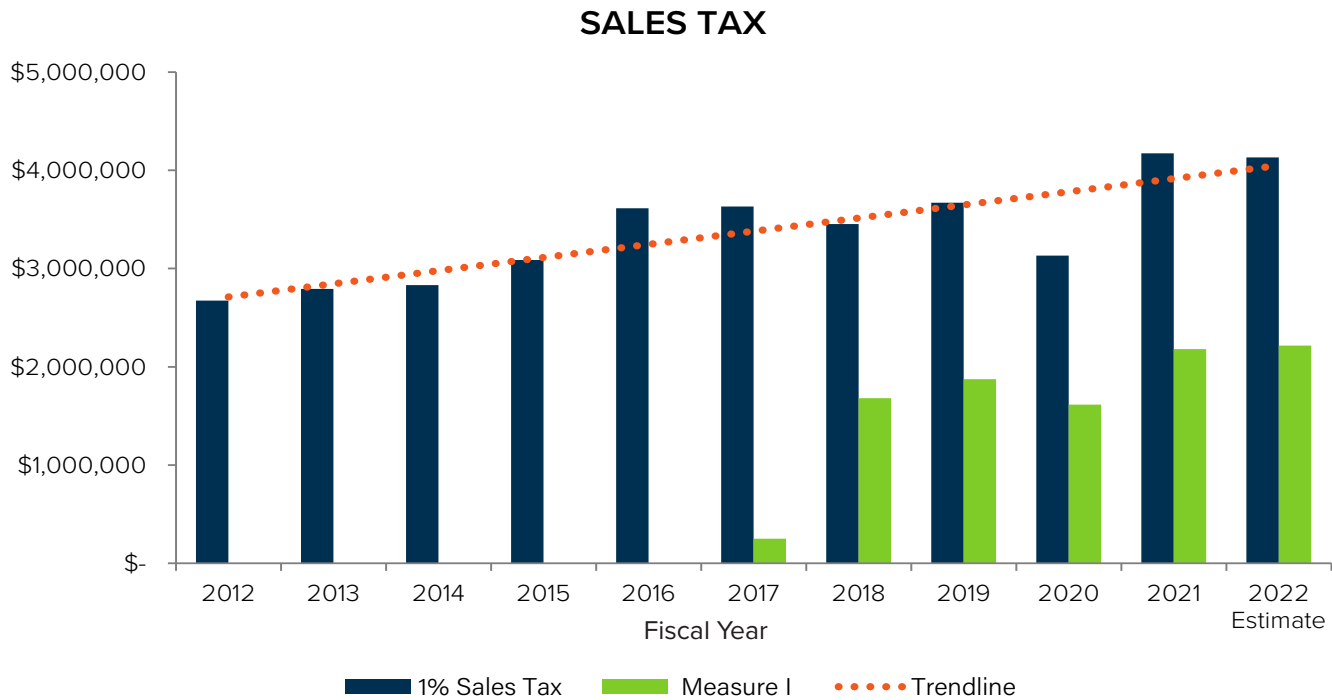
Property tax is the General Fund’s largest revenue source. Revenues have grown from approximately \$5.5 million in fiscal year 2012 to over \$10 million in fiscal year 2020, and that is attributable primarily to the strong growth in assessed valuations. As demonstrated in the table, over the past ten years, assessed valuations in the City have increased an average of 5.8% annually. This includes the first year of the recovery from the Great Recession when assessed valuations were slowing climbing back up, and the increase was less than 2%. The assessed valuation in Belmont is heavily weighted toward residential at almost 90%, and with many residential properties, especially ones that had been in long-term ownership, changing hands during the strong and extended period of recovery from the Great Recession, growth in this revenue source has been significant in the past several years. However, such extended growth is not expected in the long-term. Funding for property tax in lieu of VLF continues to be threatened as the shortfall increases and backfill from the State remains uncertain. Furthermore, a decision from the California Court of Appeals in 2020 has modified the methodology for distribution of redevelopment agency residual property tax, which resulted in Belmont receiving less residuals beginning fiscal year 2021, and reducing the overall baseline in the General Fund’s primary revenue source, as demonstrated in the graph above. The impact continues in fiscal year 2022, with overall property tax coming in lower than where it could have trended if not for the reduction in residual property tax. To that

end, Belmont took action to discharge obligations from the Successor Agency by seeking an early defeasance of its redevelopment agency bonds. After a year long and arduous process, Belmont received approvals from the County Oversight Board and the Department of Finance, becoming the first Successor Agency in San Mateo County to achieve final dissolution. The expectation moving forward and as reflected in the ten-year financial plan is for property tax to stabilize, with property transaction activity getting back to a more sustainable baseline growth.

CHANGES IN ASSESSED VALUATIONS

FISCAL YEAR ENDS JUNE 30	% CHANGE FROM PRIOR YEAR
2012	1.6%
2013	3.5%
2014	6.4%
2015	3.9%
2016	8.3%
2017	7.4%
2018	6.5%
2019	7.3%
2020	7.5%
2021	6.5%
AVERAGE	5.8%

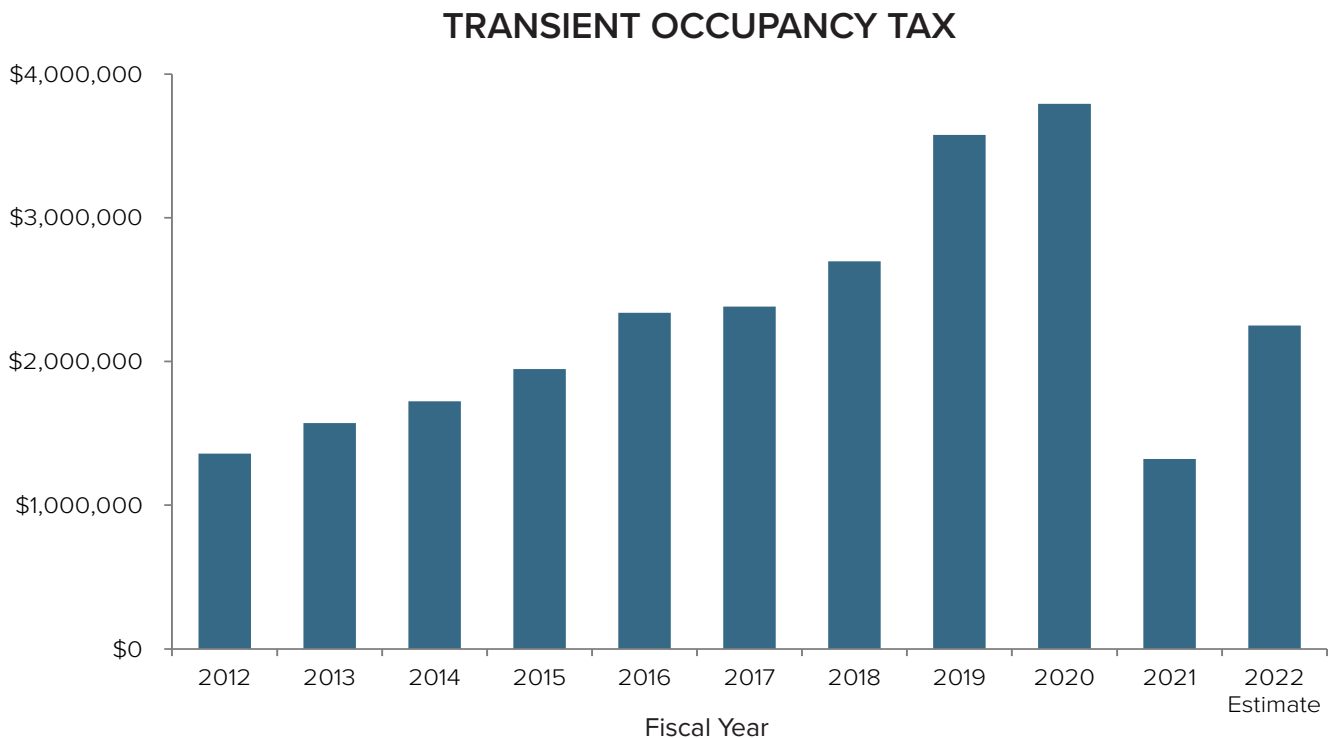
Major General Fund Tax Revenues



MAJOR GENERAL FUND TAX REVENUES: SALES TAX

This chart shows sales tax revenues trend over the last ten years, along with the fiscal year 2022 estimates. The blue bar is the 1% local sales tax, the green bar is the 0.50% Measure I sales tax passed by Belmont voters that began in April 2017, and the orange line is the trendline for the 1% local sales tax. As demonstrated by the chart, sales tax fell significantly below the trendline in fiscal year 2020, which reflected the impact of the COVID-19 pandemic and the recognition of sales tax deferrals from businesses at the onset of the pandemic. As more data became available, however, businesses who were able to have continued to make their sales tax payments instead of deferring. Sales tax in fiscal year 2021 therefore came in higher due mainly to the recognition of these sales tax payments. Through the pandemic, consumers with disposable income redirected their spending to luxury auto purchases and online spending. With Belmont's major sales tax contributors coming from the autos category, their performance have helped towards the recovery in this revenue source. Further, sales tax from internet sales have begun to be unilaterally assessed by the end of 2019 as a result of the South Dakota v. Wayfair Supreme Court decision. As restrictions ease on traveling and indoor activities, consumer behavior may likely shift from purchase of goods, which is taxable, to purchase of services, which is non-taxable. The expectation and as reflected in the long-term financial plan is for sales tax, both the 1% and Measure I, to adjust back to a sustainable recovery and growth close to the trendline.

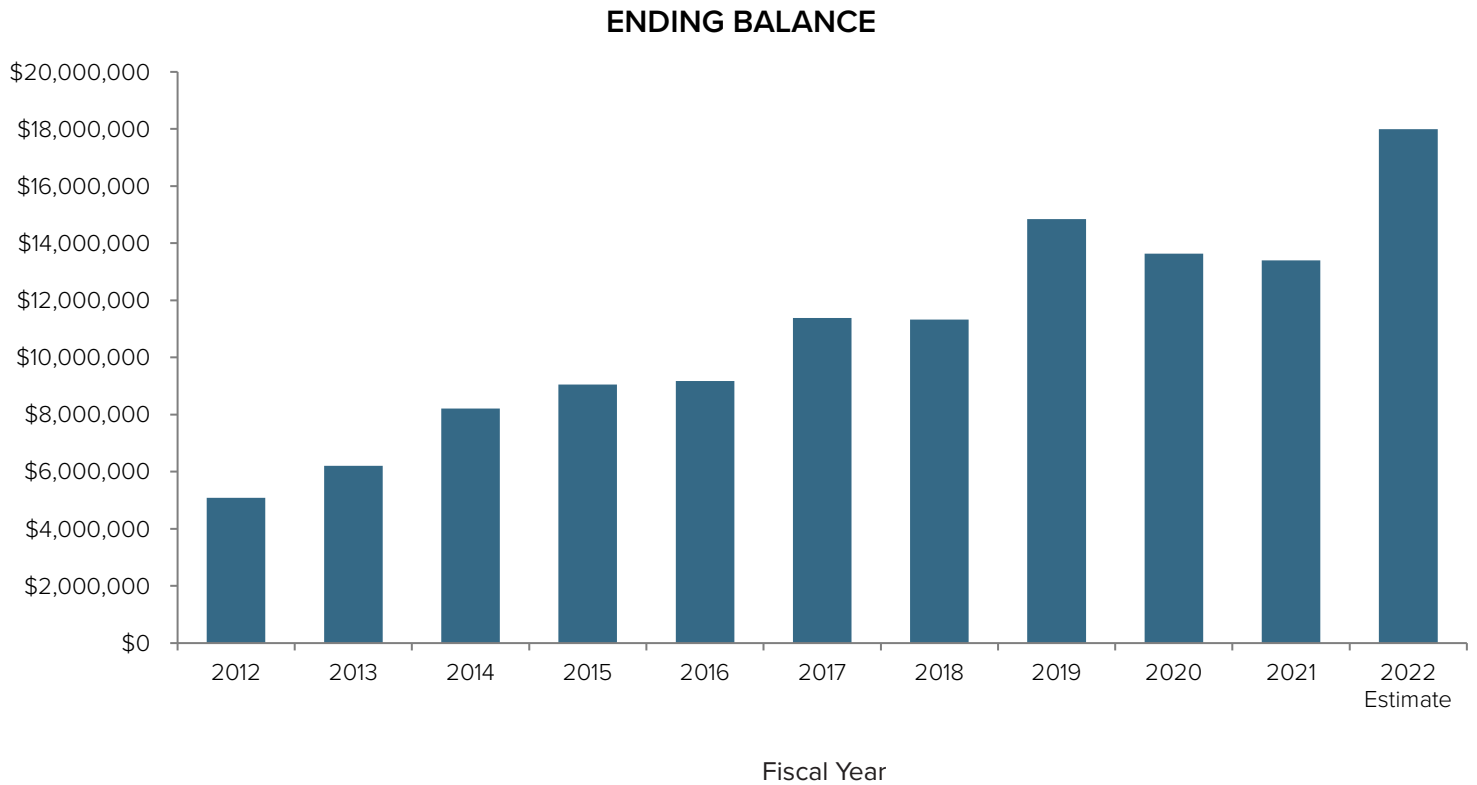
Major General Fund Tax Revenues



MAJOR GENERAL FUND TAX REVENUES: TRANSIENT OCCUPANCY TAX

Transient occupancy tax (TOT) is a tax on hotel or other short-term rental occupants whose stays are 30 consecutive nights or less. This revenue is largely dependent on the overall health of the economy. As demonstrated by this chart, revenues have been steadily increasing during an extended period of economic growth. Growth in TOT revenues was amplified in fiscal years 2019 and 2020 as two new hotels opened, which increased the overall tax base, along with the TOT tax rate increasing from 10% to 12% in January 2019. However, the COVID-19 pandemic stopped the growth abruptly, and the reactive nature of TOT to the economy was clearly demonstrated with an unprecedented drop in TOT in fiscal year 2021 as travel was restricted and occupancy rates dropped precipitously. As restrictions ease in fiscal year 2022, however, traveling, especially leisure traveling, began to come back. Business travel still lags, and is expected to recover slower. In Belmont, hotels cater mostly to business travelers, and as such, this revenue source is projected to stay low and recover slowly. The impacts on travel, especially business travel, and on the overall health of the economy will be monitored closely, and the long-term financial plan will be adjusted accordingly.

General Fund Ending Balance



GENERAL FUND ENDING BALANCE

This graph shows the ending fund balance for the General Fund over the past ten years, along with an estimated ending balance for fiscal year 2022. As evidenced by the low level of reserves in fiscal years 2012 and 2013, the Great Recession had a significant impact on the health of the General Fund. While the Great Recession officially ended by fiscal year 2009, it took several years for the fund balance to be replenished. Reserves steadily increased as the period of economic growth extended. However, the fund balance was once again threatened, with fund balances dropping in fiscal years 2020 and 2021, as major sources of General Fund revenues were impacted significantly from the COVID-19 pandemic. The fund balance is estimated to increase in fiscal year 2022, mainly due to an allocation of federal stimulus relief funding from the American Rescue Plan Act. Federal and state stimulus relief funding are helping to mitigate the impact, but the funding are only one-time, while the impact is expected to continue. In the long-term financial plan, the existing fund balance will be drawn down for service-level stability and strategic utilization for one-time needs, while long-term adjustments can be made to achieve long-term sustainability.

Citywide Employees

The following table shows Citywide permanent staffing over the past three years by department.

DEPARTMENT	FY 2020	FY 2021	FY 2022
City Attorney	1.00	1.00	1.00
City Council	5.00	5.00	5.00
City Manager	4.00	4.00	6.00
Community Development	9.00	9.00	10.00
Finance	8.00	7.00	7.50
Human Resources	2.00	3.00	3.00
Information Technology	4.00	4.00	4.00
Parks & Recreation	24.30	24.30	23.80
Police	44.00	44.00	44.00
Public Works	33.00	33.00	33.00
Total City	134.30	134.30	137.30





BUDGET OVERVIEW



Citywide Operating Budget

FUND #	FUND NAME	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
General Funds				
101	General Fund	23,665,057	21,403,361	23,885,751
General Funds Total		23,665,057	21,403,361	23,885,751
Special Revenue Funds				
205	Recreation	2,552,978	2,878,348	3,847,137
206	Library Maintenance and Operation	377,955	425,442	425,385
207	Athletic Field Maintenance	51,006	70,000	80,000
208	City Trees	48,678	39,108	73,467
210	Development Services	4,188,138	4,912,455	5,677,571
212	General Plan Maintenance	87,599	115,000	1,030,581
225	Public Safety Grants	469	2,668	5,000
227	Supplemental Law Enforcement	224,350	237,073	163,863
231	Street Maintenance	2,361,714	2,132,683	2,433,542
234	Street Improvement	60,804	61,177	85,038
275	Affordable Housing	215,889	698,131	300,774
277	Inclusionary Housing	1,000,000	-	-
Special Revenue Funds Total		11,169,580	11,572,084	14,122,358
Capital Projects Funds				
308	General Facilities	8,273	8,498	5,148
341	Planned Park	731,191	731,667	720,293
343	Open Space	29,205	17,465	27,376
Capital Projects Funds Total		768,669	757,630	752,817

Citywide Operating Budget

FUND #	FUND NAME	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Debt Service Fund				
406	Library Bond Debt Service	671,605	679,108	684,822
Debt Service Funds Total		671,605	679,108	684,822
Enterprise Funds				
501-505	Sewer Collections	9,948,746	9,400,922	9,743,910
507	Sewer Treatment Facility	6,286,621	5,948,743	4,273,963
525	Storm Drainage	2,047,874	1,907,121	1,862,834
530	Solid Waste	452,748	477,588	556,489
Enterprise Funds Total		18,735,989	17,734,373	16,437,196
City Operating Budget		55,010,900	52,146,556	55,882,944
223	Belmont Fire Protection District	11,017,747	11,653,569	12,317,615
Total Citywide Operating Budget		66,028,647	63,800,125	68,200,559
Internal Service Funds*				
570	Workers' Compensation	198,638	557,203	708,500
571	Liability Insurance	479,553	693,610	1,067,285
572	Self-Funded Vision	13,786	8,969	4,776
573	Fleet and Equipment Management	3,376,144	3,679,489	3,968,584
574	Facilities Management	1,793,552	2,072,439	2,228,636
575	Benefit Prefunding	1,652,900	1,703,079	1,311,770
Internal Service Funds Total		7,514,573	8,714,789	9,289,551

* Informational figures only. Not included in totals as they are already included in department budgets.

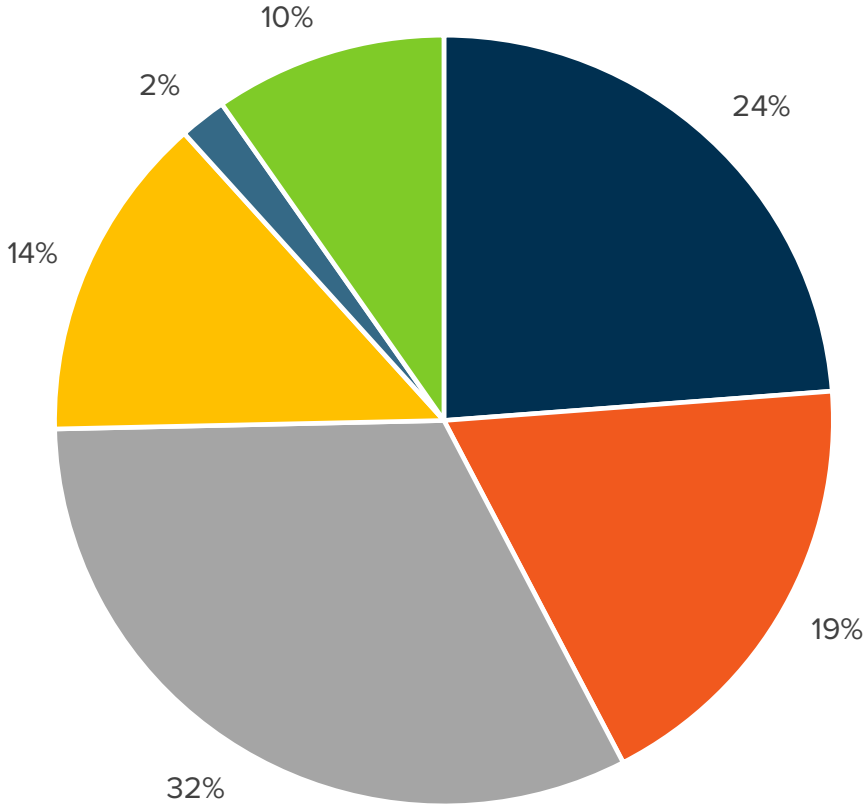
Citywide Operating Budget

CATEGORY	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
City Operating Budget			
Salaries and Wages	14,098,929	14,521,574	16,222,931
Benefits	9,075,212	8,962,097	10,708,792
Supplies and Services	11,151,472	10,781,162	13,021,122
Administrative and Other	10,993,967	8,268,199	8,004,092
Capital Outlay	5,724,453	3,050,000	1,337,382
Debt Service	3,966,867	6,563,524	6,588,625
City Operating Budget	55,010,900	52,146,556	55,882,944
Belmont Fire Protection District			
Salaries and Wages	-	-	-
Benefits	1,841,371	1,844,610	1,975,689
Supplies and Services	8,107,852	8,668,023	8,982,696
Administrative and Other	1,068,523	1,140,936	1,359,230
Belmont Fire Protection District	11,017,747	11,653,569	12,317,615
Total Citywide Operating Budget	66,028,647	63,800,125	68,200,559

Totals do not include internal services.

Citywide Operating Budget

CITYWIDE OPERATING BUDGET
FY 2023
\$68.2 MILLION



- Salaries and Wages
- Benefits
- Supplies and Services
- Administrative and Other
- Capital Outlay
- Debt Service

Citywide Sources of Funding

FUND #	FUND NAME	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
General Funds				
101	General Fund	25,502,867	28,161,298	30,962,654
102	Measure I	2,187,658	2,221,274	2,170,313
General Funds Total		27,690,525	30,382,572	33,132,967
Special Revenue Funds				
205	Recreation	1,076,074	1,757,795	2,001,641
206	Library Maintenance and Operation	307,071	304,105	304,130
207	Athletic Field Maintenance	104,114	82,555	90,566
208	City Trees	12,739	10,444	10,453
209	Senior Services Donation	410	3,208	4,128
210	Development Services	4,212,256	5,079,898	4,027,619
212	General Plan Maintenance	418,109	497,616	501,199
225	Public Safety Grants	120	48	49
227	Supplemental Law Enforcement	156,655	157,980	157,980
231	Street Maintenance	2,127,108	1,582,709	1,360,165
232	Road Maintenance & Rehabilitation Account Street Project	495,311	550,260	605,375
233	Measure W	320,544	1,212,234	551,574
234	Street Improvement	1,967,642	2,508,175	1,589,192
237	Traffic Impact	-	214,183	814,187
239	Public Art	-	395,227	316,000
275	Affordable Housing	285,231	88,578	4,291,081
277	Inclusionary Housing	118,959	122,000	793,000
Special Revenue Funds Total		11,602,343	14,567,016	17,418,339
Capital Projects Funds				
308	General Facilities	8,853	1,089	37,111
310	Infrastructure Repair	309,640	550,655	1,216,552
312	Comcast	1,252	65,678	525
341	Planned Park	40,204	43	400,044
342	Park Impact Fees	1,034,311	1,585,988	2,813,998
343	Open Space	6,770	271	276
704	Special Assessment District	1,044	437	446
Capital Projects Funds Total		1,402,073	2,204,161	4,468,952

Citywide Sources of Funding

FUND #	FUND NAME	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Debt Service Fund				
406	Library Bond Debt Service	676,008	674,060	674,060
Debt Service Funds Total		676,008	674,060	674,060
Enterprise Funds				
501-505	Sewer Collections	16,359,718	16,240,123	15,781,040
507	Sewer Treatment Facility	3,207,533	3,152,385	3,152,624
525	Storm Drainage	1,056,112	1,067,099	1,141,420
530	Solid Waste	495,782	537,978	547,524
Enterprise Funds Total		21,119,145	20,997,585	20,622,608
Internal Service Funds*				
570	Workers' Compensation	734,428	715,476	698,239
571	Liability Insurance	1,113,036	536,440	702,655
572	Self-Funded Vision	10,661	10,771	2,974
573	Fleet and Equipment Management	5,263,319	5,101,975	4,454,157
574	Facilities Management	1,544,541	1,663,074	2,198,327
575	Benefit Prefunding	1,496,993	1,315,788	1,473,113
Internal Service Funds Total		10,162,979	9,343,524	9,529,465
City Sources of Funding		62,605,555	69,111,479	76,640,250
223	Belmont Fire Protection District	13,015,966	11,935,908	14,605,876
Total Citywide Sources of Funding		75,621,520	81,047,387	91,246,126

* Internal service charges not included in totals.

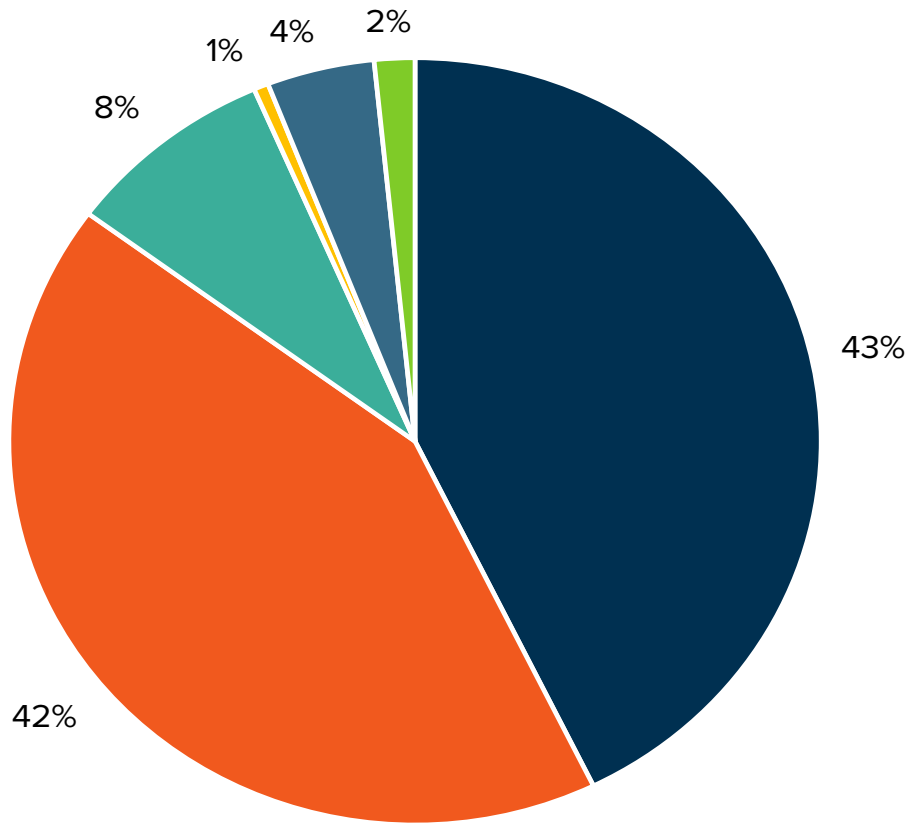
Citywide Sources of Funding

CATEGORY	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
City Sources of Funding			
Business License Tax	1,296,000	1,101,640	1,123,672
Fines and Forfeitures	170,105	162,126	165,000
Franchises	1,372,697	1,430,426	1,493,186
Intergovernmental	2,952,799	7,935,167	7,597,599
Library Special Assessment Tax	979,697	976,896	976,896
Licenses and Permits	2,125,169	2,014,779	1,858,000
Miscellaneous	1,769,477	952,378	529,614
Other Financing Sources	6,470	17,408	3,910,000
Property Tax	8,829,922	9,625,080	11,530,577
Property Transfer Tax	354,894	485,313	500,000
Sales Tax	7,379,262	7,568,916	7,559,381
Service Charges	32,996,710	33,268,813	35,132,452
Transient Occupancy Tax	1,320,865	2,251,048	2,809,508
Use of Money and Property	1,051,488	1,321,489	1,454,365
City Sources of Funding	62,605,555	69,111,479	76,640,250
Belmont Fire Protection District			
Intergovernmental	64,290	64,290	64,290
Miscellaneous	102,097	7,201	5,000
Property Tax	12,871,017	11,849,962	14,519,084
Use of Money and Property	(21,439)	14,455	17,502
Belmont Fire Protection District	13,015,966	11,935,908	14,605,876
Total Citywide Sources of Funding	75,621,520	81,047,387	91,246,126

* Internal service charges not included in totals.

Citywide Sources of Funding

CITYWIDE SOURCES OF FUNDING
FY 2023
\$91.2 MILLION



- Tax Revenues
- Fees and Charges
- Intergovernmental
- Miscellaneous
- Other Financing Sources
- Use of Money and Property

Schedule of Interfund Transfers

FUND	FY 2022 ESTIMATES		FY 2023 ADOPTED BUDGET	
	Transfer		Transfer	
	In	Out	In	Out
General Fund				
To Recreation Fund	-	1,085,000	-	1,900,000
To Development Services Fund	-	500,000	-	1,500,000
To Supplemental Law Enforcement Fund	-	80,000	-	20,000
To Street Maintenance Fund	-	500,000	-	1,000,000
Total	-	2,165,000	-	4,420,000
Measure I Fund				
To Infrastructure Repair Fund	-	1,385,864	-	-
Total	-	1,385,864	-	-
Recreation Fund				
From General Fund	1,085,000	-	1,900,000	-
Total	1,085,000	-	1,900,000	-
Development Services Fund				
From General Fund	500,000	-	1,500,000	-
Total	500,000	-	1,500,000	-
Supplemental Law Enforcement Fund				
From General Fund	80,000	-	20,000	-
Total	80,000	-	20,000	-
Street Maintenance Fund				
From General Fund	500,000	-	1,000,000	-
Total	500,000	-	1,000,000	-
Infrastructure Repair Fund				
From Measure I Fund	1,385,864	-	-	-
Total	1,385,864	-	-	-
Planned Park Fund				
From Park Impact Fees Fund	2,500,000	-	1,000,000	-
Total	2,500,000	-	1,000,000	-

Schedule of Interfund Transfers

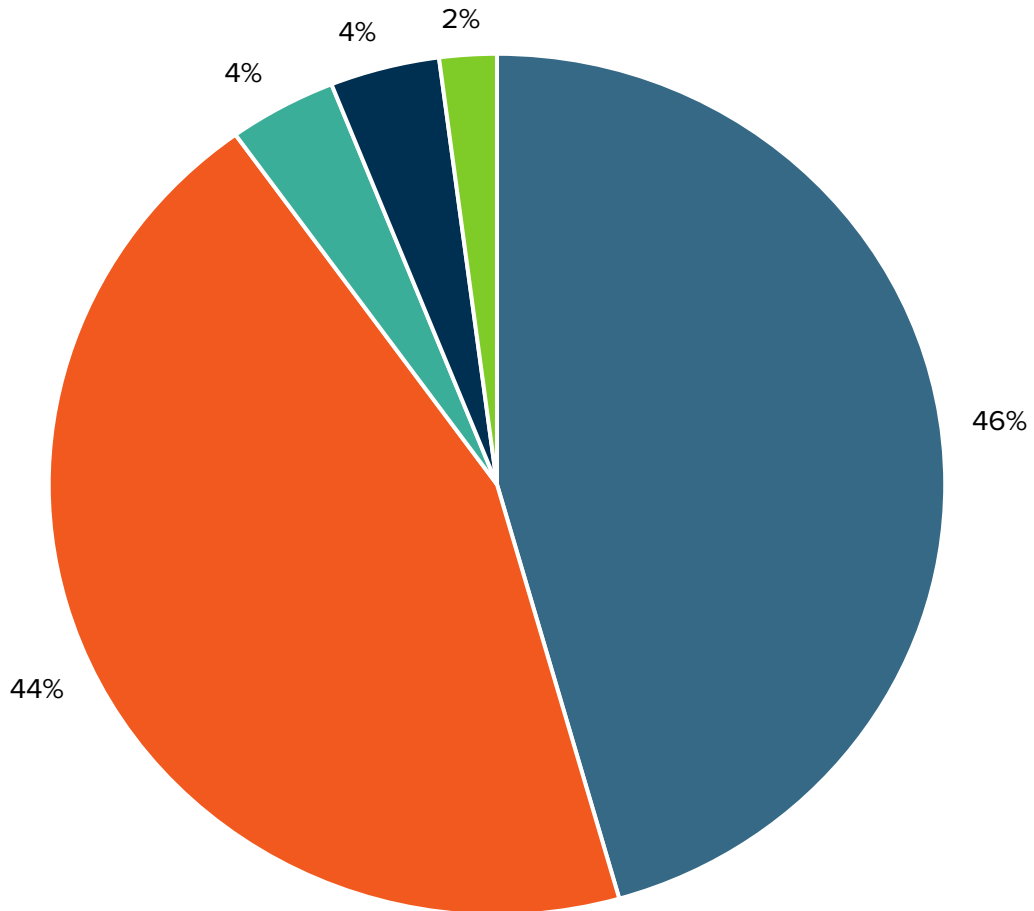
FUND	FY 2022 ESTIMATES		FY 2023 ADOPTED BUDGET	
	Transfer		Transfer	
	In	Out	In	Out
Park Impact Fees Fund				
To Planned Park Fund	-	2,500,000	-	1,000,000
Total	-	2,500,000	-	1,000,000
Sewer Collections Fund				
To Storm Drainage Fund	-	230,000	-	1,063,000
Total	-	230,000	-	1,063,000
Storm Drainage Fund				
From Sewer Collections Fund	230,000	-	1,063,000	-
Total	230,000	-	1,063,000	-
Fleet and Equipment Management Fund				
To Facilities Management Fund	-	1,000,000	-	-
Total	-	1,000,000	-	-
Facilities Management Fund				
From Fleet & Equipment Management Fund	1,000,000	-	-	-
Total	1,000,000	-	-	-
Total City Transfers	7,280,864	7,280,864	6,483,000	6,483,000

Capital Improvement Program Budget

FUND #	FUND NAME	FY 2023 ADOPTED BUDGET
General Funds		
102	Measure I	5,049,000
Special Revenue Funds		
206	Library Maintenance and Operation	295,000
207	Athletic Field Maintenance	190,000
232	Road Maintenance & Rehabilitation Account Street Project	770,000
233	Measure W	320,000
234	Street Improvement	2,287,500
Capital Projects Funds		
308	General Facilities	366,000
310	Infrastructure Repair	2,558,334
312	Comcast	120,000
341	Planned Prak	30,000
342	Park Impact Fees	160,000
343	Open Space	18,000
Enterprise Funds		
501-505	Sewer Collections	5,300,000
525	Storm Drainage	1,063,000
Internal Service Funds		
573	Fleet and Equipment Management	630,000
574	Facilities Management	100,000
Total Capital Improvement Projects Budget		19,256,834

Capital Improvement Program Budget

CAPITAL IMPROVEMENT PROGRAM
FY 2023
\$19.3 MILLION



■ Streets ■ Sewer/Storm ■ Technology ■ Recreational Facilities ■ Parks & Open Space

All Funds Budget Summary

FY 2023		BEGINNING FUND BALANCE	REVENUES
Fund #	Fund Name		
General Funds			
101	General Fund	17,991,045	30,962,654
102	Measure I	2,202,436	2,170,313
General Funds Total		20,193,481	33,132,967
Special Revenue Funds			
205	Recreation	(15,046)	2,001,641
206	Library Maintenance and Operation	841,065	304,130
207	Athletic Field Maintenance	365,062	90,566
208	City Trees	297,745	10,453
209	Senior Services Donation	89,481	4,128
210	Development Services	1,084,263	4,027,619
212	General Plan Maintenance	1,120,748	501,199
225	Public Safety Grants	32,480	49
227	Supplemental Law Enforcement	907	157,980
231	Street Maintenance	661,215	1,360,165
232	RMRA Street Project	223,697	605,375
233	Measure W	1,212,234	551,574
234	Street Improvement	875,083	1,589,192
237	Traffic Impact	214,183	814,187
239	Public Art	395,227	316,000
275	Affordable Housing	3,078,365	4,291,081
277	Inclusionary Housing	284,726	793,000
Special Revenue Funds Total		10,761,435	17,418,339
Capital Projects Funds			
308	General Facilities	722,320	37,111
310	Infrastructure Repair	3,820,532	1,216,552
312	Comcast	428,186	525
341	Planned Park	1,999,833	400,044
342	Park Impact Fees	176,108	2,813,998
343	Open Space	154,043	276
704	Special Assessment District	308,488	446
Capital Projects Funds Total		7,609,510	4,468,952

All Funds Budget Summary

INTERFUND TRANSFERS IN	INTERFUND TRANSFERS OUT	EXPENDITURES		ENDING FUND BALANCE
		Operating	CIP	
-	4,420,000	23,885,751	-	20,647,948
-	-	-	5,049,000	(676,251)
-	4,420,000	23,885,751	5,049,000	19,971,697
1,900,000	-	3,847,137	-	39,458
-	-	425,385	295,000	424,810
-	-	80,000	190,000	185,628
-	-	73,467	-	234,731
-	-	-	-	93,609
1,500,000	-	5,677,571	-	934,312
-	-	1,030,581	-	591,366
-	-	5,000	-	27,529
20,000	-	163,863	-	15,024
1,000,000	-	2,433,542	-	587,838
-	-	-	770,000	59,072
-	-	-	320,000	1,443,808
-	-	85,038	2,287,500	91,737
-	-	-	-	1,028,370
-	-	-	-	711,227
-	-	300,774	-	7,068,672
-	-	-	-	1,077,726
4,420,000	-	14,122,358	3,862,500	14,614,916
-	-	5,148	366,000	388,283
-	-	-	2,558,334	2,478,750
-	-	-	120,000	308,711
1,000,000	-	720,293	30,000	2,649,584
-	1,000,000	-	160,000	1,830,106
-	-	27,376	18,000	108,943
-	-	-	-	308,934
1,000,000	1,000,000	752,817	3,252,334	8,073,311

All Funds Budget Summary

FY 2023		BEGINNING FUND BALANCE	REVENUES
Fund #	Fund Name		Operating
Debt Service Fund			
406	Library Bond Debt Service	261,880	674,060
Debt Service Fund Total		261,880	674,060
Enterprise Funds			
501-505	Sewer Collections	23,950,680	15,781,040
507	Sewer Treatment Facility	16,588,905	3,152,624
525	Storm Drainage	2,744,828	1,141,420
530	Solid Waste	1,642,112	547,524
Enterprise Funds Total		44,926,525	20,622,608
Internal Service Funds*			
570	Workers' Compensation	1,495,322	698,239
571	Liability Insurance	3,217,656	702,655
572	Self-Funded Vision	1,802	2,974
573	Fleet and Equipment Management	6,043,280	4,454,157
574	Facilities Management	606,833	2,198,327
575	Benefit Prefunding	1,008,829	1,473,113
Internal Service Funds Total		12,373,722	9,529,465
City		83,752,831	76,640,250
223	Belmont Fire Protection District	15,593,014	14,605,876
Total Citywide		99,345,845	91,246,126

* For Internal Service Funds, internal service charges and operating expenses are not included in totals.

All Funds Budget Summary

INTERFUND TRANSFERS IN	INTERFUND TRANSFERS OUT	EXPENDITURES		ENDING FUND BALANCE
		Operating	CIP	
-	-	684,822	-	251,118
-	-	684,822	-	251,118
-	1,063,000	9,743,910	5,300,000	23,624,810
-	-	4,273,963	-	15,467,566
1,063,000	-	1,862,834	1,063,000	2,023,414
-	-	556,489	-	1,633,147
1,063,000	1,063,000	16,437,196	6,363,000	42,748,937
-	-	708,500	-	1,485,061
-	-	1,067,285	-	2,853,026
-	-	4,776	-	-
-	-	3,968,584	630,000	5,898,853
-	-	2,228,636	100,000	476,524
-	-	1,311,770	-	1,170,172
-	-	9,289,551	730,000	11,883,636
6,483,000	6,483,000	55,882,944	19,256,834	85,659,980
-	-	12,317,615	-	17,881,275
6,483,000	6,483,000	68,200,559	19,256,834	103,541,255

Permanent Full Time Equivalent (FTE) Staffing Plan

DEPARTMENT	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
City Attorney	1.00	1.00	1.00
City Council	5.00	5.00	5.00
City Manager	4.00	6.00	6.00
Community Development	9.00	10.00	11.00
Finance	7.00	7.50	7.50
Human Resources	3.00	3.00	4.00
Information Technology	4.00	4.00	5.00
Parks & Recreation	24.30	23.80	24.00
Police	44.00	44.00	44.00
Public Works	33.00	33.00	33.00
Total Personnel	134.30	137.30	140.50



A close-up photograph of a roll of paper on a machine, with a blue banner overlaid containing the text 'DEPARTMENTS'. The background is dark and out of focus, showing a row of white rectangular objects. The foreground shows a yellowish-brown cylindrical object, possibly a part of the machine.

DEPARTMENTS

Departments by Fund

The following table identifies the funding sources of each department by fund. Detailed information on the City's funds can be found in the Fund Information section of this budget document.

FUND #	FUND NAME	CITY ATTORNEY	CITY COUNCIL	CITY MANAGER	COMMUNITY DEVELOPMENT	FINANCE
General Funds						
101	General	x	x	x		x
Special Revenue Funds						
205	Recreation					
206	Library Maintenance and Operation					
207	Athletic Field Maintenance					
208	City Trees					
210	Development Services				x	
212	General Plan Maintenance				x	
223	Belmont Fire Protection District					
225	Public Safety Grants					
227	Supplemental Law Enforcement					
231	Street Maintenance					
234	Street Improvement					
275	Affordable Housing					x
277	Inclusionary Housing					x

Departments by Fund

HUMAN RESOURCES	INFORMATION TECHNOLOGY	PARKS AND RECREATION	POLICE	PUBLIC WORKS	BELMONT FIRE PROTECTION DISTRICT	NON-DEPARTMENTAL
X		X	X			
		X				
		X				
		X				
		X				
				X		
					X	
			X			
			X			
				X		
				X		

Departments by Fund

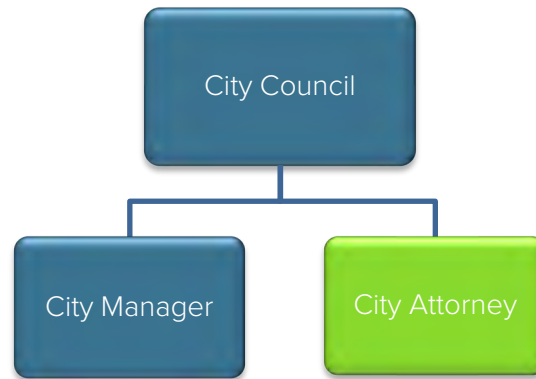
FUND #	FUND NAME	CITY ATTORNEY	CITY COUNCIL	CITY MANAGER	COMMUNITY DEVELOPMENT	FINANCE
Capital Projects Funds						
308	General Facilities					
341	Planned Park					
343	Open Space					
Debt Service Fund						
406	Library Bond Debt Service					
Enterprise Funds						
501-505	Sewer Collections					
507	Sewer Treatment Facility					
525	Storm Drainage					
530	Solid Waste					
Internal Service Funds						
570	Workers' Compensation					
571	Liability Insurance					
572	Self-Funded Vision					
573	Fleet & Equipment Management					
574	Facilities Management					
575	Benefit Prefunding					

Departments by Fund

HUMAN RESOURCES	INFORMATION TECHNOLOGY	PARKS AND RECREATION	POLICE	PUBLIC WORKS	BELMONT FIRE PROTECTION DISTRICT	NON-DEPARTMENTAL
		X				
		X				X
		X				
						X
				X		X
				X		X
				X		X
		X		X		X
						X
						X
						X
	X			X		X
		X				X
						X



CITY ATTORNEY



DEPARTMENTAL RESPONSIBILITY

The City Attorney's Office provides legal counsel and services to the City Council, its Commissions and the City departments.

SERVICES AND STRUCTURE

The City Attorney serves as chief legal counsel and is responsible for administration of all legal affairs of the City, its boards and commissions, the Belmont Fire Protection District, and the Successor Agency to the Former Redevelopment Agency. The City Attorney's Office is responsible for:

- Providing legal advice and opinions to City Council, City officials, City staff, the Successor Agency, City Boards and Commissions
- Overseeing all work done by outside counsel on behalf of the City
- Drafting and reviewing leases, ordinances, deeds, bonds, resolutions, contracts, and other legal documents
- Representing the City in litigation, administrative hearings, and other legal matters

SUMMARY

FY 2023

Personnel Count	1.00
Total Budget	\$624,000
Funding source(s)	General Fund

HIGHLIGHTS AND INITIATIVES

- Supported City Manager recruitment; drafted employment agreement
- Advice with process and completion of payroll system transition.
- Completion of development agreements for Firehouse Square and Artisan Crossings
- Assisting with drafting of development agreement for fire station property acquisition
- Advice and assistance with drafting firearms safe storage ordinance.
- Advice and support in response to COVID-19 including: Emergency Proclamation and Orders for public property, Open Meeting Law procedure, COVID-19 related leave, compliance with Executive and Health Officer orders
- Assisting Community Development with update of design review entitlement process and standards.

City Attorney

FINANCIALS	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Expenditures by Category				
Personnel	433,188	429,994	502,732	446,517
Supplies and Services	64,878	79,954	126,233	129,279
Administrative and Other	243,111	322,460	50,579	48,207
Total Expenditures	741,178	832,408	679,544	624,003
Expenditures by Division				
City Attorney	741,178	832,408	679,544	624,003
Total Expenditures	741,178	832,408	679,544	624,003
Expenditures by Fund				
General Fund	741,178	832,408	679,544	624,003
Total Expenditures	741,178	832,408	679,544	624,003

Administrative and Other included internal charges to cover the cost of citywide administration between General Fund service departments, resulting in an expenditure in one General Fund service department with the same amount of revenue in another General Fund service department. As there is no net impact to the General Fund, these charges are eliminated beginning FY 2022.

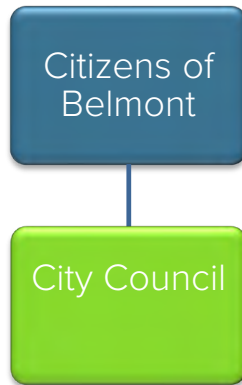
PERSONNEL	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
City Attorney	1.00	1.00	1.00	1.00
Total Personnel	1.00	1.00	1.00	1.00



220

COUNCIL
CONFERENCE ROOM

CITY COUNCIL



DEPARTMENTAL RESPONSIBILITY

The City Council has the responsibility for setting all municipal policies not designated by state legislation, such as adopting ordinances and resolutions, and approving the City budget.

SUMMARY

FY 2023

Personnel Count	5.00
Total Budget	\$217,000
Funding source(s)	General Fund

SERVICES AND STRUCTURE

The City Council serves as the legislative branch of City government and approves direction, policies and regulations that govern the operations of the City. The City Council appoints residents to serve on various boards, commissions, and committees, and City Council members may serve as City representatives on regional boards and JPAs.

HIGHLIGHTS AND INITIATIVES

Top Council Strategic Focus Areas for this Fiscal Year include the following:

1. Infrastructure & Mobility
2. Economic Development & Housing
3. Fiscal & Organizational Sustainability
4. Public Safety
5. Quality of Life



City Council

FINANCIALS	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Expenditures by Category				
Personnel	86,531	77,449	75,958	76,887
Supplies and Services	68,806	60,580	67,255	72,477
Administrative and Other	472,076	550,837	71,048	67,727
Total Expenditures	627,414	688,867	214,261	217,091
Expenditures by Division				
City Council	627,414	688,867	214,261	217,091
Total Expenditures	627,414	688,867	214,261	217,091
Expenditures by Fund				
General Fund	627,414	688,867	214,261	217,091
Total Expenditures	627,414	688,867	214,261	217,091

Administrative and Other included internal charges to cover the cost of citywide administration between General Fund service departments, resulting in an expenditure in one General Fund service department with the same amount of revenue in another General Fund service department. As there is no net impact to the General Fund, these charges are eliminated beginning FY 2022.

PERSONNEL	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
City Council Member	5.00	5.00	5.00	5.00
Total Personnel	5.00	5.00	5.00	5.00



Julia Mates

Mayor



Tom McCune

Wice Mayor



Wayne Lubman



David Lee



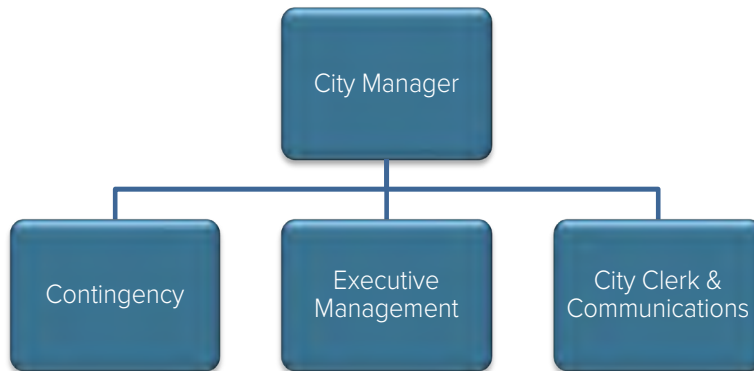
Sarah

Belmont City Council



CITY MANAGER'S OFFICE

City Manager's Office



DEPARTMENTAL RESPONSIBILITY

The City Manager's Office provides comprehensive direction to all City departments, as well as coordination and administration of city activities, finances and personnel to attain effective and efficient municipal services. In addition, this Department also provides information to the City Council, staff and citizens, assists with elections, and keeps official records of City Council actions and City business.

SERVICES AND STRUCTURE

The office of City Manager is dedicated to continuous improvement and administrative leadership, City operations, policy development and managing legislative affairs, and provides general management of public communication and engagement.

Contingency

The Contingency Fund is a recurring appropriation for contingencies. The use of these funds is covered by a policy included as part of this budget. This account requires Council authority to spend.

Executive Management

The purpose of this Fund is to ensure effective and efficient delivery of City services and to guide

SUMMARY	FY 2023
Personnel Count	6.00
Total Budget	\$2.2 million
Funding source(s)	General Fund

municipal operations in accordance with City Council policies and adopted Council Priorities.

City Clerk and Communication Services

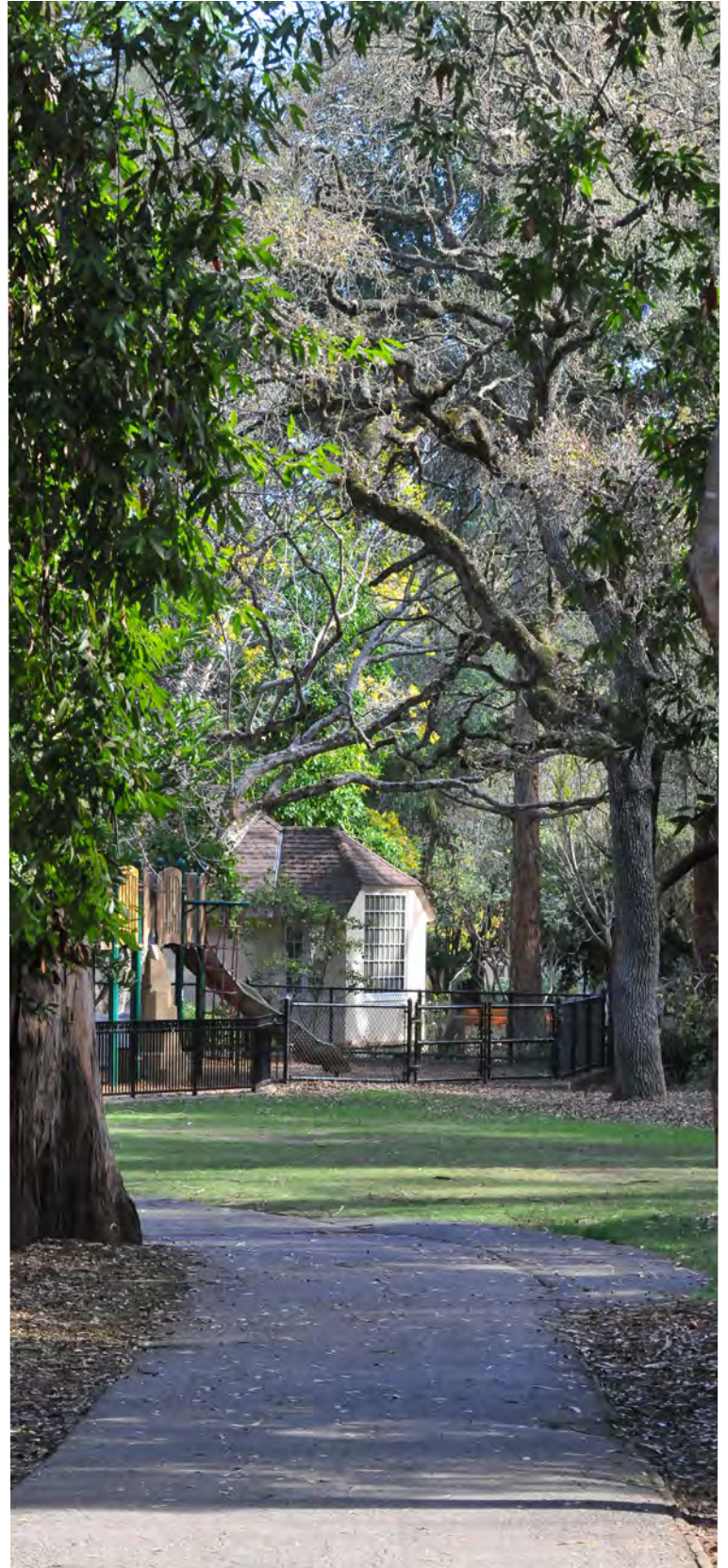
The City Clerk's Office ensures open and transparent access through services including: records-related services, creating agendas and conducting all public meetings, preserving the actions of the City Council, safeguarding vital, historic and permanent City records, providing information and support to the City Council, City staff and the public in a timely, courteous and fiscally responsible manner, and facilitating regular and special general municipal elections.

The goal of the City's communication engagement program is to ensure two-way communication with internal and external audiences about City issues and services, leading to a more responsive and transparent government.

City Manager's Office

HIGHLIGHTS AND INITIATIVES

- The basic contingency allocation is \$250,000
- Provide strategic leadership, visioning and planning;
- Manage and support overall organizational performance;
- Maintain the financial stability of the organization;
- Ensure policy direction is implemented as intended;
- Promote efficient and effective customer service.
- Prioritize communications and community engagement to ensure the community understands the work of the City and meeting its needs.
- Collaborate with the IT Dept to refine the automated agenda system and electronic documents management program
- Continue refinement of procedures for records destruction and records management systems
- Ongoing digitizing of City's legacy documents for public access/transparency
- Work with City Attorney and Community Development to merge the Zoning Code with the existing electronic, searchable Municipal Code, making zoning regulations easily available to the public
- Respond to Council, citizen and staff requests for information, and management of state-mandated filings
- Oversee the election process of any ballot initiative that might be placed on the ballot by the City Council or through any referendum submitted by the voters
- Facilitates the City's legislative platform with focus on protecting local government control, continuing to improve public safety, maintain local government revenue, obtain funding for environmental sustainability, transportation, recreational, technology and infrastructure improvements and find ways to work collaboratively with federal, state and local partners to further the City's ability to achieve its strategic goals





City Manager's Office

METRICS

Communications

Citywide City Manager's Weekly Update or General news subscribers

Citywide City Council Agenda subscribers

Citywide Parks & Recreation Commission Agenda subscribers

Percent of Belmont households who are Nextdoor members

City of Belmont Facebook page followers

City Manager's Office

TYPE	CITY COUNCIL PRIORITY	FY 2020 RESULTS	FY 2021 RESULTS
Performance	Community Engagement and Transparency	1,744	9,263
Performance	Community Engagement and Transparency	937	1,160
Performance	Community Engagement and Transparency	716	1,147
Performance	Community Engagement and Transparency	64%	54%
Performance	Community Engagement and Transparency	1,178	1,300

City Manager's Office

FINANCIALS	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Expenditures by Category				
Personnel	733,032	790,672	826,312	1,343,009
Supplies and Services	77,898	160,774	320,967	605,703
Administrative and Other	384,817	484,142	250,944	246,046
Total Expenditures	1,195,747	1,435,588	1,398,223	2,194,759
Expenditures by Division				
City Clerk	365,913	406,210	259,105	524,922 ¹
Contingency	-	-	5,000	250,000
Elections	-	35,334	78,435	99,000
Executive Management	829,834	994,044	1,055,683	1,320,836
Total Expenditures	1,195,747	1,435,588	1,398,223	2,194,759
Expenditures by Fund				
General Fund	1,195,747	1,435,588	1,398,223	2,194,759
Total Expenditures	1,195,747	1,435,588	1,398,223	2,194,759

Administrative and Other included internal charges to cover the cost of citywide administration between General Fund service departments, resulting in an expenditure in one General Fund service department with the same amount of revenue in another General Fund service department. As there is no net impact to the General Fund, these charges are eliminated beginning FY 2022.

¹ In FY 2022, a portion of the expenditures is shifted from City Clerk to Executive Management to reflect divisional demands and structure.

PERSONNEL	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	-	-	1.00	1.00
Benefits Administrator/Payroll Supervisor ²	-	-	1.00	1.00
City Clerk/Communications Coordinator	1.00	1.00	1.00	1.00
Executive Assistant to City Manager	1.00	1.00	1.00	1.00
Public Engagement Officer	1.00	1.00	1.00	1.00
Total Personnel	4.00	4.00	6.00	6.00

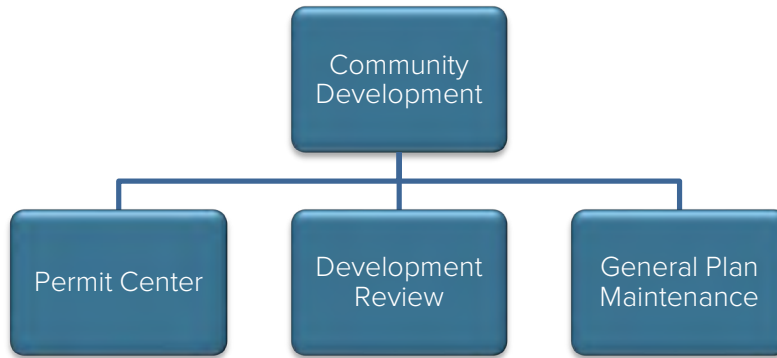
² The position is included in the City Manager's departmental budget as a placeholder for FY 2022 until an appropriate department is identified as part of the overall organizational structure.





COMMUNITY DEVELOPMENT

Community Development



DEPARTMENTAL RESPONSIBILITY

The Community Development Department develops, administers and enforces ordinances, building codes and standards relating to the community's present and future development and construction; and provides resources to implement the goals, policies and objectives, as outlined in the City's 2035 General Plan, Belmont Village Specific Plan, Climate Action Plan and other area plans.

SERVICES AND STRUCTURE

Permit Center

The Permit Center provides assistance to the public in the processing of Building, Planning, Public Works, and Fire applications. At one single location, information is disseminated regarding land use, development, permitting, inspections, and business licenses. The Permit Center staff strives to assist the applicant with the various processes with the highest degree of customer service.

Development Review

Development Review regulates land use in order to meet community values and environmental standards.

SUMMARY

FY 2023

Personnel Count	11.00
Total Budget	\$4.7 million
Funding source(s)	Development Services General Plan Maintenance

General Plan Maintenance

The General Plan Maintenance Division serves to update and maintain the City's General Plan and associated policy documents, including preparation.



Community Development

HIGHLIGHTS AND INITIATIVES

- Permitting for Building, Public Works, and Fire activities
- Processing applications for Planning entitlements
- Plan review by Building, Planning, Public Works, and Fire
- Business license processing and inspections
- Public information
- Pre-application consultations and pre-construction meetings
- Encourage public participation through outreach and hearings
- Prepare reports & recommendations, including conditions of approval
- Prepare records of decision & related notices to implement policy actions
- Manage high-level complex Development Review projects
- Prepare Energy Reach and Electric Vehicle (EV) Infrastructure Codes
- Prepare Zoning Designation Amendments for Cannabis Retail/Distribution Uses
- ▶ Implementation of Adopted:
 - ▶ 2035 General Plan (GP)
 - ▶ Belmont Village Specific Plan (BVSP)
 - ▶ Climate Action Plan (CAP)
 - ▶ Placemaking Objectives and Initiatives
 - ▶ Zoning Text Amendments to Comply with State Housing Legislation
 - ▶ Wireless Regulations
- ▶ = Council Strategic Focus Area Initiative





400

Community Development

METRICS

Permits Issued:

Accessory Dwelling Unit (ADU)

Tier 2 Single Family Residential

Tier 3 Single Family Residential

Solar (Photovoltaic) Systems

Electric Vehicle Charging Panels

Plumbing

Electrical

Total Number of Building Permits (All categories & types combined - Residential, Commercial, Industrial, etc.)

Community Development

TYPE	STRATEGIC FOCUS AREA	FY 2020 RESULTS	FY 2021 RESULTS
Workload	Economic Development & Housing	8	12
Workload	Economic Development & Housing	12	9
Workload	Economic Development & Housing	14	4
Workload	Economic Development & Housing	161	200
Workload	Economic Development & Housing	12	17
Workload	Economic Development & Housing	139	166
Workload	Economic Development & Housing	81	112
Workload	Economic Development & Housing	1,412	1,603

Community Development

FINANCIALS	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Expenditures by Category				
Personnel	1,744,215	1,919,380	1,981,461	2,284,522
Supplies and Services	424,606	385,481	698,262	1,724,265
Administrative and Other	835,857	839,117	831,831	733,441
Total Expenditures	3,004,677	3,143,978	3,511,554	4,742,227
Expenditures by Division				
Development Review	1,368,937	1,579,948	1,697,506	1,850,351
General Plan Maintenance	154,070	87,599	115,000	1,030,581
Permit Center	1,481,671	1,476,431	1,699,048	1,861,296
Total Expenditures	3,004,677	3,143,978	3,511,554	4,742,227
Expenditures by Fund				
Development Services	2,850,608	3,056,379	3,396,554	3,711,646
General Plan Maintenance	154,070	87,599	115,000	1,030,581
Total Expenditures	3,004,677	3,143,978	3,511,554	4,742,227

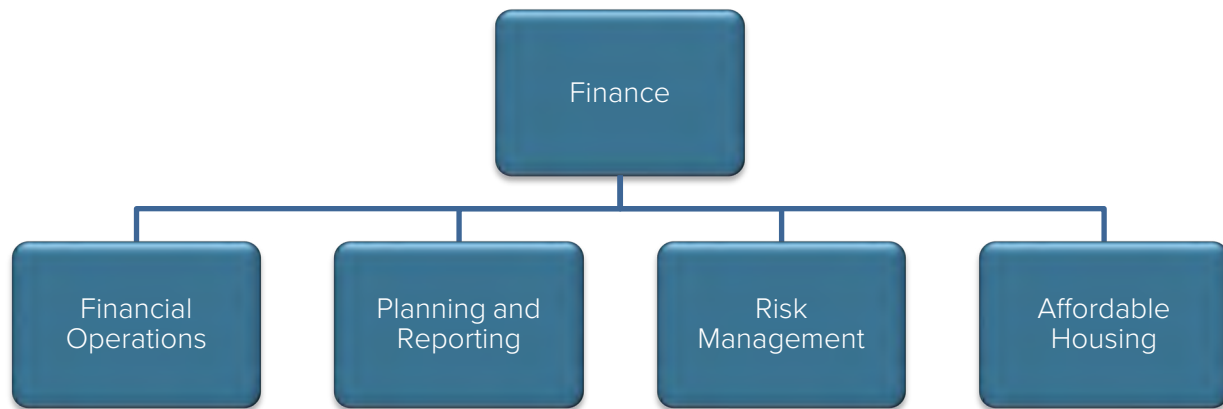
PERSONNEL	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Planning and Community Development Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Assistant Planner	1.00	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00	1.00
Building Inspector I/II	1.00	1.00	1.00	1.00
Building Official	1.00	1.00	1.00	1.00
Office Assistant I/II	-	-	1.00	1.00
Permit Technician	1.00	1.00	1.00	1.00
Principal Planner	1.00	1.00	1.00	2.00
Senior Planner	1.00	1.00	1.00	1.00
Total Personnel	9.00	9.00	10.00	11.00



320

FINANCE

FINANCE



DEPARTMENTAL RESPONSIBILITY

The Finance Department supports the delivery of City services by managing financial resources in a thorough, responsive, and accurate way that safeguards assets, promotes a system of internal controls, complies with laws and regulations, and maintains public trust.

SERVICES AND STRUCTURE

Major services under the Finance Department’s responsibility include Financial Operations, Financial Planning and Reporting, Risk Management, and Housing.

Financial Operations

The Financial Operations division ensures that sufficient funds are available to meet the obligations of the City. This includes managing the City’s cash and investments to ensure cash requirements are met and return on invested funds is in compliance with the City’s investment policy, administering the business license tax program, monitoring and enforcing collections of other revenue sources, and coordinating the annual update of the Master Fee Schedule.

SUMMARY	FY 2023
Personnel Count	7.50
Total Budget	\$3 million
Funding source(s)	General Fund Affordable Housing Inclusionary Housing

Financial Planning and Reporting

The Financial Planning and Reporting division enables informed decision-making by applying Generally Accepted Accounting Procedures (GAAP), analyzing alternatives, reporting results, and projecting information in a manner that facilitates fiscal stewardship and achieves long-term financial sustainability.

Risk Management

The Risk Management division serves to minimize the City’s financial losses from liability exposure, property damage, and other casualties. This includes working with the City Attorney to identify better ways to manage risk through improved contractual agreements.

Finance

Affordable Housing

Activities of the City in its capacity as the Housing Successor to the former Redevelopment Agency (RDA) are accounted for under the Affordable Housing Fund. The affordable housing assets of the former RDA were transferred to the Housing Successor, including several real property assets. This fund also supports development and implementation of affordable housing policies and programs as directed by the City Council to further the City's housing priority.

Activities for residential and non-residential housing mitigation fees and their expenditures, pursuant to the Mitigation Fee Act, are accounted for in the Inclusionary Housing Fund. Housing mitigation fees are used to increase and preserve the supply of housing to households of extremely low, very low, low, and moderate incomes.

HIGHLIGHTS AND INITIATIVES

- ▶ The Department received the highest recognition from GFOA for outstanding financial reporting.
 - ▶ The Department received the Distinguished Budget Presentation Award and the Operating Budget Excellence Award for the FY 2023 Budget for the first time in the City's history.
 - ▶ Refinanced the 2009A Sewer Revenue Bonds and achieved savings of \$3.5 million in debt services, mitigating increases to the Sewer Treatment Facility Charges.
 - The City is in full compliance with its debt covenants.
 - Worked diligently with the workers' compensation third party administrator to actively manage and close claims in effort to control losses.
- ▶ Support the City's efforts to address deferred maintenance and development of long-term capital financing alternatives.
 - ▶ Support Measure I Advisory Committee
 - ▶ Advanced Economic Development Implementation Strategy, including enhanced business communications, Downtown Revitalization and General/Specific Plan Implementation, and Infrastructure financing continue to be advanced.
 - Schedule preparation of bi-annual Other Post-Employments Benefits (OPEB) actuarial analysis as required by GASB 75.

Affordable Housing Highlights

- ▶ General Plan Housing Element Update: Prepared complete Draft Housing Element and Environmental Impact Report
- ▶ As of December 31, 2021 the City has issued building permits for 508 new housing units during the current planning cycle, exceeding our regional housing needs allocation of 468 units.
- ▶ Advanced negotiations and entitlements for two 100% affordable housing projects that will create 162 new affordable housing units.
- Provided financial support to local housing service providers Human Investment Project (HIP) Housing, HEART (Housing Endowment and Regional Trust), and Homeless Outreach Team SMC.



▶ = Council Strategic Focus Area Initiative

SPRINGHILL SUITES M

Clearance 13'2"



Finance

METRICS

Financial Reporting

The City's annual financial statements receive an unmodified opinion from the external auditors

The City's Comprehensive Annual Financial Report receives the Government Finance Officers Association Award for Excellence

City's Comprehensive Annual Financial Report is approved by Council by December 31st

Accounts Payable

Number of invoices paid

Number of new credit cards issued

Number of Purchase Orders issued

Number of change orders processed in Purchasing

Revenues & Expenditures

Percentage variance between final estimated revenues and actual revenues for major General Fund taxes

Percentage variance between final estimated budget and actual General Fund expenditures*

*The final estimated revenues included \$3.2 million allocation of COVID-19 Federal Relief Funding that got recognized in FY 2022.

TYPE	STRATEGIC FOCUS AREA	FY 2020 RESULTS	FY 2021 RESULTS
Performance	Fiscal & Organizational Sustainability	Yes	Yes
Performance	Fiscal & Organizational Sustainability	Yes	Yes
Performance	Fiscal & Organizational Sustainability	Yes	Yes
Workload	Fiscal & Organizational Sustainability	8,597	6,231
Workload	Fiscal & Organizational Sustainability	1	7
Workload	Fiscal & Organizational Sustainability	108	66
Workload	Fiscal & Organizational Sustainability	5	0
Performance	Fiscal & Organizational Sustainability	2%	10%*
Performance	Fiscal & Organizational Sustainability	1%	4%

Finance

FINANCIALS	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Expenditures by Category				
Personnel	1,582,639	1,585,421	1,200,084	1,665,212
Supplies and Services	1,248,704	1,854,383	1,413,982	1,044,806
Administrative and Other	512,480	582,713	340,602	349,852
Total Expenditures	3,343,823	4,022,516	2,954,667	3,059,870
Expenditures by Division				
Financial Operations	1,902,822	1,739,183	1,460,870	1,668,132
Financial Planning and Reporting	739,208	845,414	645,566	913,436
Housing	468,573	1,215,889	698,131	300,774
Risk Management Services	233,220	222,031	150,101	177,528
Total Expenditures	3,343,823	4,022,516	2,954,667	3,059,870
Expenditures by Fund				
General Fund	2,875,250	2,806,627	2,256,536	2,759,096
Affordable Housing	468,573	215,889	698,131	300,774
Inclusionary Housing	-	1,000,000	-	-
Total Expenditures	3,343,823	4,022,516	2,954,667	3,059,870

Administrative and Other included internal charges to cover the cost of citywide administration between General Fund service departments, resulting in an expenditure in one General Fund service department with the same amount of revenue in another General Fund service department. As there is no net impact to the General Fund, these charges are eliminated beginning FY 2022.

PERSONNEL	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Finance Director	1.00	1.00	1.00	1.00
Accountant I/II/III	1.00	1.00	1.00	1.00
Accounting Services Supervisor	1.00	-	-	-
Accounting Technician I/II/III	1.00	-	-	-
Deputy Finance Director	1.00	1.00	1.00	1.00
Finance Manager	2.00	2.00	2.00	2.00
Managment Analyst I/II	1.00	2.00	2.50	2.50
Total Personnel	8.00	7.00	7.50	7.50

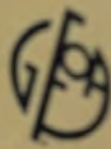
2012

2013

2014

2015

2016



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Certificate of Achievement
for Excellence
in Financial Reporting

Presented to

City of Belmont
California

Jeffrey A. Chan
Executive Director / CEO

2017

2018

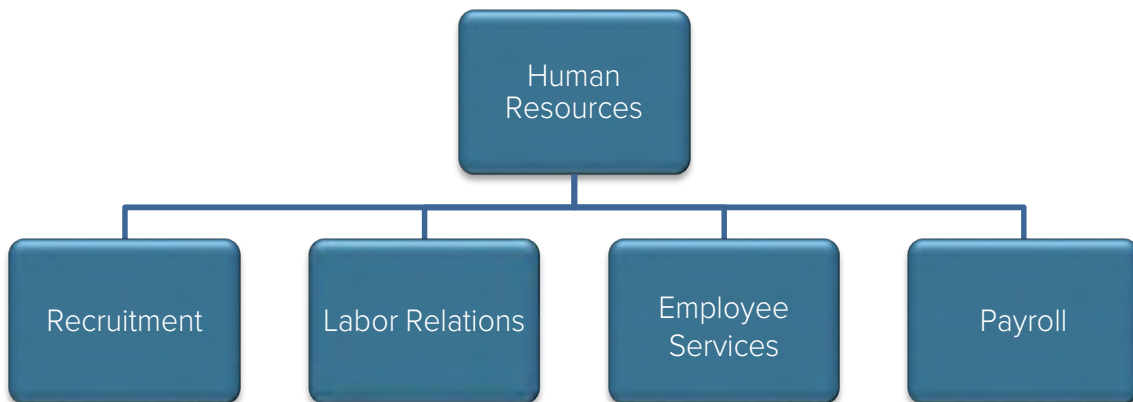
2019

2020



HUMAN RESOURCES

Human Resources



DEPARTMENTAL RESPONSIBILITY

The Human Resources Department provides personnel support services to the City of Belmont. Its functions include recruitment, professional development, payroll, labor law compliance, compensation management, and employee development.

SERVICES AND STRUCTURE

The Human Resources Department collaborates with operating departments on the City's talent acquisition and organizational development/training; workforce and succession planning; performance management; corrective action; grievance management; labor contract negotiations; labor law compliance; workers' compensation administration; safety compliance; labor & employee relations; employee recognition; and employee wellness.

The Department administers benefits; handles classification and compensation; responds to discrimination & harassment complaints; conducts/coordinates investigation (s); and consults with/makes recommendations to management and employees on a variety of organizational issues. On July 1, 2020, the Payroll division was added to the Department.

SUMMARY

FY 2023

Personnel Count	4.00
Total Budget	\$1.2 million
Funding source(s)	General Fund

HIGHLIGHTS AND INITIATIVES

- Central contact for employee related Covid-19 issues, making employee health and safety of utmost importance
- Successful internships in a Covid-19 environment (Community Dev. & Human Resources depts.)
- Recruitments for key City positions
- Successful negotiations with the Belmont Police Officer's Association (BPOA) and the American Federation of State County Municipal Employees (AFSCME) for successor MOUs
- Succession planning efforts in collaboration with operating departments an ongoing priority

Human Resources

METRICS

Human Resources Division

Number of full-time new hires onboarded

Number of non-full-time new hires

Number of examinations conducted for full-time vacancies

Number of requests for leave of absence (*FMLA/PDL requested and approved)

Number of unemployment claims received/processed

Number of workers' compensation claims received/processed

Number of employee wellness sessions offered

Number of training sessions offered to employees

Number of acting assignment letters

Labor contracts extended

Number of grievances filed/resolved

Number of citywide employee recognition events

Number of employee benefit enrollments

Number of inquiries related to COVID-19 workplace regulations/safety

Payroll Division

Number of employee paychecks issued

Dollar amount expended for employee payroll (largest recurring expenditure for the City)

Number of W-2s issued

Number of Quarterly Tax Reports Remitted

Dollar amount of tax payments (State PIT & SDI; federal paid by ADP)

Preparation and issuance of State Controller's Compensation Report**

Number of hours to resolve ADP payroll set-up issues

Number of terminations/separations of employees

Number of new hires processed

* FMLA: Family and Medical Leave Act; PDL: Prepregnancy Disability Leave

**First time the HR Department was asked to prepare and issue the City's State Controller's Report

Human Resources

TYPE	STRATEGIC FOCUS AREA	FY 2020 RESULTS	FY 2021 RESULTS
Workload	Fiscal & Organizational Sustainability	-	12
Workload	Fiscal & Organizational Sustainability	-	31
Workload	Fiscal & Organizational Sustainability	-	12
Workload	Fiscal & Organizational Sustainability	-	6
Workload	Fiscal & Organizational Sustainability	-	4
Workload	Fiscal & Organizational Sustainability	-	7
Workload	Fiscal & Organizational Sustainability	-	6
Workload	Fiscal & Organizational Sustainability	-	42
Workload	Fiscal & Organizational Sustainability	-	3
Workload	Fiscal & Organizational Sustainability	-	1
Workload	Fiscal & Organizational Sustainability	-	1
Workload	Fiscal & Organizational Sustainability	-	2
Workload	Fiscal & Organizational Sustainability	-	12
Workload	Fiscal & Organizational Sustainability	-	75
Workload	Fiscal & Organizational Sustainability	-	4,260
Workload	Fiscal & Organizational Sustainability	-	\$15.6M
Workload	Fiscal & Organizational Sustainability	-	160
Workload	Fiscal & Organizational Sustainability	-	4
Workload	Fiscal & Organizational Sustainability	-	\$922,754
Workload	Fiscal & Organizational Sustainability	-	1
Workload	Fiscal & Organizational Sustainability	-	100+
Workload	Fiscal & Organizational Sustainability	-	35
Workload	Fiscal & Organizational Sustainability	-	12

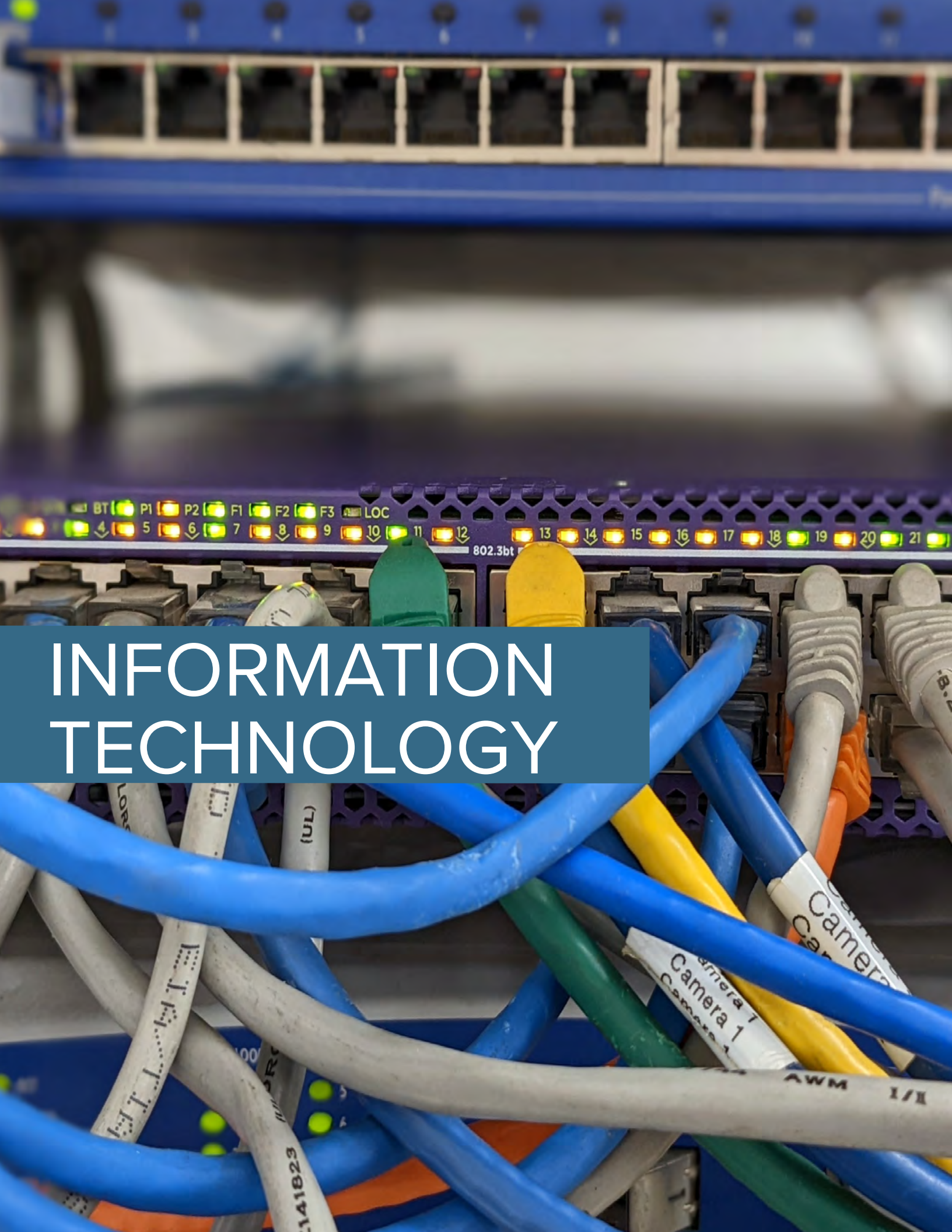
Human Resources

FINANCIALS	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Expenditures by Category				
Personnel	534,214	791,864	898,010	891,915
Supplies and Services	107,573	128,695	173,549	195,688
Administrative and Other	170,524	210,091	102,176	130,700
Total Expenditures	812,311	1,130,650	1,173,735	1,218,303
Expenditures by Division				
Human Resources	812,311	1,130,650	1,173,735	1,218,303
Total Expenditures	812,311	1,130,650	1,173,735	1,218,303
Expenditures by Fund				
General Fund	812,311	1,130,650	1,173,735	1,218,303
Total Expenditures	812,311	1,130,650	1,173,735	1,218,303

Administrative and Other included internal charges to cover the cost of citywide administration between General Fund service departments, resulting in an expenditure in one General Fund service department with the same amount of revenue in another General Fund service department. As there is no net impact to the General Fund, these charges are eliminated beginning FY 2022.

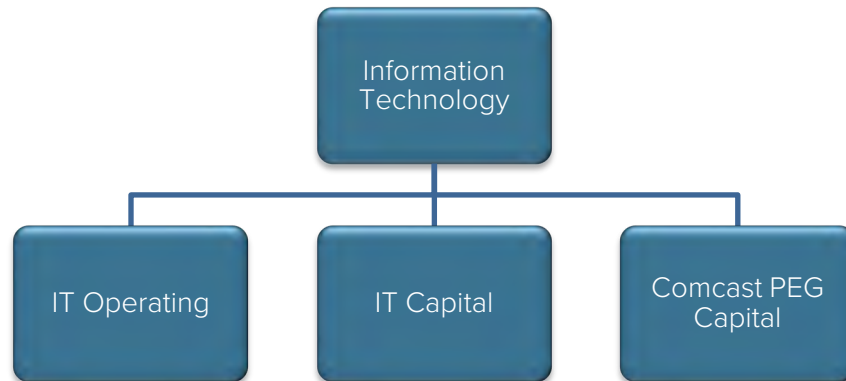
PERSONNEL	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Human Resources Director	1.00	1.00	1.00	1.00
Accounting Technician I/II/III	-	1.00	1.00	1.00
Management Analyst I/II	1.00	1.00	1.00	2.00
Total Personnel	2.00	3.00	3.00	4.00





INFORMATION TECHNOLOGY

Information Technology



DEPARTMENTAL RESPONSIBILITY

The Information Technology Department works collaboratively with all City departments to deliver the highest quality IT services, infrastructure and technology consulting possible. IT ensures the technologies that are being utilized serves business needs, helps staff to be effective and efficient and can be maintained long-term.

SERVICES AND STRUCTURE

IT Operating

The Information Technology Department enhances productivity and efficiency through the timely implementation of cost-effective technologies that meet goals defined by the City Council and City staff.

IT Capital

The Information Technology Department continues implementation of the most current Technology Plan adopted by City Council.

Comcast PEG Capital

The Comcast PEG Capital fund provides the ability for City Hall to broadcast events to Pen TV, the City's Public Education Government Channel.

SUMMARY

FY 2023

Personnel Count	5.00
Total Budget	\$2.5 million
Funding source(s)	Fleet and Equipment Management

HIGHLIGHTS AND INITIATIVES

- Network infrastructure hardware upgrade
- Continued TeleCommute support and services expansion
- Increased cybersecurity measures to reduce infiltration success
- Video surveillance equipment expansion
- PC replacement program resumption
- GIS Health Check
- Added constituency updates delivery mechanism
- Campus WiFi upgrade and expansion

Information Technology

METRICS

Number of technology support calls responded to - Access

Number of technology support calls responded to - Applications

Number of technology support calls responded to - Hardware

Number of technology support calls responded to - Other

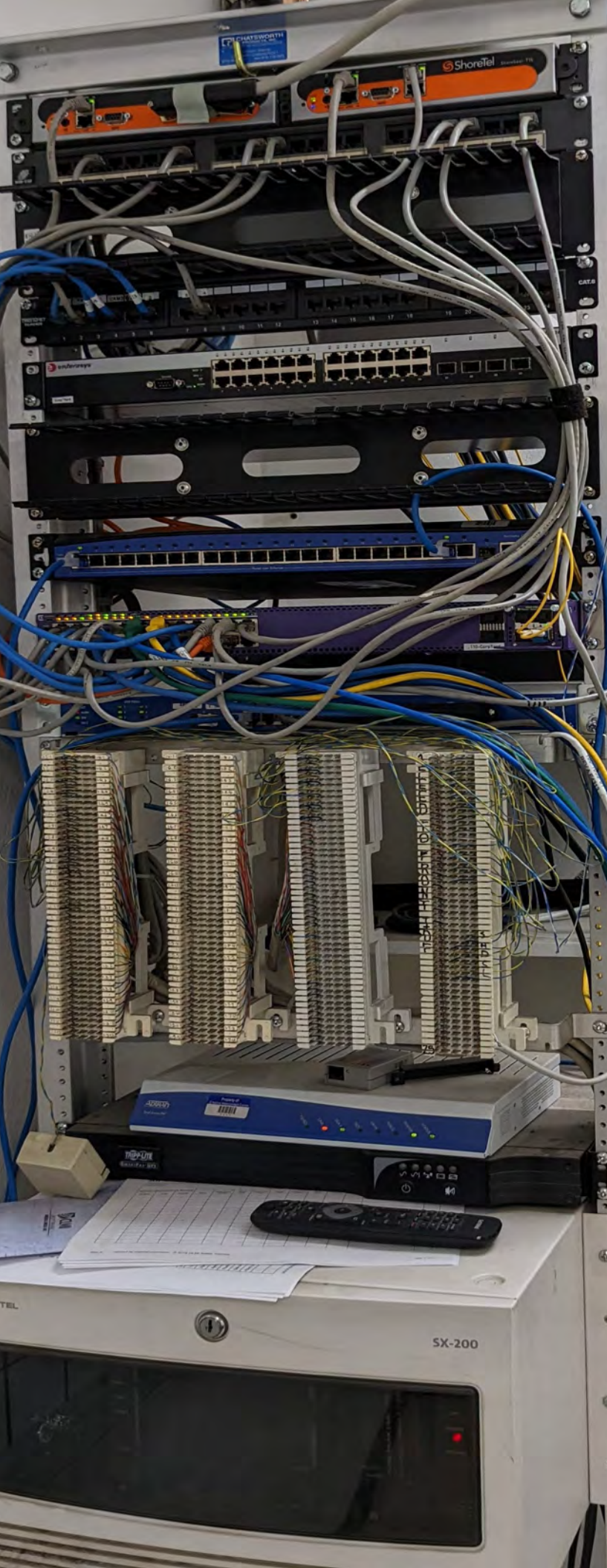
Information Technology

TYPE	STRATEGIC FOCUS AREA	FY 2020 RESULTS	FY 2021 RESULTS
Workload	Fiscal & Organizational Sustainability	273	388
Workload	Fiscal & Organizational Sustainability	836	498
Workload	Fiscal & Organizational Sustainability	315	216
Workload	Fiscal & Organizational Sustainability	223	151

Information Technology

FINANCIALS	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Expenditures by Category				
Personnel	915,205	979,260	986,042	1,060,725
Supplies and Services	787,510	911,842	1,020,063	1,060,868
Administrative and Other	217,601	293,085	294,674	416,087
Total Expenditures	1,920,316	2,184,187	2,300,779	2,537,681
Expenditures by Division				
Information Technology	1,920,316	2,184,187	2,300,779	2,537,681
Total Expenditures	1,920,316	2,184,187	2,300,779	2,537,681
Expenditures by Fund				
Fleet and Equipment Management	1,920,316	2,184,187	2,300,779	2,537,681
Total Expenditures	1,920,316	2,184,187	2,300,779	2,537,681

PERSONNEL	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Information Technology Director	1.00	1.00	1.00	1.00
GIS Coordinator I/II/III	1.00	1.00	1.00	1.00
Technology Specialist I/II/III	2.00	2.00	2.00	3.00
Total Personnel	4.00	4.00	4.00	5.00



<https://belmont.lucitycloud.com/LucityWeb>

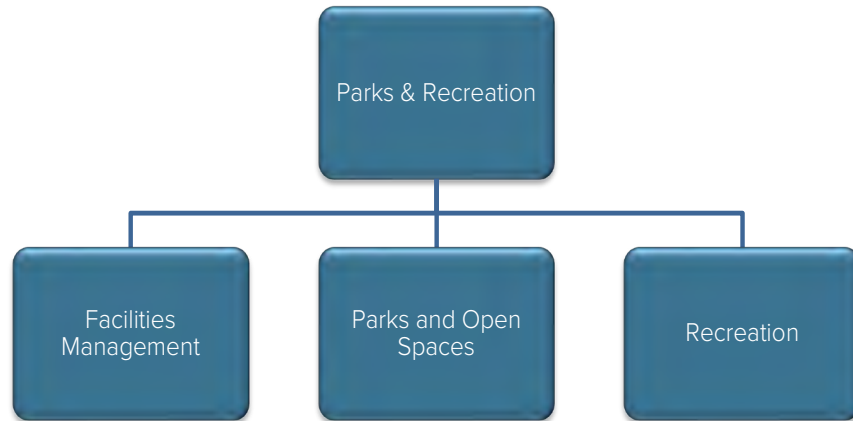


SX-200

PARKS AND RECREATION



Parks and Recreation



DEPARTMENTAL RESPONSIBILITY

The Parks and Recreation Department improves and maintains the quality of life in Belmont through the provision of educational, athletic and cultural activities in the City's parks and open spaces.

SERVICES AND STRUCTURE

Operationally, the Parks and Recreation Department provides the following services:

Facilities Management

Provides for capital improvements to the City's facilities, maintenance of a safe and well-maintained Library facility and quality, affordable, accessible and well-maintained facilities for a variety of recreational and rental opportunities for both public and private uses.

Parks and Open Space

Provides for the acquisition and maintenance of open space in Belmont and capital outlay projects that provide new or enhanced recreational opportunities to the community through the acquisition of land for parks, design and construction of new parks, or major rehabilitation of existing parks.

SUMMARY	FY 2023
Personnel Count	24.00
Total Budget	\$9.1 million
Funding source(s)	Athletic Field Maintenance City Trees Recreation Facilities Management General Facilities General Fund Library Maintenance and Operation Open Space Planned Park Solid Waste

Recreation Programs

Serves to enhance the quality of life in the community by promoting lifelong learning, health and wellness, and providing quality classes, services and special events. Provides a comprehensive program of recreational, instructional and community-building activities for all age groups utilizing community centers, and numerous parks and school sites.

Parks and Recreation

HIGHLIGHTS AND INITIATIVES

Facilities Management

- Maintenance and repair of the various structural and mechanical systems, including roofs, fire safety equipment, lighting, HVAC systems, doors and windows
- Maintenance of Twin Pines Senior Center as an Emergency Resource Center
- Facilitation and supervision of regular and routine custodial service
- Efficient and effective management of natural gas and electricity
- Coordination of a facility maintenance program for the Library
- Work with Library staff to enhance the facility, including new flooring, painting and planning for future improvements such as a maker space
- Preventative maintenance on City buildings
- Energy and water conservation projects
- Track assets and analyze Belmont's facilities to prioritize use of resources
- Scheduling facilities for City meetings, programs and events
- Marketing, scheduling, and renting facilities for private and non-profit uses
- Providing safe, clean and properly prepared facilities
- Updating the Facility Use Policy which governs use of City facilities for rentals and events
- Improvements to Belmont Conference Center interior in FY 2023
- ▶ Belmont Conference Center roof replacement completed in FY 2022
- ▶ Conduct facility assessment in FY 2023
- ▶ Grant-funded energy resiliency equipment to be purchased

Parks and Open Space

- Maintenance/repair of landscaping in 16 developed parks, over 300 acres of open space and trails, 11 athletic fields, 3 acres of development right-of-way, 13 acres of undeveloped right-of-way and 5.6 acres of developed medians
- Maintain trees on City property



- Open space activities, including fuel reduction, trail maintenance, and invasive species removal
- Improvements to the athletic fields including turf repair, materials, and services to directly benefit the sports leagues in Belmont
- Manage new construction, improvements or rehabilitation of City parks and playgrounds
- Acquisition of lands to further provide recreational opportunities
- Improvements to the City's Open Space and trails
- Purchase new waste management containers that include composting, recycling, and trash
- Collect and manage the waste and recyclables generated by activities in the City's facilities, parks, picnic areas and open spaces
- Continue to improve the rates of recycling and composting in facilities and parks by providing appropriate containers and signage
- Deliver accessible, inclusive, age-friendly services, programs, special events, and facilities
- ▶ Complete Parks, Recreation and Open Space Master Plan, including Open Space Management Plan, in 2022
- ▶ Resurface tennis courts at Hallmark and Alexander Parks in FY 2022

▶ = Council Strategic Focus Area Initiative

Parks and Recreation

Recreation Programs

- Partner with community groups, non-profits, and local organizations to provide recreational opportunities
- Provide developmentally appropriate, safe and caring licensed childcare services
- Allocate athletic field usage for youth and adult sports
- Provide summer camps, aquatics, and after school activities
- Enhance services for youth and teens in Belmont, including Youth Advisory Committee and VOICES volunteer organization
- Foster cognitive, physical, social and emotional development
- Hire and retain quality staff
- Provide enrichment opportunities, field trips and special events
- Provide education and wellness classes, seminars and workshops for adults
- Provide local transportation to/from the Senior Center
- Provide nutritional lunch program for seniors
- Partner and provide social opportunities and special events for all ages
- Provide quality health and wellness programs that are supported by partner organizations
- Coordinate public festivals in Twin Pines Park, including Celebrate the Music and Water Dog Run

Other Services

- Manage tree removal permitting process
- Promote citywide tree canopy
- Maintain Belmont's status as a "Tree City USA"
- Coordinate a variety of volunteer and educational opportunities for the Belmont community
- Seek opportunities for advancing Diversity, Equity and Inclusion in City service and program design and development



Parks and Recreation

METRICS

Facilities Management

Square feet of City facilities maintained

Parks and Open Space

Acres of developed parks maintained

Acres of Belmont-Redwod Shores School District sports fields maintained

Number of tree removal permits issued

Acres of Open Space maintained

Recreation Programs

Recreation program registrants who are youth

Number of Special Events offered for youth & families

Senior meals served

Parks and Recreation

TYPE	STRATEGIC FOCUS AREA	FY 2020 RESULTS	FY 2021 RESULTS
Workload	Quality of Life	155,000	155,000
Workload	Quality of Life	63	63
Workload	Quality of Life	25	25
Performance	Quality of Life	120	172
Workload	Quality of Life	300+	300+
Workload	Quality of Life	3,498	3,466
Workload	Quality of Life	5	16
Workload	Quality of Life	3,337	5,294

Parks and Recreation

FINANCIALS	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Expenditures by Category				
Personnel	3,846,773	3,856,289	4,023,681	4,552,281
Supplies and Services	2,787,189	1,851,071	2,430,267	2,951,671
Administrative and Other	1,403,956	1,724,129	1,324,115	1,652,294
Total Expenditures	8,037,918	7,431,489	7,778,063	9,156,246
Expenditures by Division				
Athletic Field Maintenance	45,831	51,006	70,000	80,000
Community Learning Center	950,550	1,000,532	1,094,005	1,173,691
Facilities Management	1,583,949	1,681,511	1,863,943	1,965,032
General Facilities Improvement	176,123	8,273	8,498	5,148
Litter Control	102,119	136,972	161,924	202,795
Park Improvement Management	77,527	92,396	81,132	79,669
Parks and Open Space	2,326,677	2,397,324	2,080,280	2,287,476
Recreation Programs	1,634,664	1,001,993	1,197,085	2,020,371
Recreational Facilities	583,129	511,029	633,938	688,990
Senior Services	557,349	550,454	587,258	653,075
Total Expenditures	8,037,918	7,431,489	7,778,063	9,156,246
Expenditures by Fund				
Athletic Field Maintenance	45,831	51,006	70,000	80,000
City Trees	39,703	48,678	39,108	73,467
Recreation	3,142,563	2,552,978	2,878,348	3,847,137
Facilities Management	1,797,033	1,814,585	2,072,439	2,228,636
General Facilities	176,123	8,273	8,498	5,148
General Fund	2,286,974	2,348,646	2,041,172	2,214,008
Library Maintenance and Operation	370,045	377,955	425,442	425,385
Open Space	12,500	29,205	17,465	27,376
Planned Park	65,027	63,191	63,667	52,293
Solid Waste	102,119	136,972	161,924	202,795
Total Expenditures	8,037,918	7,431,489	7,778,063	9,156,246

Administrative and Other included internal charges to cover the cost of citywide administration between General Fund service departments, resulting in an expenditure in one General Fund service department with the same amount of revenue in another General Fund service department. As there is no net impact to the General Fund, these charges are eliminated beginning FY 2022.

Parks and Recreation

PERSONNEL	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Parks and Recreation Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	-	-
Equipment Operator	1.00	1.00	1.00	1.00
Head Teacher	2.00	2.00	2.00	2.00
Management Analyst I/II	-	-	0.50	0.50
Office Assistant I/II	1.00	1.00	1.00	1.00
Parks Maintenance Worker I/II	6.00	6.00	6.00	6.00
Parks Manager	1.00	1.00	1.00	1.00
Recreation Manager	1.00	1.00	1.00	1.00
Recreation Program Coordinator	3.00	3.00	3.00	3.00
Recreation Specialist I/II	1.00	1.00	1.00	1.00
Recreation Supervisor	2.80	2.80	2.80	3.00
Senior Parks Maintenance Worker	2.00	2.00	2.00	2.00
Teacher	1.50	1.50	1.50	1.50
Total Personnel	24.30	24.30	23.80	24.00



POLICE



DEPARTMENTAL RESPONSIBILITY

The Police Department provides a sense of security for the community through its patrol services; furnishes information and support to citizens with respect to police service and crime prevention; recovers and returns property to its rightful owner; conducts both criminal and non-criminal investigations; and protects the public in the event of disaster or unusual incident.

SERVICES AND STRUCTURE

Law Enforcement Administration

Provides management oversight and support to all divisions within the Police Department.

Crime Control

Includes all uniformed officers who respond to emergency and non-emergency calls for service as well as the Investigations Bureau and School Resource Officers; conducts follow-up on reports taken by patrol officers and works with officers and investigators from law enforcement agencies throughout the country; School Resource Officers work within the Investigations Bureau and identify youth that are at risk, provide outreach and education to the youth of Belmont and investigate crimes committed by juveniles.

SUMMARY	FY 2023
---------	---------

Personnel Count	44.00
Total Budget	\$14.8 million
Funding source(s)	General Fund Public Safety Grants Supplemental Law Enforcement

Traffic and Community Safety

Educates the motoring public, enforce the street traffic regulations of the City, enforce the State’s vehicle laws applicable to traffic, make arrests for traffic violations, and to investigate traffic accidents; works with the Public Works Traffic Engineer and other departments to improve traffic conditions and traffic safety; includes non-sworn officers whose duties include parking enforcement, code enforcement, vehicle abatement, traffic control, abandoned vehicles, and various other details, including taking limited types of criminal reports.



Police

Professional Services

Maintains all criminal records and responds to requests for copies of police reports and other official documents received by the Department; responsible for handling front counter inquiries, warrant verification, statistical compilation for the U. S. Department of Justice and the FBI, processing of subpoenas and other court documents; Communications is the link between citizens and the Police Department and handle all 9-1-1 communications and radio support for officers on the street.

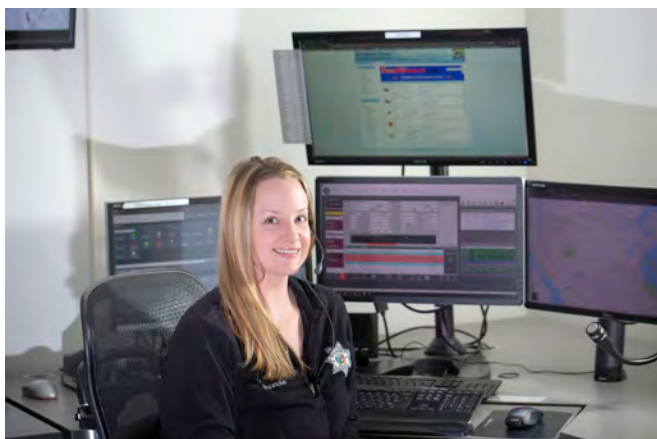
Police Grants and Donations

Accounts for grants and donations received by the Police Department to further their activities.

HIGHLIGHTS AND INITIATIVES

Law Enforcement Administration

- Provide the leadership and guidance to allow this department to meet and exceed the expectations of the community
- Enhancing professional standards and controlling liability through the effective delivery of training services
- ▶ Coordination of Emergency Preparedness services
- Recruit and prepare high quality staff
- Promote community partnerships via special events and social media



Crime Control

- Impartial enforcement of laws
- ▶ Prevention and deterrence of crime, including the Belmont Watch Program
- Apprehension and prosecution of offenders
- ▶ Response to emergency and non-emergency calls in a timely manner
- Collaborative resolution of public safety problems within a community policing philosophy
- Crisis Assessment, Response and Education (C.A.R.E.) Team follows-up on cases involving those experiencing a mental health crisis
- Community outreach achieved through various programs, including: The Belmont Police Community Academy, BelmontWatch, BPD Website, BPD YouTube Channel, Twitter, NextDoor, Belmont TRAC, etc.

Traffic and Community Safety

- Enforcing State vehicle code and City parking regulations
- Coordinating with other City departments for traffic calming and collision reduction
- Marking and towing abandoned vehicles
- Soliciting and responding to traffic enforcement concerns via the "Traffic Enforcement Hot Spot" Program
- Investigating vehicle collisions

Professional Services

- Answer questions, give direction and provide assistance related to community inquiries
- ▶ Timely dispatch of calls for service
- Securely storing and organizing property and evidence
- Safeguarding, maintaining and reporting police records in compliance with the law
- Release police reports in compliance with the law

▶ = Council Strategic Focus Area Initiative



Police

METRICS

Crime Control

Total number of arrests

Total reported incidents of Violent Crime Part I UCR (murder, rape, robbery, aggravated assault)*

Total reported incidents of Property Crime Part II UCR (burglary, motor vehicle theft, auto burglary, larceny, arson)*

Total officer-initiated incidents

Traffic and Community Safety

Total number of collisions

Total number of citations

Law Enforcement Administration

Percentage of recruits passing Field Training Program

Conduct compliance checks on all registered sex offenders (i.e., 100%)

Support Services

Total BPD calls for service

Number of Code Enforcement calls

* BPD changed to FBI NIBRS Reporting System on June 1, 2021

TYPE	STRATEGIC FOCUS AREA	FY 2020 RESULTS	FY 2021 RESULTS
Workload	Public Safety	357	489
Workload	Public Safety	116	1,075
Workload	Public Safety	435	241
Workload	Public Safety	9,755	7,561
Workload	Public Safety	337	301
Workload	Public Safety	4,176	3,247
Performance	Public Safety	100%	N/A
Workload	Public Safety	100%	N/A
Workload	Public Safety	15,592	21,000
Workload	Public Safety	1,213	493

Police

FINANCIALS	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Expenditures by Category				
Personnel	10,507,605	10,180,542	10,270,676	11,243,053
Supplies and Services	1,076,043	949,572	983,614	1,113,541
Administrative and Other	2,847,251	3,516,507	2,625,341	2,470,760
Total Expenditures	14,430,899	14,646,621	13,879,631	14,827,354
Expenditures by Division				
Crime Control	8,613,880	9,331,900	9,064,992	9,691,945
Law Enforcement Administration	2,714,388	2,203,962	1,944,884	2,295,060
Police Support Services	1,702,681	1,745,456	1,651,194	1,693,967
Traffic and Community Safety	1,399,949	1,365,303	1,218,561	1,146,382
Total Expenditures	14,430,899	14,646,621	13,879,631	14,827,354
Expenditures by Fund				
General Fund	14,216,273	14,422,271	13,639,890	14,658,491
Public Safety Grants	1,295	-	2,668	5,000
Supplemental Law Enforcement	213,332	224,350	237,073	163,863
Total Expenditures	14,430,899	14,646,621	13,879,631	14,827,354

Administrative and Other included internal charges to cover the cost of citywide administration between General Fund service departments, resulting in an expenditure in one General Fund service department with the same amount of revenue in another General Fund service department. As there is no net impact to the General Fund, these charges are eliminated beginning FY 2022.

PERSONNEL	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Police Chief	1.00	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00	1.00
Community Service Officer	3.00	2.00	2.00	2.00
Dispatcher	5.00	5.00	5.00	5.00
Management Analyst I/II	2.00	2.00	2.00	2.00
Police Cadet	-	1.00	1.00	1.00
Police Captain	2.00	1.00	1.00	1.00
Police Corporal	4.00	4.00	4.00	4.00
Police Lieutenant	-	2.00	2.00	2.00
Police Officer	18.00	18.00	18.00	18.00
Police Records Specialist I/II	2.00	2.00	2.00	2.00
Police Sergeant	6.00	5.00	5.00	5.00
Total Personnel	45.00	44.00	44.00	44.00

PIZZA

BELMONT
PLAZA

BELMONT POLICE

BELMONT POLICE

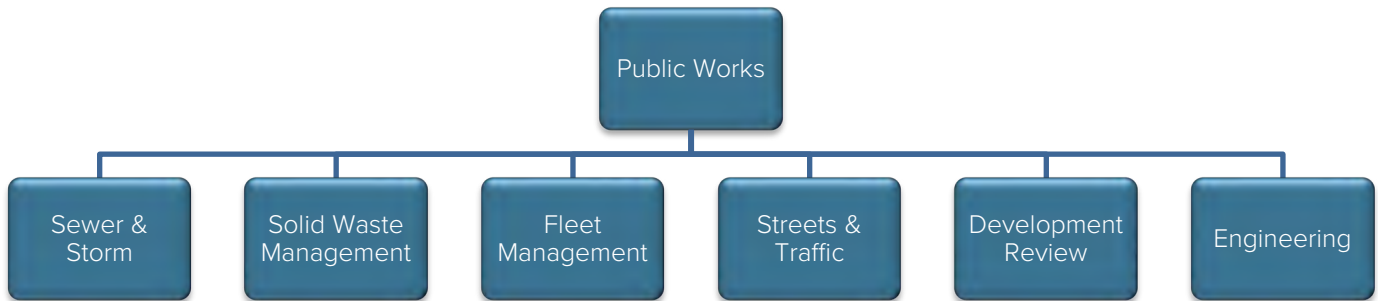
1425718



PUBLIC WORKS

City
of
Belmont

Public Works



DEPARTMENTAL RESPONSIBILITY

The Public Works Department provides inspection and engineering services to public rights-of-way and private development projects; maintains our system of City streets, sidewalks, storm drains and traffic control devices; and ensures the safe and dependable performance of the sanitary sewer system, pump stations and storm drain infrastructure to reduce the risk of flooding.

SERVICES AND STRUCTURE

Operationally, the Public Works Department provides the following services:

Sanitary Sewer

The Sewer Division manages the City’s sewer infrastructure in a cost-effective way to ensure the health and safety of the community and provides a safe and reliable sewage collection and conveyance system. Belmont also is a JPA member of Silicon Valley Clean Water, which operates the local secondary sewage treatment plant in Redwood Shores.

Storm Drainage

The Storm Division manages the City’s storm infrastructure in a cost-effective way to ensure the health and safety of the community. They serve to protect the environment from flooding and erosion

SUMMARY	FY 2023
FTEs	33.00
Total Budget	\$11.3 million
Funding source(s)	Development Services Fleet & Equipment Mgmt Sewer Collections Sewer Treatment Facility Solid Waste Storm Drainage Street Improvement Street Maintenance

with a safe and reliable storm drain collection system and reduce pollution and run-off in compliance with regional, state and federal regulations. The division is also responsible for cost-effective construction and repair of the City’s storm infrastructure.

Solid Waste Management

To ensure that all Belmont residents are provided with a clean, safe, and ecologically-sound environment, Public Works manages the City’s Franchise Agreement that emphasizes waste reduction and recycling, composting, and environmentally-sound landfill management to meet the City and region's long-term disposal needs and oversee the delivery of quality environmental programs through fiscal management, community outreach and education, and customer service. SB 1383 now requires that all organic material be composted.

Public Works

Fleet Management

The Fleet Management Division serves to provide safe, reliable, functional and cost-effective vehicles and equipment that enable the Police Department and City staff to serve the community.

Streets & Traffic

The Streets Division manages the City's transportation infrastructure in a cost-effective way to ensure the mobility and safety of all users, serves to protect and extend the life of the roadway infrastructure and promote safe and efficient transportation, and accounts for capital projects utilizing the financial resources associated with Measure I (½-cent local district sales and use tax enacted by Belmont voters on November 8, 2016), which are legally unrestricted as to purpose.

Public Works Engineering

The Public Works Engineering Division ensures private developments are in compliance with sound civil engineering principles and all federal, state, and local regulations. The Engineering group also is charged with implementing the City's Capital Improvement Program (CIP), which entails project delivery in all realms from storm, sewer, roadways, bike lanes/sidewalks, traffic control devices, and pavement management.

HIGHLIGHTS AND INITIATIVES

Sewer

- Evaluating existing sewer infrastructure
- Developing strategies to determine cost-effective approaches to asset management
- Sewer Capital Project Planning
- Infiltration & Inflow Elimination Program
- Regulatory compliance

Solid Waste Management

- Single stream recycling
- Household hazardous waste
- E-waste, compost, and document shredding events
- NPDES stormwater compliance
- SBWMA & Recology services management

Fleet Management

- Placed 2 hybrid vehicles into service replacing gas-powered engines with lower emission vehicles

Streets

- ▶ Allocate \$1,000,000 of Measure I resources annually to the Street Repair and Related Improvement Program and \$300,000 annually for the repair and replacement of deficient pipes, installation of new storm pipes to help with storm and flooding issues, and installation of curb and gutter improvements
- Evaluate and improve existing street infrastructure conditions (e.g., pavement, traffic signals, streetlights, sidewalks, retaining walls, and signs)
- Develop strategies to determine cost-effective approaches to pavement management
- Street Capital Project Planning
- Preparation and Administration of Grant Applications
- Managing the Parking and Traffic Safety Committee
- Implementing the City's Complete Streets Policy
- Regulatory Compliance
- Maintain and repair City-owned curbs, gutters, sidewalks, ADA ramps, and retaining walls
- Maintain and repair traffic signals at six City-owned intersections
- Maintain roadway striping, 43,000+ feet of painted curb and six lighted crosswalks
- Maintain the Ralston Bike Bridge over U.S. 101
- Remove graffiti in public right-of-way
- Construction of the 2022 Pavement Project
- Construction of the Slurry Seal Project for local streets and roads
- Planning, Designing and Construction of Street Capital Improvement Projects
- Development of the Five-Year Pavement Plan
- Construction of Ralston Avenue Corridor - Segment 3 pavement improvements
- Design of the Alameda de las Pulgas Corridor Project

▶ = Council Strategic Focus Area Initiative

Public Works

- Maintained and repaired the City's 90 miles of sewer main lines and 10 pump stations
- Performed CCTV inspections on 83,900 feet of sewer main lines
- Planning, Designing, and Construction of Sewer Capital Improvement Projects
- Development of the Sanitary Sewer Master Plan
- Continue updating the model of future capital financing requirements, which is likely to need to be increased to determine adequacy of the Sewer Treatment Facility charge

Development Review

- Review of traffic and other engineering studies for development projects
- Review, issue, and inspect permits in compliance with City ordinances
- Review and approve subdivisions in accordance with the Subdivision Map Act
- Process easements and right-of-way vacation and dedications in compliance with State law
- Coordinate public events throughout the City, including Earth Day, Coastal Cleanup, and Public Works Week Open House

Stormwater & Municipal Region Permit

- Evaluating existing storm drain infrastructure
- Developing strategies to determine cost-effective approaches to asset management
- Storm Drain Capital Project Planning
- Securing Environmental Permits
- Preparation and Administration of Grant Applications
- Commercial and Industrial Inspections for MRP compliance
- Construction Storm water Inspections
- Regulatory Compliance
- Development of the Storm Drain Master Plan
- Planning, Designing and Construction of Storm Drain Capital Improvement Projects



Public Works

METRICS

Fleet Management

Number of City vehicles and equipment inspected with preventive maintenance performed

Number of preventive maintenance and repair work orders performed

Streets

Number of lane miles of streets maintained and repaired

Number of streetlights with preventive maintenance and repairs performed

Number of locations of City-owned underground utilities for construction work done in public right-of-way identified and marked

Linear feet of pavement cracks sealed

Tons of asphalt for road repairs placed

Potholes filled

Number of regulatory, warning and guide signs maintained and repaired

New signs fabricated

Number of signs replaced

Feet of sewer main lines hydro cleaned

Feet of sewer main lines root foamed to address ongoing problems with root intrusion

Manholes root foamed to address ongoing problems with root intrusion

Sewer pump stations regularly inspected and cleaned

Storm Drain

Storm drain inlets cleaned, maintained, inspected, and repaired

Pump stations cleaned, maintained, inspected, and repaired

Miles of storm drain lines cleaned, maintained, inspected, and repaired

Feet of storm drain lines with CCTV inspections performed feet of storm drain lines

Curb miles swept

Tons of debris removed

On-land trash cleanups performed

Trash hot spot cleanings performed

Inspections performed full capture devices

Number of full capture devices cleaned

Public Works

TYPE	STRATEGIC FOCUS AREA	FY 2020 RESULTS	FY 2021 RESULTS
Workload	Infrastructure and Mobility	102	100
Workload	Infrastructure and Mobility	250+	280
Workload	Infrastructure and Mobility	140	140
Workload	Infrastructure and Mobility	1,450	1,450
Workload	Infrastructure and Mobility	1,241	2,408
Workload	Infrastructure and Mobility	200,000	34,969
Workload	Infrastructure and Mobility	400	170.27
Workload	Infrastructure and Mobility	308	217
Workload	Infrastructure and Mobility	3,000+	3,000+
Workload	Infrastructure and Mobility	509	130
Workload	Infrastructure and Mobility	195	157
Workload	Infrastructure and Mobility	343,310	247,783
Workload	Infrastructure and Mobility	44,942	44,553
Workload	Infrastructure and Mobility	3	N/A
Workload	Infrastructure and Mobility	10	10
Workload	Infrastructure and Mobility	1,400+	1,400+
Workload	Infrastructure and Mobility	2	2
Workload	Infrastructure and Mobility	26	26
Workload	Infrastructure and Mobility	12,405	4,037
Workload	Infrastructure and Mobility	5,599	5,682
Workload	Infrastructure and Mobility	476.75	479.03
Workload	Infrastructure and Mobility	3	7
Workload	Infrastructure and Mobility	6	10
Workload	Infrastructure and Mobility	345	345
Workload	Infrastructure and Mobility	305	345

Public Works

FINANCIALS	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Expenditures by Category				
Personnel	4,597,648	4,897,377	4,869,801	5,640,922
Supplies and Services	2,640,580	2,601,590	2,338,732	2,838,625
Administrative and Other	2,833,570	3,255,034	3,159,059	2,186,480
Capital Outlay	-	-	9,800	4,500
Total Expenditures	10,071,798	10,754,001	10,377,392	11,300,526
Expenditures by Division				
Capital Improvement Management	274,481	339,440	331,074	384,016
Drainage and Water Pollution Control	1,584,749	1,673,407	1,620,848	1,544,383
Fleet Management	672,008	810,608	797,810	845,903
Planning and Project Management	2,140,530	2,073,141	1,664,428	1,637,949
Public Works Development	927,066	1,131,759	1,515,901	1,965,924
Sewer Utility	2,542,264	2,766,065	2,503,961	2,684,794
Solid Waste Management	276,546	292,672	315,664	353,694
Street Maintenance	1,094,168	1,015,599	1,060,121	1,173,557
Traffic and Electrical Operations	559,986	651,311	567,585	710,306
Total Expenditures	10,071,798	10,754,001	10,377,392	11,300,526
Expenditures by Fund				
Development Services	927,066	1,131,759	1,515,901	1,965,924
Fleet and Equipment Management	672,008	810,608	797,810	845,903
Sewer Collections	3,828,965	4,008,577	3,523,440	3,617,039
Sewer Treatment Facility	90,355	126,823	123,596	136,552
Solid Waste	276,546	292,672	315,664	353,694
Storm Drainage	1,898,381	1,961,043	1,907,121	1,862,834
Street Improvement	66,320	60,804	61,177	85,038
Street Maintenance	2,312,158	2,361,714	2,132,683	2,433,542
Total Expenditures	10,071,798	10,754,001	10,377,392	11,300,526

Public Works

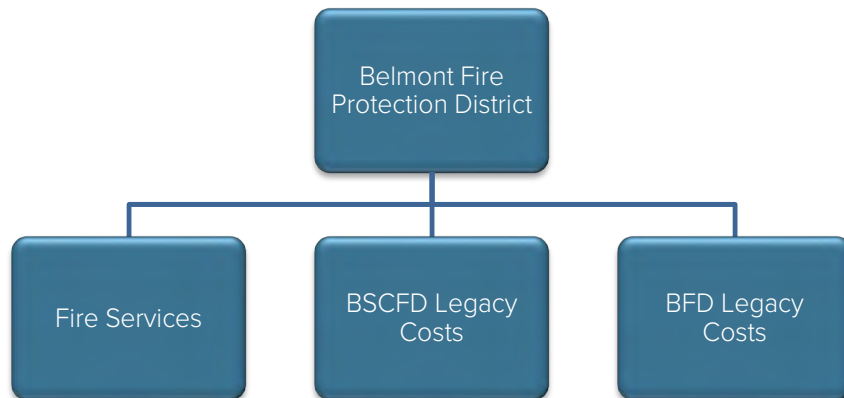
PERSONNEL	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Public Works Director	1.00	1.00	1.00	1.00
Administrative Assistant	2.00	2.00	2.00	2.00
Assistant Civil Engineer	2.00	2.00	2.00	2.00
Assistant Public Works Director/ City Engineer	1.00	1.00	1.00	1.00
Associate Civil Engineer	3.00	3.00	3.00	3.00
Construction Inspector	2.00	2.00	2.00	2.00
Electrician/Lead Maintenance Worker	1.00	1.00	1.00	1.00
Engineering Technician	1.00	1.00	1.00	1.00
Equipment Operator	2.00	2.00	2.00	2.00
Field Supervisor	2.00	2.00	2.00	2.00
Lead Maintenance Worker	3.00	3.00	3.00	3.00
Maintenance Worker I/II	7.00	7.00	7.00	7.00
Management Analyst I/II	1.00	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00	1.00
Public Works Services Manager	1.00	1.00	1.00	1.00
Senior Civil Engineer	1.00	1.00	1.00	1.00
Senior Mechanic	1.00	1.00	1.00	1.00
Street Operator	1.00	1.00	1.00	1.00
Total Personnel	33.00	33.00	33.00	33.00



BELMONT FIRE PROTECTION DISTRICT

CAUTION
DO NOT TOUCH
THIS AREA
IT IS HOT
DANGER
DO NOT TOUCH
THIS AREA
IT IS HOT
DANGER

Belmont Fire Protection District



PURPOSE

The Belmont Fire Protection District provides fire suppression and rescue to the City's residents and businesses through the San Mateo Consolidated Fire Department and accounts for the legacy costs for the Belmont-San Carlos Fire Department and Belmont Fire Department.

SUMMARY	FY 2023
FTEs	0.00
Total Budget	\$12.3 million
Funding source(s)	Belmont Fire Protection District

SERVICES AND STRUCTURE

Fire Services

Provides all risk emergency services to the City of Belmont and the unincorporated Harbor Industrial Area as a member agency, along with the cities of San Mateo and Foster City, of the San Mateo Consolidated Fire Department Joint Powers Authority ("SMC Fire").

Belmont-San Carlos Fire Department Legacy Costs

Reflects the Belmont-San Carlos Fire Department's (BSCFD) obligations in a post-operations era since the September 30, 2011 dissolution; funds wind-down activities, such as unfunded liabilities of the safety and miscellaneous retirement plans with CalPERS, Other Post-Employment Benefits (OPEB), outstanding workers compensation claims from past Fire Department employees and administrative and professional services required to carry-out the above activities.

Belmont Fire Department Legacy Costs

Reflects the Belmont Fire Department's (BFD) obligations in a post-operations era from the beginning of operations on October 1, 2011 to the cessation of operations on January 12, 2019; funds wind-down activities, such as unfunded liabilities of the safety retirement plan with CalPERS, Other Post-Employment Benefits (OPEB) from past Fire Department employees, and administrative and professional services required to carry-out the above activities.

Belmont Fire Protection District

HIGHLIGHTS AND INITIATIVES

- SMC Fire commenced operations on January 13, 2019
- SMC Fire operations include field operations, training, Hazardous Materials Response Program, emergency preparedness and planning & program administration
- Ensure effective direction in handling the contributions to be paid by the member agencies
- Ensure effective direction in handling the contributions to be paid by the Belmont Fire Protection District



Belmont Fire Protection District

FINANCIALS	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Expenditures by Category				
Legacy Benefits	2,117,096	1,841,371	1,844,610	1,975,689
Supplies and Services	7,974,157	8,107,852	8,668,023	8,982,696
Administrative and Other	383,168	1,068,523	1,140,936	1,359,230
Total Expenditures	10,474,421	11,017,747	11,653,569	12,317,615
Expenditures by Division				
Belmont Fire Department (BFD) Legacy Costs	154,063	178,069	182,156	188,411
Belmont-San Carlos Fire Department (BSCFD) Legacy Costs	1,532,711	1,696,206	1,694,257	1,804,512
Fire Services	8,787,639	9,143,472	9,777,156	10,324,692
HAZMAT	8	-	-	-
Total Expenditures	10,474,421	11,017,747	11,653,569	12,317,615
Expenditures by Fund				
Belmont Fire Protection District	10,474,421	11,017,747	11,653,569	12,317,615
Total Expenditures	10,474,421	11,017,747	11,653,569	12,317,615



NON-DEPARTMENTAL

Non-Departmental

OVERVIEW

In addition to expenditures that are directly related to departmental operations, there are also significant expenditures that are not directly attributable to the departments. One major category of the non-departmental expenditures is related to our internal services mechanism. To reflect the full cost of operations in departmental budgets, the cost of comprehensive liability, workers' compensation, building maintenance, and vehicle and equipment replacement is included in those budgets. In order to administer these programs in an efficient manner, however, the actual funds from each department are collected into a series of internal service funds, which consolidate the monies to pay for these programs. In order to not "double count" these costs, internal service fund expenses are not included in the total operating budget, as they are already incorporated into each department's operations.

Another major category of the non-departmental expenditures reflects the City's contribution to Silicon Valley Clean Water (SVCW), a joint powers authority (JPA) between the cities of Belmont, Redwood City, San Carlos, and the West Bay Sanitary District, for wastewater treatment services. The contribution includes the City's annual member agency contribution to SVCW, plus participation in SVCW's debt service as well as cash in-lieu of debt service participation. For FY 2023, the City's contribution amounts to \$5.0 million.

Finally, a third major category of the non-departmental expenditures is the payment of City's debt service. This includes payment for the sewer bonds, library bonds from the Community Facilities District, and the County lease for improvements made to the Belmont Sports Complex. The amount for FY 2023 is \$6.6 million.

SUMMARY	FY 2023
FTEs	0.00
Total Budget	\$15.3 million
Funding source(s)	Planned Park Library Bond Debt Service Sewer Collections Sewer Treatment Facility Storm Drainage Solid Waste Workers' Compensation Liability Insurance Self-Funded Vision Fleet & Equipment Mgmt Facilities Management Benefit Prefunding



Non-Departmental

FINANCIALS	FY 2020 ACTUALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET
Expenditures by Category				
Operating	5,718,524	5,533,696	6,399,074	6,783,428
Capital Outlay	9,968,673	7,231,731	3,630,900	1,922,382
Debt Service	3,635,713	3,966,867	6,563,524	6,588,625
Total Expenditures	19,322,910	16,732,294	16,593,498	15,294,435
Expenditures by Division				
Planned Park	334,000	668,000	668,000	668,000
Library Bond Debt Service	661,018	671,605	679,108	684,822
Sewer Collections	5,584,955	6,083,808	5,877,482	6,126,871
Sewer Treatment Facility	8,276,454	6,159,797	5,825,147	4,137,411
Storm Drainage	220,611	95,165	-	-
Solid Waste	(35,590)	23,104	-	-
Workers' Compensation	593,354	198,638	557,203	708,500
Liability Insurance	622,515	479,553	693,610	1,067,285
Self-Funded Vision	15,719	13,786	8,969	4,776
Fleet and Equipment Management	1,187,131	672,670	580,900	585,000
Facilities Management	10,780	13,268	-	-
Benefit Prefunding	1,851,962	1,652,900	1,703,079	1,311,770
Total Expenditures	19,322,910	16,732,294	16,593,498	15,294,435





FUND
INFORMATION

Introduction

FUND INFORMATION

The City of Belmont's budget is organized on the basis of the fund accounting system, and each fund is considered a separate budgeting entity. For each fund, there is a ten-year financial plan, a five-year financial plan, or a two-year financial plan provided in this section of the budget document. The General Fund is the primary fund for the City, and as such, a ten-year financial plan has been created. This allows for the ability to identify issues beyond the budget and immediate short-term, yet take the appropriate actions within the budget plan to address those issues. The ten-year plan underscores the importance of carefully considering additional and ongoing General Fund commitments, especially as they relate to personnel costs, and allows time for course correction as issues are identified in the forecast.

Five-year financial plans have been created for the Measure I, certain special revenue, capital, and internal service funds. The duration of five years was selected to be able to identify trends beyond the budget cycle but not stretch the forecasting process out as far as was done with the General Fund. For grant special revenue funds, donation special revenue funds, certain housing special revenue funds, and debt service fund, the financial plans were set at the two year due to the nature of the funds themselves. Grant funding is typically evaluated and renewed on an annual basis, so long-term planning for grant funding has somewhat limited value. The financial plan duration will be evaluated annually, and if it is determined there is greater value to planning for a longer duration for some or all of these funds, the financial plans will be adjusted accordingly.

Below is a summary table of all other funds and the duration of each fund's financial plan:

FUND #	FUND NAME	FUND TYPE	FINANCIAL PLAN DURATION
101	General Fund	General Fund	10 Years
102	Measure I	General Fund	5 Years
205	Recreation	Special Revenue	5 Years
206	Library Maintenance and Operation	Special Revenue	5 Years
207	Athletic Field Maintenance	Special Revenue	5 Years
208	City Trees	Special Revenue	5 Years
209	Senior Services Donation	Special Revenue	2 Years
210	Development Services	Special Revenue	5 Years
212	General Plan Maintenance	Special Revenue	5 Years
223	Belmont Fire Protection District	Special Revenue	5 Years
225	Public Safety Grants	Special Revenue	2 Years
227	Supplemental Law Enforcement	Special Revenue	2 Years
231	Street Maintenance	Special Revenue	5 Years
232	Road Maintenance & Rehabilitation Account Street Project	Special Revenue	5 Years
233	Measure W	Special Revenue	5 Years
234	Street Improvement	Special Revenue	5 Years
237	Traffic Impact	Special Revenue	5 Years

Introduction

FUND #	FUND NAME	FUND TYPE	FINANCIAL PLAN DURATION
239	Public Art	Special Revenue	5 Years
275	Affordable Housing	Special Revenue	2 Years
277	Inclusionary Housing	Special Revenue	5 Years
308	General Facilities	Capital Projects	5 Years
310	Infrastructure Repair	Capital Projects	5 Years
312	Comcast	Capital Projects	5 Years
341	Planned Park	Capital Projects	5 Years
342	Park Impact Fees	Capital Projects	5 Years
343	Open Space	Capital Projects	5 Years
704	Special Assessment District	Capital Projects	5 Years
406	Library Bond Debt Service	Debt Service	2 Years
501-505	Sewer Collections	Enterprise	5 Years
507	Sewer Treatment Facility	Enterprise	5 Years
525	Storm Drainage	Enterprise	5 Years
530	Solid Waste	Enterprise	5 Years
570	Workers' Compensation	Internal Service	5 Years
571	Liability Insurance	Internal Service	5 Years
572	Self-Funded Vision	Internal Service	5 Years
573	Fleet and Equipment Management	Internal Service	5 Years
574	Facilities Management	Internal Service	5 Years
575	Benefit Prefunding	Internal Service	5 Years





FUND DESCRIPTIONS

Fund Descriptions

GENERAL FUNDS

- **General Fund** - Used to account for all revenues and expenditures necessary to carry out basic governmental activities of the City that are not accounted for through other funds. For the City, the General Fund includes such activities as police protection, parks operation and maintenance, and legal and administrative services.
- **Measure I** - A sub-fund of the General Fund and is used to account for the financial resources and expenditures associated with the ½-cent local district sales and use tax made effective for thirty years by the State Board of Equalization on transactions beginning April 1, 2017. Revenues collected from this general tax are legally unrestricted as to purpose; however, the City Council has determined to allocate Measure I resources towards streets and storm drains improvement projects.

SPECIAL REVENUE FUNDS

- **Recreation** - Used for Parks and Recreation. Currently the direct cost of providing these programs is paid for by the fees collected for the activities. The City has historically supported these programs from the General Fund.
- **Library Maintenance and Operation** - Used for on-going maintenance of the Belmont Library Community Facilities District, including the Library and adjacent Belameda Park. The cost of providing these services is funded by special taxes.
- **Athletic Field Maintenance** - Used to account for the ongoing maintenance of the City's athletic fields.
- **City Tree** - Used to account for the removal of trees required for the development of property.
- **Senior Services Donation** - Used to account for donations from the community to be used for senior services and programming.
- **Development Services** - Used to account for the Permit Center and Development Regulation Programs. This fund makes it possible for staff to track and determine if development fees are covering the direct and indirect cost of providing these services. State law allows for full recovery of these costs.
- **General Plan Maintenance** - Used to account for activities related to the General Plan Update.
- **Belmont Fire Protection District** - Created to account for the dependent District's activities which are a component of the City of Belmont. The purpose of this fund is to provide fire protection services to the City of Belmont and the unincorporated Harbor Industrial Area through the San Mateo Consolidated Fire Department, a JPA of Foster City, San Mateo, and the District. The District has established a reserve target of 33% of operating expenditures.

Fund Descriptions

- **Public Safety Grants** - Used to account for grants and donations for the Police Department's activities.
- **Supplemental Law Enforcement** - Used to account for the Citizens Option for Public Safety (COPS) program. Money for this fund comes from the State of California and can be used for front line law enforcement programs. The amount of money received is based on population.
- **Street Maintenance** - Required by the State of California to restrict the use of gas tax dollars to street improvements and maintenance. The money from this fund is used to pay for street maintenance activities. These funds are expended on a first-in, first-out basis, consistent with recommendations by the State Controller's Office.
- **Road Maintenance and Rehabilitation Account (RMRA) Street Project** - Accounts for gas tax resources restricted for expenditure on basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system. Senate Bill (SB) 1, the Road Repair and Accountability Act of 2017 provides funding for local streets and roads over the next 10 years.
- **Measure W** - Accounts for the 30-year ½-cent sales tax approved by San Mateo County voters that went into effect July of 2019 to provide funds to the improvement of local transportation, including streets and road improvements.
- **Street Improvement** - Restricted for street improvements. The primary source of funds comes from Measure A sales taxes and grants and are spent on transportation related capital projects and programs.
- **Traffic Impact** - To account for traffic impact fees collected from development activity via building permits. This fund includes the impact fees, interest earned thereon and their expenditure, pursuant to the Mitigation Fee Act, needed to ensure that the City can construct transportation infrastructure and improvements needed for the population growth forecast in the Belmont Village Specific Plan and Belmont General Plan.
- **Public Art** - Accounts for the private development fee paid in lieu of incorporating art elements in the development to provide funds for art installation on City property.
- **Affordable Housing** - Created as a result of the dissolution of the Redevelopment Agency. It is used to account for the City's housing-related activities that were formerly administered under the Low and Moderate Incoming Housing Fund.
- **Inclusionary Housing Fund** - A sub-fund of the Affordable Housing Fund and is used to account for residential and non-residential housing mitigation fees which lessen the burdens created by new residential and non-residential development projects on the need for extremely low, very low, low, and moderate-income housing, interest earned thereon and their expenditure, pursuant to the Mitigation Fee Act.

Fund Descriptions

CAPITAL PROJECTS FUNDS

- **General Facilities** - Established to fund expenditures with the City's facilities. Funding is used to offset both the direct and indirect cost of implementing these projects.
- **Infrastructure Repair** - Established to fund expenditures associated with the City's infrastructure including streets, retaining walls, bridges, culverts, waterways, buildings, etc. Funding is used to offset both the direct and indirect cost of implementing these projects.
- **Comcast** - Accounts for the purchase and installation of hardware within City Hall to broadcast events to Pen TV, our Public Education Government Channel.
- **Planned Park** - For the acquisition and improvement of parks, playgrounds, and recreation facilities funded through Quimby Act fees.
- **Park Impact Fees** - Accounts for park impact fees, interest earned thereon and their expenditure, pursuant to the Mitigation Fee Act, needed to ensure that the City can construct park and recreation facilities and improvements needed for the population growth created by new development consistent with the policies of the City of Belmont General Plan.
- **Open Space** - Accounts for the accumulation of resources for the acquisition, preservation, and improvements of open space.
- **Special Assessment District** - For maintenance and improvement costs within City's Special Assessment District boundaries. Resources represent funds remaining after the retirement of Special Assessment Debt.

DEBT SERVICE FUND

- **Library Bond Debt Service** - Accounts for the Library special taxes legally restricted for the payment of principal and interest on long-term indebtedness generated by the Library Mello-Roos bonds sold in 2004.

ENTERPRISE FUNDS

- **Sewer Collections** - 2016 (AA+) and 2019 (AA+) sewer revenue bonds payable by sewer connection fees used for financing the City's operating costs associated with the operating of Silicon Valley Clean Water (SVCW). SVCW is a joint powers authority that manages wastewater treatment.
- **Sewer Treatment Facility** - 2009A (AA-) and 2018 (AA-) sewer revenue bonds payable by sewer treatment facility charges used to account for capital improvements made to the SVCW plant. Revenue for the improvements comes from the Sewer Treatment Facility Charge paid by users connected to the sanitary system.

Fund Descriptions

- **Storm Drainage** - Used to account for operations to the City's storm drainage system. Funding comes from customers connected to the City's sewer system, due to extensive infiltration to the City's sewer system, and NPDES charges.
- **Solid Waste** - Accounts for operating costs associated with the City's Solid Waste Franchise Agreement.

INTERNAL SERVICE FUNDS

- **Workers' Compensation and Liability Insurance** - The City participates in a risk sharing pool with other California public agencies for liability and workers' compensation coverage. The carrier provides the City with coverage limits through a combination of risk sharing, reinsurance, and excess insurance. A loss reserve is maintained to pay for claims that fall within the self-insured retentions, which is funded by contributions from divisions that have experienced liability losses. The City self-insures for the risks of earthquake and flood, and the property insurance program that protects all City property and assets includes a cyber-liability component, providing first and third-party liability coverage for security breaches. The cost associated with workers' compensation is based on rates established by the carrier and allocated to the operating divisions and service centers. The cost of the liability program is allocated to all operating divisions and service centers based on claim losses in prior years.
- **Self-Funded Vision** - Used for the City's dental and vision reimbursement plan for covered employees.
- **Fleet and Equipment Management** - Used to collectively manage the purchase of vehicles and computer hardware. Departments "lease" vehicles and computer equipment from the fund. Over time, this fund will accumulate monies to replace worn out equipment. The fund also accounts for the interdepartmental services provided by the Fleet Management and Information Technology divisions.
- **Facilities Management** - Accounts for maintenance to the City's main facilities, including City Hall, Police, Parks and Recreation, etc. Departments pay for maintenance on a square footage basis. Over time, this fund will accumulate monies to replace furniture, equipment and furnishings.
- **Benefit Prefunding** - Established to account for certain employee benefits which have been accrued, i.e., earned, by the employee and are payable to the employee at a future date. The fund activity includes, but is not limited to, amortizing compensated absences (vacation, sick leave, general leave, etc.), post-employment benefits and other benefits due to employees upon separation from City service. The Fund also accounts for benefits related to retirees, such as retiree medical costs. The cost of these programs are paid by charging departments an amount sufficient to fund the program expressed as a percentage of base payrolls.



GENERAL FUNDS



101 General Fund

	FY 2021 ACTUAL	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST
Beginning Fund Balance	13,637,147	13,398,109	17,991,045	20,647,949	19,656,296
Current Resources					
Property Tax	8,829,922	9,625,080	11,530,577	10,703,166	11,094,022
Sales Tax - Local 1%	4,173,378	4,131,200	4,136,402	4,290,174	4,375,978
Property Transfer Tax	354,894	485,313	500,000	515,000	525,300
Transient Occupancy Tax	1,320,865	2,251,048	2,809,508	3,231,179	3,982,428
Business License Tax	1,296,000	1,101,640	1,123,672	1,146,146	1,169,069
Franchises	1,372,697	1,430,426	1,493,186	1,523,050	1,553,511
Intergovernmental	586,190	249,649	242,690	245,117	247,568
Service Charges	6,571,685	4,202,883	4,464,145	4,508,786	4,553,874
Fines and Forfeitures	170,105	162,126	165,000	168,300	171,666
Use of Money and Property	428,606	918,650	938,181	956,945	976,084
Miscellaneous	398,525	380,852	336,864	343,601	350,473
COVID-19 Federal Relief Funding	-	3,222,430	3,222,430	-	-
Current Resources	25,502,867	28,161,297	30,962,655	27,631,464	28,999,972
Current Requirements					
Salaries and Wages	8,664,609	8,773,807	9,878,095	10,162,776	10,459,829
Benefits	6,162,506	5,906,890	6,930,994	6,871,953	7,047,126
Operating	8,837,941	6,722,664	7,076,663	7,188,387	7,302,442
Transfer Out	2,076,849	2,165,000	4,420,000	4,400,000	5,525,000
Total Current Requirements	25,741,905	23,568,361	28,305,751	28,623,116	30,334,397
Resources Over/(Under) Requirements	(239,038)	4,592,936	2,656,904	(991,653)	(1,334,425)
Total Reserves/Fund Balance	13,398,109	17,991,045	20,647,949	19,656,296	18,321,871
33% Target Reserve	7,809,469	7,063,109	7,882,298	7,993,628	8,187,101
Remaining Fund Balance	5,588,640	10,927,936	12,765,651	11,662,668	10,134,771

101 General Fund

FY 2026 FORECAST	FY 2027 FORECAST	FY 2028 FORECAST	FY 2029 FORECAST	FY 2030 FORECAST	FY 2031 FORECAST	FY 2032 FORECAST
18,321,871	16,062,390	13,731,087	12,107,228	11,048,428	9,907,177	8,839,786
11,440,882	11,773,575	12,796,228	13,909,737	14,388,967	14,887,209	15,405,222
4,463,497	4,552,767	4,643,823	4,736,699	4,831,433	4,928,062	5,026,623
535,806	546,522	557,453	568,602	579,974	591,573	603,405
4,065,942	4,344,138	4,409,300	4,475,439	4,542,571	4,610,710	4,679,870
1,192,450	1,216,299	1,240,625	1,265,438	1,290,746	1,316,561	1,342,893
1,584,581	1,616,273	1,648,598	1,681,570	1,715,201	1,749,505	1,784,495
250,043	252,544	255,069	257,620	260,196	262,798	265,426
4,599,413	4,645,407	4,691,861	4,738,780	4,786,168	4,834,029	4,882,370
175,099	178,601	182,173	185,817	189,533	193,324	197,190
995,605	1,015,517	1,035,828	1,056,544	1,077,675	1,099,229	1,121,213
357,483	364,632	371,925	379,364	386,951	394,690	402,584
-	-	-	-	-	-	-
29,660,802	30,506,277	31,832,883	33,255,609	34,049,415	34,867,690	35,711,291
10,777,036	11,092,165	11,416,740	11,751,045	12,095,371	12,461,833	12,827,113
7,224,372	7,425,204	7,598,446	7,997,928	8,403,391	8,652,234	9,122,061
7,418,876	7,620,211	7,741,557	7,865,436	7,991,904	8,121,015	8,339,421
6,500,000	6,700,000	6,700,000	6,700,000	6,700,000	6,700,000	6,700,000
31,920,283	32,837,579	33,456,743	34,314,409	35,190,667	35,935,081	36,988,594
(2,259,481)	(2,331,303)	(1,623,859)	(1,058,800)	(1,141,251)	(1,067,391)	(1,277,304)
16,062,390	13,731,087	12,107,228	11,048,428	9,907,177	8,839,786	7,562,482
8,388,694	8,625,401	8,829,725	9,112,755	9,401,920	9,647,577	9,995,236
7,673,697	5,105,686	3,277,503	1,935,673	505,257	(807,791)	(2,432,754)

102 Measure I

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	2,101,292	3,751,162	2,202,436	(676,251)	342,380	365,784	614,855
Revenues							
Sales Tax ½-cent Measure I	2,179,340	2,215,835	2,164,765	2,232,972	2,277,631	2,323,184	2,369,648
Use of Money and Property	8,319	5,439	5,548	5,659	5,772	5,888	6,005
Total Revenues	2,187,658	2,221,274	2,170,313	2,238,631	2,283,404	2,329,072	2,375,653
Capital Improvement Plan	537,788	3,470,000	5,049,000	1,220,000	1,760,000	2,080,000	1,130,000
Transfer Out	-	300,000	-	-	500,000	-	-
Ending Fund Balance	3,751,162	2,202,436	(676,251)	342,380	365,784	614,855	1,860,508



Revenue and Expenditure Assumptions

A detailed discussion of the projection methodologies and major assumptions made for the fiscal year (FY) 2023 budget and corresponding long-term financial plan are presented below. This includes a discussion on factors impacting each major revenue and expenditure category. In general, assumptions for revenues are largely based on economic or other conditions outside the City's control. Assumptions for expenditures, however, differ in that in many cases, the assumptions are predominantly under the City's control.

GENERAL FUND REVENUES

Revenue Estimation Methodology

All revenue assumptions and projections are reviewed and revised each fiscal year. Considerable analysis is done to identify the key elements impacting major revenue sources, and this ensures that the projection methodology is as reliable as possible over the long term. Historical data trends indicate that significant swings in a number of major revenue categories can occur due to economic cycles. Therefore, projecting revenues based on the high point of the economic cycle overstates the City's financial position significantly for future years and could result in spending patterns that cannot be sustained. Conversely, projecting revenues from the lowest point of the economic cycle understates the long-term financial position of the City and can cause unnecessary service reductions.

Property Taxes

Property Tax is the largest source of General Fund revenue, comprising nearly 40% of the total anticipated revenue for FY 2023, and nearly 60% of the total tax revenue, excluding Measure I. While the property tax base in Belmont has been very stable, actions coming from Sacramento which are outside the City's control are threatening the City's property tax revenue. In particular, the redevelopment residual revenues have been impacting the City for the past couple of years, which the City has taken extensive steps to address and mitigate. Property tax in lieu of VLF remains uncertain and Excess ERAF is threatened to be taken away. These issues are discussed in more detail below.

The City's property tax revenue includes several main categories:

- Secured Property Tax is the tax on real property and the structures on that real property.
- Redevelopment Pass-Through funds represent the City's General Fund share of the pass-through payments made to taxing entities based on the tax increment funds used by Successor Agency to pay remaining debt obligations. These revenues are primarily from the secured tax base in the former redevelopment project areas.
- Redevelopment Residual Revenues represent the City's designated share of tax increment from the former redevelopment project areas that are in excess of the Successor Agency's required obligated payments. Similar to the redevelopment pass-through funds, these revenues are primarily from the secured tax base in the former redevelopment project areas. With the Successor Agency successfully dissolved in April 2022, as described in more detail below, the City's redevelopment pass-through and residual revenues will revert to general secured property tax, and projected in the forecast to grow in proportion to the growth in assessed valuation.
- Educational Revenue Augmentation Fund (ERAF) is a mechanism used by the State to shift funding from local property tax dollars to public schools. When local property tax dollars shifted into ERAF exceed what is necessary to fund the schools, those excess funds are returned to the local taxing entities via Excess ERAF revenue. San Mateo County is one of the five counties in the State where Excess ERAF is generated.



Revenue and Expenditure Assumptions

- Property Tax in Lieu of VLF represents the swap of vehicle license fees (VLF) for property tax as part of a state-local budget agreement in 2004. The agreement permanently reduced the VLF tax rate from 2% to 0.65%, and the difference is replaced with a like amount that is to be funded by property tax from non-basic aid school districts. Any monies taken from non-basic aid school districts are backfilled by the State. Subsequent to the fiscal year 2005 base year, property tax in lieu of VLF increases annually in proportion to the growth in assessed valuation.
- Unsecured Property Tax represents the tax on appurtenances such as furniture, machinery, and equipment.
- Supplemental Property Tax is the result of reassessing the value of real property when there is a change of ownership or when new construction is completed after the official lien date.
- Unitary Property Tax is assessed on property owned by utilities, such as power lines, cable, etc.
- Homeowners' Property Tax Relief revenues are reimbursements from the State for revenues lost due to the homeowners' property tax exemption on the first \$7,000 of assessed value of their principal place of residence.

Secured property tax, including excess ERAF and property tax in lieu of VLF, represents roughly 95% of the overall property tax revenue base for the City. Over 85% of the secured property tax base is from residential property. Proposition 13 limits the percentage increase of property tax value to 2% per year or the rate of inflation, whichever is lower. However, the base value is adjusted upon transfer of property to reflect the sales price. The average annual growth in secured property tax over the past 10 years, which included the extended period of economic growth subsequent to the Great Recession, has been 5.8%.

With the continued strong performance in the housing market, coupled with many residential properties that had been in long-term ownership changing hands which then increased the tax base value, secured property tax revenues are estimated to increase 8.5% in FY 2023. This estimate is based on the County Assessor's Office estimated property tax roll as of May 2022. However, such extended growth is not expected in the long-term. The FY 2024 revenue projects a 5% growth, then gradually moving to a more conservative growth estimate of 4% through the remainder of the forecast. This factors in historic growth rates as well as the current economic environment.



One area that has been impacted by Sacramento's actions outside of the City's control relates to redevelopment residual revenues. In August 2020, a decision made by the California Court of Appeals has modified the calculation on how redevelopment residual property tax is distributed by the County. The modified methodology excludes each entity's AB1290 statutory pass-through payments when calculating the proportionate share of Redevelopment Property Tax Trust Fund (RPTTF) that gets applied to the residual balance. For Belmont, this results in approximately \$700,000 shortfall to the General Fund on an annual basis, and \$900,000 shortfall to the Belmont Fire Protection District on an annual basis.

With such a significant and ongoing impact, Belmont has taken extensive steps to discharge obligations from the Successor Agency by seeking an early defeasance of the redevelopment agency (RDA) bonds. With obligations discharged from the Successor Agency, the Successor Agency can receive a final dissolution that will result in the shift of property tax revenues

Revenue and Expenditure Assumptions

from RPTTF to general secured tax, thereby mitigating the shortfall to RDA residuals. In March and April of 2021, Belmont received approvals from the Successor Agency and County Oversight Board, respectively. After having 100 days to review, the Department of Finance (DOF) approved amendments to the Indentures and Last and Final ROPS in July 2021. With this approval, work to discharge the RDA bond obligations from the Successor Agency kicked into high gear, along with final reconciliations between the Successor Agency and the County. After all the obligations were successfully discharged, the County Oversight Board and DOF approved the dissolution of the Successor Agency in February and March of 2022, respectively, and the DOF recognized the final dissolution in April 2022. Belmont is the first Successor Agency in San Mateo County to achieve full dissolution, and in doing so, Belmont has successfully mitigated impacts to its redevelopment residual revenues. Starting FY 2023, without a Successor Agency, there will no longer be any property tax shift to RPTTF, and no longer any pass-through or residual revenues. Instead, property tax will revert to secured property and distributed accordingly.

For property tax in lieu of VLF, local taxing entities including Belmont are facing a shortfall as less school districts in San Mateo County are categorized as non-basic aid. Out of 26 school districts in San Mateo County, only 6 are non-basic aid. As such, the Countywide shortfall is projected to be over \$56 million in FY 2022, and that grows as more school districts lose their non-basic aid status and flip to basic aid. For FY 2022, out of the \$3.5 million VLF allocated for Belmont, Belmont is estimated to receive only \$2.6 million, with the remaining \$0.9 million as shortfall. Allocation for Belmont is projected to be \$3.7 million in FY 2023 and continues to grow in the ten-year forecast based on assessed valuation growth, but the shortfall is also projected to increase as more school districts flip to basic aid. The long-term forecast reflects that all school districts will flip to basic aid in five years, and correspondingly projects the full amount of allocation as the amount of the shortfall by FY 2027. To recover from the shortfall, the County has been submitting a claim for consideration in the State's budget that, if approved, gets distributed two years later. It is important to note that while the State has backfilled shortfalls in previous years, there is no requirement for the State to do so. That said, the long-term forecast assumes that the State will backfill shortfalls two years out. If this changes or as more data becomes available, the long-term forecast will be adjusted accordingly.



In an attempt to address the continuous shortfall in VLF, the State Department of Finance drafted a Budget Trailer Bill, with a May revise, that proposes using excess ERAF funds to backfill VLF shortfall. The State's draft proposes capping excess ERAF at FY 2022 amounts, and any growth in excess ERAF thereafter, shall be used to pay for VLF shortfall. This change essentially requires counties and cities to pay for the State's VLF obligations using monies that these local taxing agencies are already entitled to receive. Taking away excess ERAF from local taxing agencies and redirecting them to fund the State's VLF obligation is contrary to the 2004 State budget compromise that established the current system and could raise potential constitutional issues. The State further adds a provision in the May revise indicating that if agencies seek legal action to protect their constitutional rights, the State will automatically deny any reimbursement requests to backfill VLF. If passed, this bill will have a devastating impact on the amount of excess ERAF local taxing agencies receive, as excess ERAF will be capped, and any growth in all future years on this funding source will be lost. Based on the County's estimates, Belmont will stand to lose \$7.2 million over the next ten years, of which \$1.4 million is the loss in year ten. This loss will continue to grow annually in perpetuity. The County, local taxing entities within the County, and local representatives are putting on a strongly opposition the draft bill. For now, the long-term forecast assumes that the budget trailer bill will not pass, and that excess ERAF will not be taken away by the State. \$1.5 million is budgeted in FY 2023, then grows gradually over the forecast to reflect the projected decrease in non-basic aid school districts, which will require less allocation of the ERAF shift funds.

Revenue and Expenditure Assumptions

A growth rate of 2% to 3% is assumed for supplemental and unitary property tax revenues, while Homeowners' Property Tax Relief revenues are expected to remain flat due to the nature of that revenue source. Unsecured taxes are projected to increase at a more modest 1% rate to reflect the impact of depreciating values of unsecured property.

Sales Tax

Sales tax continues to recover from the initial impact of the COVID-19 pandemic. Sales tax fell significantly in FY 2020, but some of the drop was attributable to the recognition of sales tax deferrals from businesses. As more data became available, businesses who were able to pay have continued to make their sales tax payments instead of deferring. At the onset of the pandemic, consumers with disposable income redirected their spending from leisure travel and dining to luxury auto purchases and online spending. With Belmont's major sales tax contributors coming from the autos category, their performance have helped towards the recovery in this revenue source. Further, sales tax from internet sales have begun to be unilaterally assessed by the end of 2019 as a result of the South Dakota v. Wayfair Supreme Court decision. With consumer behavior shifting heavily



to online spending especially during the pandemic, sales tax performed above the trendline in FY 2021. However, as restrictions ease on traveling and indoor activities, consumer behavior may likely shift from purchase of goods, which is taxable, to purchase of services, which is non-taxable. The expectation and as reflected in the long-term financial plan is for sales tax, both the 1% and Measure I, to adjust back to a sustainable recovery close to the trendline. The local 1% sales tax is projected to be \$4 million in FY 2023 and Measure I 0.50% sales tax is projected to be \$2.2 million in FY 2023. Both sources are projected to grow modestly between 2% and 3% annually in the forecast.

Property Transfer Tax

Belmont collects a property transfer tax upon the transfer of any property within the City boundaries. This revenue source is driven by both property values and transaction volume. As a general law city, the tax rate that Belmont receives is \$0.55 per \$1,000, or 0.055%, of the sales value. Factoring in historic growth rates and the current economic environment, revenues are projected at \$500,000 in FY 2023, then grows between 2% and 3% annually in the forecast.

Transient Occupancy Tax

Transient occupancy tax (TOT), or hotel room tax, is dependent on both the occupancy levels and room rates of the City's hotel stock. This revenue is largely dependent on the overall health of the economy. In good economic times, both occupancy rates and room rates increase, but during recessionary periods, both go down, which can result in a significant reduction in TOT revenue. In Belmont, the existing hotel stock primarily caters to business travelers. Two new hotels went into operations within the last several years that increased the City's hotel stock by 264 rooms, which expanded the overall tax base.

The COVID-19 pandemic stopped the growth abruptly, and the reactive nature of TOT to the economy was clearly demonstrated with an unprecedented 70% drop in TOT collections in fiscal year 2021. Occupancy rates dropped to single-digits and low two-digits during the pandemic when travel was restricted. As restrictions ease in fiscal year 2022, however, traveling, especially leisure traveling, began to recover. Business travel still lags, and is expected to recover slower especially as many companies are adapting to a hybrid model with virtual meetings. As hotels in Belmont cater mostly to business travelers, this revenue source is projected to stay low and recover slowly. Revenues are projected to be \$2.8 million in FY 2023, with occupancy rates projected at around 60%. In the long-term forecast, revenues will gradually build back to pre-pandemic levels in three years, then the occupancy rates hold steady while room rates are projected to increase by 2% on an annual basis.

Revenue and Expenditure Assumptions

Business License Tax

A business license tax is imposed on all persons or businesses doing business in Belmont. The payment of this tax is required prior to the commencement of business. Business license tax revenues have remained fairly consistent over the past several years. Revenues are projected at \$1.1 million in FY 2023, then grows at a modest 2% annually in the long-term financial plan.

Franchise Fees

The City receives franchise payments from companies providing garbage, electricity, gas, and cable television services. In total, franchise revenue from the garbage service is approximately 55% of the total franchise revenue, electricity and gas service at approximately 20%, and cable television service at approximately 25%. Modest growth is expected from this revenue source, 2% annually in the forecast. For FY 2023, revenues are projected at \$1.5 million.

Intergovernmental

Intergovernmental revenues are grants or reimbursements from other governmental agencies, including other cities, the county, the state, and the federal government. This revenue category also includes a payment from the Sewer Collections Fund for streets access. Based on known grants, reimbursements, and streets access payment, total revenues are projected to be approximately \$242,000 in FY 2023, then grow modestly from there throughout the remainder of the forecast.

Service Charges

Service charges include police charges such as fingerprinting fees, police report fees, and alarm fees. Predominately, however, service charges are funds transferred into the General Fund from other funds to cover the cost of city-wide administration. These costs cover a portion of expenditures related to the operation of the

City Manager's Office, City Attorney's Office, City Clerk, Finance, and Human Resources. Other charges in this revenue category are funds transferred from the Belmont Fire Protection District to cover for the cost of fire-related activities. These activities include fuel reduction and wildfire mitigation efforts provided by the Parks Department, as well as response to fire- and medical-related calls and fire-related code enforcement deficiencies provided by the Police Department. In total, approximately \$4.5 million is projected for service charges in FY 2023. Per best practices, the cost allocation model will be maintained and updated on an annual basis to ensure alignment with the cost of providing administrative services throughout the City.

Fines and Forfeitures

Fines and forfeitures include parking and traffic-related citations. FY 2023 revenues are expected to be \$165,000, and projected to grow modestly throughout the forecast.

Use of Money and Property

This revenue category includes interest earnings on the City's investment portfolio, and lease and rental revenues. The City invests its funds in LAIF, the Local Agency Investment Fund program established by the State. Through the latest reporting period, the City's investment portfolio is earning approximately 0.4 percent. While interest rates have been historically low, projections going forward for



Revenue and Expenditure Assumptions

investment earnings reflect the expectation that the City will gradually begin to earn more on its portfolio through gradually higher interest rates. Projections for lease and rental revenues are based on lease terms and agreement. In total, this category of revenues is expected to generate approximately \$938,000 in FY 2023.

Miscellaneous

This revenue category includes other smaller revenues not attached to other categories. FY 2023 revenues are projected at approximately \$337,000 in FY 2023.

COVID-19 Federal Relief Funding

With the passage of the American Rescue Plan Act (ARPA), federal relief funding was made available to state and local municipalities to help with the economic recovery from COVID-19. This one-time funding is allocated based on population, not in proportion of revenue loss. With a population of about 27,000, Belmont's allocation is \$6.4 million and will be remitted through the State split into two tranches, one at the beginning of FY 2022 and one in FY 2023, as reflected in the ten-year forecast. These funds will be used to help Belmont and those that have been impacted in Belmont to recover from the crisis.

GENERAL FUND EXPENDITURES

Expenditure Estimation Methodology

Similar to the revenue assumptions, expenditure assumptions and projections are reviewed and revised each fiscal year. Unlike revenues, especially tax revenues, General Fund expenditures are largely under the control of the City. Because of that, assumptions for expenditure growth are generally able to be aligned with revenue growth where possible. In cases where an expenditure category is not under control of the City, as is the case for CalPERS pension contributions, the projected increases are treated as nondiscretionary and take precedence in terms of the allocation of resources, limiting the City's flexibility to prioritize where funds are expended. Assumptions for each of the General Fund's expenditure categories are discussed in detail below.

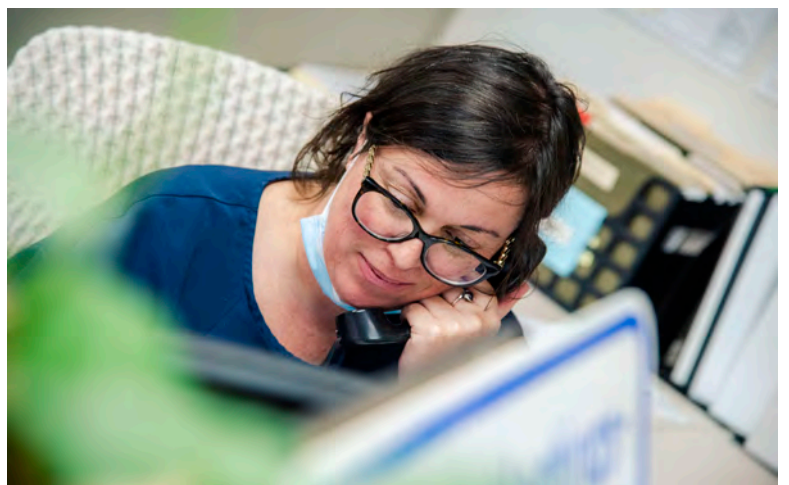
Personnel Costs

Personnel costs represent nearly 60% of total General Fund expenditures, and total \$16.8 million for FY 2023. To best reflect the cost of the personnel expenditure category, the ten-year forecast splits costs into two categories: salaries, and benefits. This allows assumptions for cost increases in the two categories to move independently from one another. Assumptions for the major categories of personnel expenditures are discussed in the detail below.

Increases for salaries and salary-related costs, such as overtime, are initially based on existing contractual agreements or assumptions about the outcome of ongoing and future negotiations. Beyond those contractual assumptions, salary increases were set in

the ten-year forecast based on projected modest salary increases throughout the forecast. It is important to note that these are only projections of possible salary increases and do not reflect the actual salary adjustments that will be made in the future. There are a number of factors that have to be considered related to salary increases in the future, including the City's economic condition, the amount of unassigned fund balance in the General Fund, labor negotiations, and our ability to compete in the market for employees.

As previously discussed, the cost of CalPERS pension contributions is not something the City has control over the way it does over many other expenditures. As a result, the ten-year forecast contains projected increases in the City's contribution rates that were developed by a consulting actuary. These contribution rates, which have been



Revenue and Expenditure Assumptions

adjusted to consider the employees' share of the City's contribution rates, factor in assumptions related to turnover of City employees and the fact that new employees will come in under lower pension formulas. The rates also factor in the most up-to-date information available about the economic and actuarial changes CalPERS has recently implemented, as well as updated investment return results. A couple of the significant factors include:

- The 4.7% actual return on the CalPERS investment portfolio for the fiscal year ended June 30, 2020 which was below the 7.0% target and will impact contribution costs starting in FY 2023.
- The 21.3% actual return on the CalPERS investment portfolio for the fiscal year ended June 30, 2021, which was above the 7.0% target. However, that triggered CalPERS' Funding Risk Mitigation Policy, and as affirmed through the Asset Liability Management process, lowered the discount rate, or expected rate of return, from 7.0% to 6.8%, with impacts to contribution costs starting in FY 2024.
- The change in amortization period from 30 to 20 years that impacted contribution rates starting in FY 2022.

These factors have a significant impact on the City's cost for employee pension benefits, and continue to put pressure on General Fund operations. The City's pension cost in the General Fund is projected to increase from \$3.8 million in FY 2023 to \$4.6 million in FY 2032, and takes up about 15% of total operations. Even though CalPERS generated higher-than-expected returns for the fiscal year ended June 30, 2021, their risk mitigation policy got triggered, which lowered the discount rate from 7.0% to 6.8%. Concurrently, CalPERS went through their process of evaluating its Asset Liability Management (ALM), a formal process that runs on a four-year cycle which included a review of their investment portfolios, retirement plan liabilities, and expected rate of return. From that process, CalPERS affirmed the lowered 6.8% discount rate in November 2021.

With the discount rate, or expected rate of return, at 6.8%, any returns that fall short of this target will create another layer of unfunded pension liability that increase total pension contribution. As of mid-May 2022, investment returns stand at -6.5%. If returns do not meet the target rate by the end of June, pension contribution costs for all CalPERS-contracted agencies, including Belmont, will increase. The further away from the target rate in the negative direction, the higher the increase will be. Pension contribution costs will continue to be monitored carefully, and as more information becomes available, the ten-year financial plan will be updated accordingly.



Overall, the pension cost in the General Fund makes up over 50% of the total cost of employee fringe benefits. Other major costs in this category include medical, dental, and vision premiums paid by the City; Medicare taxes; workers' compensation; and deferred compensation. Medical insurance, which is the second-largest cost in this category, is set in the forecast to increase approximately 5% in FY 2023 and then taper off to approximately 4% annual increase throughout the long-term plan. These assumptions are based on historical trends and assumptions used by the consulting actuary in the valuation of the City's retiree medical plan. For other benefit costs that move with salary increases, such as Medicare taxes, those are set to increase at the same rate as salaries in the ten-year financial plan.

Non-Personnel Costs

The remaining 50% of the General Fund's expenditures consist of non-personnel costs. For the purpose of the ten-year forecast, non-personnel expenditures were broken down into two distinct categories: operating, and transfers out. A brief description of the types of expenditures in each category is provided below.

OPERATING

Operating expenditures, which total \$7.1 million in fiscal year 2023, include spending on a wide variety of expenditure categories related to operation of the City. Some of the major expenditure categories include \$1.6

Revenue and Expenditure Assumptions

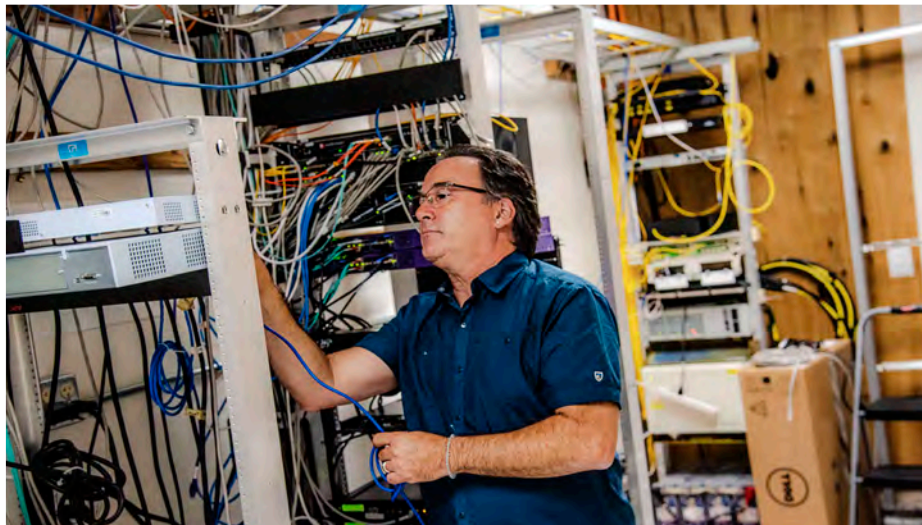
million in professional and contract services, \$318,000 in utilities costs, and \$3.5 million in administrative and other costs.

Professional and contract services include service areas like the annual financial audit, consultants for special studies and staffing assistance, animal control, and maintenance of city parks and trees. Because expenditures in this category are largely within the City's control, the long-term forecast holds the total budget in this category flat for four years before increasing the budget by 5% in year five. The remaining forecast years are then held flat.

Utilities costs include gas, electricity, and water costs. For the ten-year forecast, the annual increase is set at 3%. These increases consider expected growth in costs, which are largely beyond the City's control, although increased conservation efforts can help control expenditure growth in this area.

And finally, the administrative and other expenditures consist of the "rental rate" the departments are charged to cover the cost of funding the replacement of city computers, vehicles, and equipment from the Fleet and Equipment Management Fund. Funds are collected for replacement while the vehicle/equipment is still in use so that adequate funds are available at the time when replacement is necessary.

This expenditure category also includes charges to cover for building maintenance in City facilities from the Facilities Management Fund.



TRANSFER OUT

This category of funding includes the transfers the General Fund makes to various funds to fund ongoing and one-time needs. Ongoing items are to support costs in other funds that are not fully recovered through user fees. They include transfers to support the Recreation Fund, Development Services Fund, Street Maintenance Fund, and the Storm Drainage Fund. Total transfers are approximately \$4.4 million in FY 2023, and increases to \$6.7 million throughout the forecast. Additional detail about the City's funds can be found in the accompanying long-term financial plans in this Fund Information section of the budget document.

MEASURE I

Measure I is the ½-cent transaction and use sales tax that Belmont voters passed in 2016 that became effective in April 2017. This locally-controlled funding source has greatly enhanced the City's ability to invest in roadway repairs. While Measure I is a sub-fund of the General Fund, the sales tax from Measure I and projects funded by Measure I are presented in its own long-term financial plan for tracking purposes.

Measure I sales tax is budgeted at \$2.2 million in FY 2023, and grows between 2% and 3% annually in the forecast. A total of \$11.2 million is included in the five-year capital improvement plan, funding for slurry seal, pavement rehabilitation, and storm drain infrastructure improvements. Measure I revenues will continue to be monitored carefully, and funding adjustments will be made in the long-term financial plan as appropriate.

Resources Over/(Under) Requirements and Fund Balance

The long-term financial forecast includes all known and assumed resource demands. It provides a comprehensive view of the demand for the City's resources and allows Council to prioritize how those resources should be allocated. As demonstrated in the ten-year forecast, the COVID-19 pandemic has impacted revenues

Revenue and Expenditure Assumptions

in Belmont that are slow to recover, as is the case with TOT, a major revenue source in the General Fund. The ARPA federal funding allocation is helping to recover some of the revenue loss, and as demonstrated in the forecast, is boosting the fund balance in FY 2022 and FY 2023. However, that funding is only one-time. Meanwhile, costs for operations remain, and continue to grow throughout the forecast. Ongoing support in the form of fund transfers to other funds that are not achieving cost recovery put further pressure on the General Fund. All this result in a draw down on fund balance and place a strain to maintain operations at current service levels. On top of that, actions from the State that are outside of the City's control is threatening property tax, the General Fund's top revenue source. The long-term plan illustrates that even with the success in mitigating the impact to redevelopment residuals, and even with expenditure reduction strategies such as funding freezes on certain vacant positions, resources are not able to meet demands in each year of the plan from FY 2024 until FY 2032. The fund balance that has been diligently built up over the past several years are getting drawn down through the forecast and will fall below the 33% target reserve level in FY 2031. This depletion of fund balance places significant pressure on operations and threatens provision of services at current levels. That said, the long-term forecast allows the City to foresee structural imbalances, and plan ahead to position itself towards long-term sustainability. A community engagement effort from the spring of 2021 shows that enhancing locally controlled revenues to support fiscal sustainability is a key priority. With this input, the City has begun to identify opportunities to diversify and expand the City's revenue sources, including an update to the business license tax and transient occupancy tax ordinances and rates, and exploring a Community Facilities District formation that will allow new developments to pay its fair share so current service levels are not diluted. Implementing a long-term financial sustainability plan will be the focus of the FY 2024 budget development and beyond.





COME PLAY WITH US



CITY OF BELMONT
ARTS & RECREATION

CITY OF BELMONT

UKS



SPECIAL REVENUE



205 Recreation

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	-	20,507	(15,046)	39,458	35,228	70,434	43,189
Revenues							
Intergovernmental	65,635	72,440	60,000	61,200	62,424	63,672	64,946
Service Charges	1,005,105	1,679,915	1,930,480	1,969,090	2,008,471	2,048,641	2,089,614
Use of Money and Property	(1,007)	(823)	(839)	(839)	(839)	(839)	(839)
Miscellaneous	6,342	6,263	12,000	12,240	12,485	12,734	12,989
Total Revenues	1,076,074	1,757,795	2,001,641	2,041,691	2,082,541	2,124,209	2,166,710
Expenditures							
Personnel	1,722,850	1,832,552	2,184,100	2,249,623	2,317,112	2,386,625	2,458,224
Operating	830,128	1,045,796	1,663,037	1,696,298	1,730,224	1,764,828	1,800,125
Total Expenditures	2,552,978	2,878,348	3,847,137	3,945,921	4,047,335	4,151,453	4,258,349
Transfer In	1,497,411	1,085,000	1,900,000	1,900,000	2,000,000	2,000,000	2,100,000
Ending Fund Balance	20,507	(15,046)	39,458	35,228	70,434	43,189	51,550

206 Library Maintenance and Operation

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	1,033,288	962,402	841,065	424,810	296,328	160,393	16,768
Revenues							
Taxes	303,706	302,838	302,838	305,866	308,925	312,014	315,134
Use of Money and Property	3,365	1,267	1,292	1,318	1,344	1,371	1,399
Total Revenues	307,071	304,105	304,130	307,184	310,269	313,385	316,533
Expenditures							
Personnel	190,150	191,905	177,281	182,600	188,078	193,720	199,532
Operating	187,805	233,537	284,104	253,066	258,127	263,290	268,556
Total Expenditures	377,955	425,442	425,385	435,666	446,205	457,010	468,087
Capital Improvement Plan	-	-	295,000	-	-	-	-
Ending Fund Balance	962,402	841,065	424,810	296,328	160,393	16,768	(134,786)

207 Athletic Field Maintenance

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	324,158	377,267	365,062	185,628	96,405	107,398	118,611
Revenues							
Intergovernmental	-	-	-	-	1,000,000	-	-
Service Charges	52,760	77,000	90,000	91,800	93,636	95,509	97,419
Use of Money and Property	1,163	555	566	577	589	601	613
Miscellaneous	50,282	5,000	-	-	1,000,000	-	-
Total Revenues	104,114	82,555	90,566	92,377	2,094,225	96,109	98,032
Expenditures							
Operating	51,006	70,000	80,000	81,600	83,232	84,897	86,595
Total Expenditures	51,006	70,000	80,000	81,600	83,232	84,897	86,595
Capital Improvement Plan	-	24,760	190,000	100,000	2,000,000	-	-
Ending Fund Balance	377,267	365,062	185,628	96,405	107,398	118,611	130,048

208 City Trees

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	362,349	326,409	297,745	234,731	200,926	166,317	130,890
Revenues							
Service Charges	11,552	10,000	10,000	10,500	11,025	11,576	12,155
Use of Money and Property	1,187	444	453	467	481	495	510
Total Revenues	12,739	10,444	10,453	10,967	11,506	12,071	12,665
Expenditures							
Personnel	29,510	29,108	33,467	34,471	35,505	36,571	37,668
Operating	19,169	10,000	40,000	10,300	10,609	10,927	11,255
Total Expenditures	48,678	39,108	73,467	44,771	46,114	47,498	48,923
Ending Fund Balance	326,409	297,745	234,731	200,926	166,317	130,890	94,632

209 Senior Services Donation

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST
Beginning Fund Balance	85,863	86,273	89,481	93,609
Revenues				
Use of Money and Property	292	125	128	131
Miscellaneous	117	3,083	4,000	4,000
Total Revenues	410	3,208	4,128	4,131
Ending Fund Balance	86,273	89,481	93,609	97,740

210 Development Services

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	-	416,819	1,084,263	934,311	763,512	542,274	269,077
Revenues							
Licenses and Permits	2,125,169	2,014,779	1,858,000	1,938,600	1,992,576	2,048,088	2,105,179
Service Charges	2,071,817	3,054,548	2,159,000	2,202,180	2,246,224	2,291,148	2,336,971
Use of Money and Property	1,983	2,372	2,419	2,468	2,517	2,568	2,619
Miscellaneous	13,287	8,200	8,200	8,364	8,531	8,702	8,876
Total Revenues	4,212,256	5,079,898	4,027,619	4,151,612	4,249,848	4,350,505	4,453,645
Expenditures							
Personnel	2,459,294	3,021,331	3,128,863	3,222,729	3,319,410	3,418,993	3,521,563
Operating	1,728,848	1,891,124	2,548,708	2,599,682	2,651,676	2,704,709	2,758,804
Total Expenditures	4,188,141	4,912,455	5,677,571	5,822,411	5,971,086	6,123,702	6,280,366
Transfer In	392,705	500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,600,000
Ending Fund Balance	416,819	1,084,263	934,311	763,512	542,274	269,077	42,356

212 General Plan Maintenance

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	407,621	738,132	1,120,748	591,366	267,241	18,279	69,384
Revenues							
Intergovernmental	10,000	-	-	-	-	-	-
Service Charges	376,431	496,441	500,000	510,000	520,200	530,604	541,216
Use of Money and Property	1,678	1,175	1,199	1,223	1,247	1,272	1,298
Miscellaneous	30,000	-	-	-	-	-	-
Total Revenues	418,109	497,616	501,199	511,223	521,447	531,876	542,514
Expenditures							
Personnel	-	-	325,581	335,348	345,409	355,771	366,444
Operating	87,598	115,000	705,000	500,000	500,000	125,000	125,000
Total Expenditures	87,598	115,000	1,030,581	835,348	845,409	480,771	491,444
Transfer Out	-	-	-	-	75,000	-	-
Ending Fund Balance	738,132	1,120,748	591,366	267,241	18,279	69,384	120,454

223 Belmont Fire Protection District

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	13,405,276	15,403,495	15,593,014	17,881,275	20,467,623	23,169,980	25,919,342
Revenues							
Property Tax	12,871,017	11,849,962	14,519,084	15,207,286	15,858,639	16,464,921	17,095,128
Intergovernmental	64,290	64,290	64,290	65,576	66,887	68,225	69,590
Use of Money and Property	(21,439)	14,455	17,502	17,852	18,209	18,573	18,945
Miscellaneous	102,097	7,201	5,000	5,100	5,202	5,306	5,412
Total Revenues	13,015,966	11,935,908	14,605,876	15,295,814	15,948,937	16,557,026	17,189,074
Expenditures							
Legacy Benefits	1,841,371	1,844,610	1,975,689	1,912,940	1,974,373	2,037,702	2,103,015
Operating	9,176,375	9,808,959	10,341,926	10,796,526	11,272,207	11,769,962	12,290,832
Total Expenditures	11,017,747	11,653,569	12,317,615	12,709,466	13,246,580	13,807,664	14,393,847
Capital Improvement Plan	-	92,820	-	-	-	-	-
Ending Fund Balance	15,403,495	15,593,014	17,881,275	20,467,623	23,169,980	25,919,342	28,714,570
Capital Reserve	7,500,000	10,000,000	11,250,000	12,500,000	13,125,000	13,781,250	14,470,313
Remaining Fund Balance	7,903,495	5,593,014	6,631,275	7,967,623	10,044,980	12,138,092	14,244,257

225 Public Safety Grants

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST
Beginning Fund Balance	35,448	35,100	32,480	27,529
Revenues				
Use of Money and Property	120	48	49	50
Total Revenues	120	48	49	50
Expenditures				
Operating	469	2,668	5,000	5,100
Total Expenditures	469	2,668	5,000	5,100
Ending Fund Balance	35,100	32,480	27,529	22,479

227 Supplemental Law Enforcement

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST
Beginning Fund Balance	2,791	-	907	15,024
Revenues				
Intergovernmental	156,727	158,000	158,000	161,160
Use of Money and Property	(71)	(20)	(20)	(20)
Total Revenues	156,655	157,980	157,980	161,140
Expenditures				
Personnel	163,409	192,430	115,627	119,095
Operating	60,942	44,643	48,236	49,201
Total Expenditures	224,351	237,073	163,863	168,296
Transfer In	64,904	80,000	20,000	-
Ending Fund Balance	-	907	15,024	7,868

231 Street Maintenance

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	945,792	711,188	661,215	587,838	217,722	51,246	80,914
Revenues							
Intergovernmental	1,239,085	1,021,753	778,700	792,033	806,107	814,757	821,378
Service Charges	885,587	560,177	581,078	591,559	601,492	611,221	620,354
Use of Money and Property	1,803	379	387	395	403	411	419
Miscellaneous	633	400	-	-	-	-	-
Total Revenues	2,127,108	1,582,709	1,360,165	1,383,986	1,408,001	1,426,389	1,442,151
Expenditures							
Personnel	1,114,972	893,019	1,232,877	1,529,423	1,575,306	1,622,565	1,671,242
Operating	1,246,740	1,239,664	1,200,665	1,224,679	1,249,172	1,274,156	1,299,639
Total Expenditures	2,361,712	2,132,683	2,433,542	2,754,102	2,824,478	2,896,720	2,970,880
Transfer In	-	500,000	1,000,000	1,000,000	1,250,000	1,500,000	1,500,000
Ending Fund Balance	711,188	661,215	587,838	217,722	51,246	80,914	52,185

232 Road Maintenance and Rehabilitation Account Street Project

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	587,977	323,437	223,697	59,072	194,656	363,858	573,129
Revenues							
Intergovernmental	492,931	548,260	603,375	633,544	667,122	707,149	758,064
Use of Money and Property	2,380	2,000	2,000	2,040	2,081	2,122	2,165
Total Revenues	495,311	550,260	605,375	635,584	669,202	709,271	760,228
Capital Improvement Plan	759,851	650,000	770,000	500,000	500,000	500,000	500,000
Ending Fund Balance	323,437	223,697	59,072	194,656	363,858	573,129	833,358

233 Measure W

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	-	249,587	1,212,234	1,443,808	1,483,218	1,520,627	1,556,192
Reallocated Balance from Street Improvement Fund Revenues	329,043	-	-	-	-	-	-
Intergovernmental	-	840,000	160,000	-	-	-	-
Taxes	320,610	371,729	391,059	398,880	406,858	414,995	423,295
Use of Money and Property	(65)	505	515	530	551	571	598
Total Revenues	320,544	1,212,234	551,574	399,410	407,408	415,566	423,893
Capital Improvement Plan	-	-	320,000	360,000	370,000	380,000	390,000
Transfer Out	400,000	-	-	-	-	-	-
Ending Fund Balance	249,587	1,212,234	1,443,808	1,483,218	1,520,627	1,556,192	1,590,086

234 Street Improvement

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	682,742	2,161,085	875,083	91,737	96,243	618,139	1,457,773
Revenues							
Taxes	705,935	850,152	867,155	900,107	918,109	936,471	955,201
Intergovernmental	102,232	1,554,555	618,500	52,530	53,581	54,652	55,745
Use of Money and Property	4,234	3,468	3,537	3,608	3,680	3,753	3,829
Miscellaneous	1,155,242	100,000	100,000	75,000	50,000	50,000	50,000
Total Revenues	1,967,642	2,508,175	1,589,192	1,031,245	1,025,370	1,044,877	1,064,774
Expenditures							
Operating	60,804	61,177	85,038	86,739	88,474	90,243	92,048
Total Expenditures	60,804	61,177	85,038	86,739	88,474	90,243	92,048
Capital Improvement Plan	499,452	3,733,000	2,287,500	940,000	415,000	115,000	115,000
Transfer In	400,000	-	-	-	-	-	-
Reallocate Balance for Creation of Measure W Fund	329,043	-	-	-	-	-	-
Ending Fund Balance	2,161,085	875,083	91,737	96,243	618,139	1,457,773	2,315,499

237 Traffic Impact

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	-	-	214,183	1,028,370	2,028,561	2,628,755	2,728,954
Revenues							
Service Charges	-	214,000	814,000	1,000,000	600,000	100,000	100,000
Use of Money and Property	-	183	187	191	195	198	202
Total Revenues	-	214,183	814,187	1,000,191	600,195	100,198	100,202
Ending Fund Balance	-	214,183	1,028,370	2,028,561	2,628,755	2,728,954	2,829,156

239 Public Art

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	-	-	395,227	711,227	1,333,547	1,668,314	2,009,775
Revenues							
Service Charges	-	395,227	315,000	621,300	333,726	340,401	347,209
Use of Money and Property	-	-	1,000	1,020	1,040	1,061	1,082
Total Revenues	-	395,227	316,000	622,320	334,766	341,462	348,291
Ending Fund Balance	-	395,227	711,227	1,333,547	1,668,314	2,009,775	2,358,066

275 Affordable Housing

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST
Beginning Fund Balance	3,618,577	3,687,918	3,078,365	7,068,672
Revenues				
Intergovernmental	-	-	310,000	-
Miscellaneous	510	7,500	-	-
Use of Money and Property	284,721	81,078	81,081	81,084
Other Financing Sources	-	-	3,900,000	-
Total Revenues	285,231	88,578	4,291,081	81,084
Expenditures				
Operating	215,889	698,131	300,774	306,789
Total Expenditures	215,889	698,131	300,774	306,789
Ending Fund Balance	3,687,918	3,078,365	7,068,672	6,842,967

277 Inclusionary Housing

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	1,043,767	162,726	284,726	1,077,726	1,692,786	1,845,907	1,999,091
Revenues							
Service Charges	44,535	120,000	790,000	3,612,000	150,000	150,000	150,000
Use of Money and Property	74,424	2,000	3,000	3,060	3,121	3,184	3,247
Total Revenues	118,959	122,000	793,000	3,615,060	153,121	153,184	153,247
Expenditures							
Operating	1,000,000	-	-	3,000,000	-	-	-
Total Expenditures	1,000,000	-	-	3,000,000	-	-	-
Ending Fund Balance	162,726	284,726	1,077,726	1,692,786	1,845,907	1,999,091	2,152,338

* Fund balance is reduced by \$2.2 million to reflect loans receivable that is not available for appropriation.

RIGHT LANE
MUST
TURN RIGHT
EXCEPT
BUSES





CAPITAL PROJECTS

308 General Facilities

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	1,020,074	827,229	722,320	388,283	184,165	79,965	75,681
Revenues							
Intergovernmental	-	-	36,000	-	-	-	-
Use of Money and Property	3,292	1,089	1,111	1,133	1,156	1,179	1,203
Miscellaneous	5,561	-	-	-	-	-	-
Total Revenues	8,853	1,089	37,111	1,133	1,156	1,179	1,203
Expenditures							
Operating	8,273	8,498	5,148	5,251	5,356	5,463	5,572
Total Expenditures	8,273	8,498	5,148	5,251	5,356	5,463	5,572
Capital Improvement Plan	193,425	97,500	366,000	200,000	400,000	-	-
Transfer In	-	-	-	-	300,000	-	-
Ending Fund Balance	827,229	722,320	388,283	184,165	79,965	75,681	71,311

310 Infrastructure Repair

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	2,816,035	2,302,012	3,820,532	2,478,750	540,032	43,380	46,795
Revenues							
Intergovernmental	300,000	247,500	1,213,334	4,100,000	3,351,000	-	-
Use of Money and Property	9,640	3,155	3,218	3,282	3,348	3,415	3,483
Miscellaneous	-	300,000	-	-	-	-	-
Total Revenues	309,640	550,655	1,216,552	4,103,282	3,354,348	3,415	3,483
Capital Improvement Plan	823,663	418,000	2,558,334	6,042,000	4,351,000	1,000,000	1,000,000
Transfer In	-	1,385,865	-	-	500,000	1,000,000	1,000,000
Ending Fund Balance	2,302,012	3,820,532	2,478,750	540,032	43,380	46,795	50,279

312 Comcast

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	372,685	362,508	428,186	308,711	309,247	309,793	310,350
Revenues							
Service Charges	-	65,163	-	-	-	-	-
Use of Money and Property	1,252	515	525	536	546	557	568
Total Revenues	1,252	65,678	525	536	546	557	568
Capital Improvement Plan	11,429	-	120,000	-	-	-	-
Ending Fund Balance	362,508	428,186	308,711	309,247	309,793	310,350	310,918

341 Planned Park

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	4,660,027	357,457	1,999,833	2,649,584	1,928,290	1,455,930	732,483
Revenues							
Service Charges	30,450	-	400,000	-	250,000	-	250,000
Use of Money and Property	9,654	43	44	45	46	47	48
Miscellaneous	100	-	-	-	-	-	-
Total Revenues	40,204	43	400,044	45	250,046	47	250,048
Expenditures							
Operating	63,191	63,667	52,293	53,339	54,406	55,494	56,604
Debt Service	668,000	668,000	668,000	668,000	668,000	668,000	668,000
Total Expenditures	731,191	731,667	720,293	721,339	722,406	723,494	724,604
Capital Improvement Plan	3,611,583	126,000	30,000	-	-	-	-
Transfer In	-	2,500,000	1,000,000	-	-	-	-
Ending Fund Balance	357,457	1,999,833	2,649,584	1,928,290	1,455,930	732,483	257,927

342 Park Impact Fees


FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	362,708	1,397,020	176,108	1,830,106	4,093,175	4,095,284	4,817,437
Revenues							
Intergovernmental	-	-	194,570	-	-	3,000,000	-
Service Charges	1,032,853	1,574,000	2,617,400	2,511,000	500,000	1,000,000	500,000
Use of Money and Property	1,458	1,988	2,028	2,069	2,110	2,152	2,195
Miscellaneous	-	10,000	-	-	-	-	-
Total Revenues	1,034,311	1,585,988	2,813,998	2,513,069	502,110	4,002,152	502,195
Capital Improvement Plan	-	306,900	160,000	250,000	500,000	3,250,000	125,000
Transfer Out	-	2,500,000	1,000,000	-	-	30,000	50,000
Ending Fund Balance	1,397,020	176,108	1,830,106	4,093,175	4,095,284	4,817,437	5,144,632

343 Open Space

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	234,605	206,237	154,043	108,943	63,301	17,106	347
Revenues							
Use of Money and Property	769	271	276	282	287	293	299
Miscellaneous	6,001	-	-	-	-	-	-
Total Revenues	6,770	271	276	282	287	293	299
Expenditures							
Operating	29,205	17,465	27,376	27,924	28,482	29,052	29,633
Total Expenditures	29,205	17,465	27,376	27,294	28,482	29,052	29,633
Capital Improvement Plan	5,933	35,000	18,000	18,000	18,000	18,000	18,000
Transfer In	-	-	-	-	-	30,000	50,000
Ending Fund Balance	206,237	154,043	108,943	63,301	17,106	347	3,014

704 Special Assessment District

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	306,562	307,605	308,042	308,488	308,943	309,407	309,880
Revenues							
Use of Money and Property	1,043	437	446	455	464	473	483
Total Revenues	1,043	437	446	455	464	473	483
Ending Fund Balance	307,605	308,042	308,488	308,943	309,407	309,880	310,363

A photograph of the Belmont Library entrance. The entrance is framed by a wooden pergola structure with horizontal slats. The walls are made of light-colored stone. A gold-colored sign with black text is mounted on the stone wall. The sign reads "BELMONT LIBRARY".

BELMONT
LIBRARY

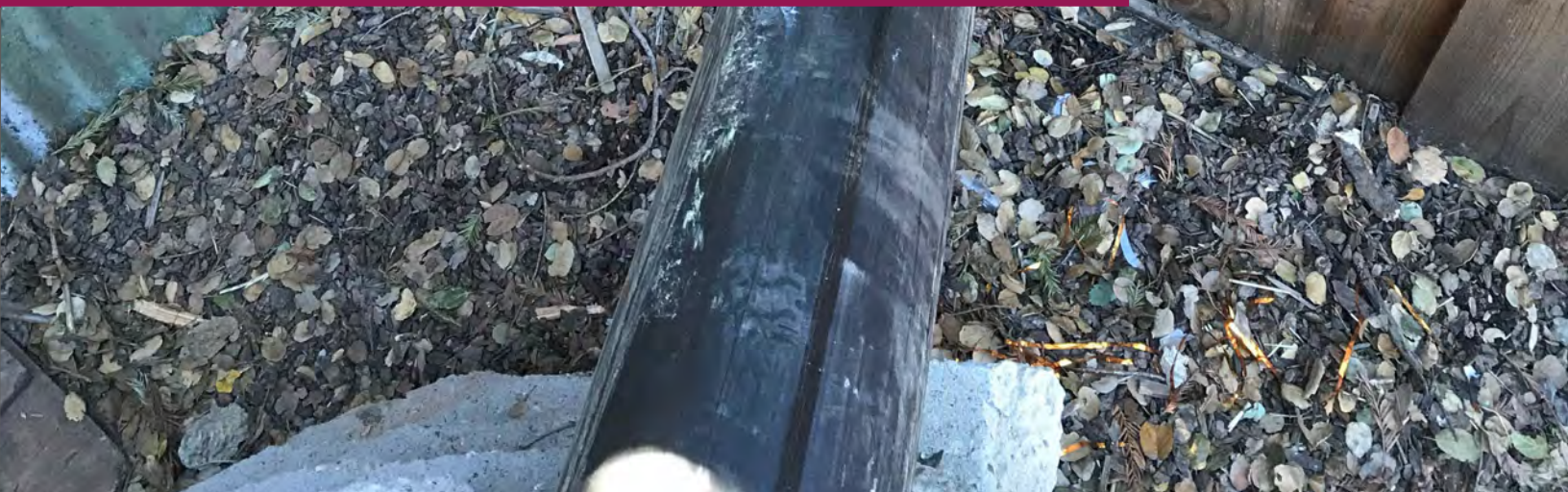
DEBT SERVICE

406 Library Bond Debt Service

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST
Beginning Fund Balance	262,525	266,928	261,880	251,118
Revenues				
Taxes	675,991	674,058	674,058	680,799
Use of Money and Property	17	2	2	2
Total Revenues	676,008	674,060	674,060	680,801
Expenditures				
Operating	41,261	49,177	51,597	52,629
Debt Service	630,344	629,931	633,225	630,225
Total Expenditures	671,605	679,108	684,822	682,854
Ending Fund Balance	266,928	261,880	251,118	249,065



ENTERPRISE



501-505 Sewer Collections

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	14,443,229	20,034,479	23,950,680	23,624,811	23,036,024	24,826,890	25,500,409
Revenues							
Service Charges	16,273,536	16,150,684	15,685,619	16,105,134	16,061,672	16,066,178	16,070,774
Use of Money and Property	86,057	89,439	95,421	97,329	99,276	101,262	103,287
Miscellaneous	125	-	-	-	-	-	-
Total Revenues	16,359,718	16,240,123	15,781,040	16,202,463	16,160,948	16,167,439	16,174,060
Expenditures							
Personnel	1,478,447	1,555,159	1,742,368	1,794,639	1,848,478	1,903,933	1,961,051
Operating and Debt Service	8,470,299	7,845,763	8,001,542	8,066,611	8,246,604	8,429,987	8,621,651
Total Expenditures	9,948,745	9,400,922	9,743,910	9,861,250	10,095,083	10,333,920	10,582,701
Capital Improvement Plan	811,389	2,693,000	5,300,000	6,720,000	3,815,000	5,000,000	1,900,000
Transfer Out	8,334	230,000	1,063,000	210,000	460,000	160,000	460,000
Ending Fund Balance	20,034,479	23,950,680	23,624,811	23,036,024	24,826,890	25,500,409	28,731,768

507 Sewer Treatment Facility

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	22,464,351	19,385,263	16,588,905	15,467,566	15,502,311	15,566,777	15,662,666
Revenues							
Service Charges	3,181,962	3,142,679	3,142,679	3,174,106	3,205,847	3,237,905	3,270,284
Use of Money and Property	25,571	9,706	9,945	10,144	10,347	10,554	10,765
Total Revenues	3,207,533	3,152,385	3,152,624	3,184,250	3,216,194	3,248,459	3,281,049
Expenditures							
Operating and Debt Service	1,370,917	2,898,743	2,936,581	2,971,080	2,330,353	2,331,195	2,332,751
Capital Outlay	4,915,703	3,050,000	1,337,382	178,425	821,375	821,375	821,375
Total Expenditures	6,286,621	5,948,743	4,273,963	3,149,505	3,151,728	3,152,570	3,154,126
Ending Fund Balance	19,385,263	16,588,905	15,467,566	15,502,311	15,566,777	15,662,666	15,789,589

525 Storm Drainage

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	4,576,611	3,584,850	2,744,828	2,023,414	1,242,531	834,228	497,686
Revenues							
Service Charges	968,968	1,011,462	1,088,346	1,078,771	1,102,654	1,127,167	1,152,330
Use of Money and Property	8,223	1,543	1,574	1,605	1,638	1,670	1,704
Miscellaneous	78,920	54,094	51,500	52,530	53,581	54,652	55,745
Total Revenues	1,056,112	1,067,099	1,141,420	1,132,907	1,157,872	1,183,490	1,209,779
Expenditures							
Personnel	896,966	782,803	828,091	852,934	878,522	904,878	932,024
Operating	1,150,908	1,124,318	1,034,743	1,060,855	1,087,653	1,115,153	1,143,377
Total Expenditures	2,047,874	1,907,121	1,862,834	1,913,790	1,966,175	2,020,031	2,075,401
Capital Improvement Plan	8,334	230,000	1,063,000	210,000	460,000	160,000	460,000
Transfer In	8,334	230,000	1,063,000	210,000	860,000	660,000	960,000
Ending Fund Balance	3,584,850	2,744,828	2,023,414	1,242,531	834,228	497,686	132,065

530 Solid Waste

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	1,538,689	1,581,722	1,642,112	1,633,147	1,636,800	1,642,596	1,650,638
Revenues							
Intergovernmental	-	20,580	-	-	-	-	-
Service Charges	489,560	514,634	544,705	571,940	589,098	606,771	624,975
Use of Money and Property	6,222	2,764	2,819	2,875	2,933	2,992	3,051
Total Revenues	495,782	537,978	547,524	574,816	592,031	609,763	628,026
Expenditures							
Personnel	291,432	304,668	354,380	365,011	375,961	387,240	398,857
Operating	161,316	172,920	202,109	206,152	210,275	214,480	218,770
Total Expenditures	452,748	477,588	556,489	571,163	586,236	601,720	617,627
Ending Fund Balance	1,581,722	1,642,112	1,633,147	1,636,800	1,642,596	1,650,638	1,661,037



TOMI

Nicc

AUTO CRANE

LJ5A35

GO GREEN



INTERNAL SERVICE

570 Workers' Compensation

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	801,258	1,337,049	1,495,322	1,485,061	1,462,421	1,427,067	1,377,943
Revenues							
Service Charges	730,321	693,450	681,232	700,988	722,017	743,678	765,988
Use of Money and Property	4,107	1,968	2,007	2,047	2,088	2,130	2,172
Miscellaneous	-	20,058	15,000	15,000	15,000	15,000	15,000
Total Revenues	734,428	715,476	698,239	718,035	739,105	760,808	783,161
Expenditures							
Insurance and Claims	194,212	552,728	704,000	735,950	769,498	804,722	841,708
Operating	4,426	4,475	4,500	4,725	4,961	5,209	5,470
Total Expenditures	198,638	557,203	708,500	740,675	774,459	809,932	847,178
Ending Fund Balance	1,337,049	1,495,322	1,485,061	1,462,421	1,427,067	1,377,943	1,313,926

571 Liability Insurance

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	2,741,342	3,374,826	3,217,656	2,853,026	2,583,095	2,416,111	2,315,961
Revenues							
Service Charges	1,085,399	478,959	700,000	805,000	925,750	1,110,900	1,333,080
Use of Money and Property	5,101	2,603	2,655	2,708	2,762	2,818	2,874
Miscellaneous	22,536	54,878	-	-	-	-	-
Total Revenues	1,113,036	536,440	702,655	807,708	928,512	1,113,718	1,335,954
Expenditures							
Insurance and Claims	342,577	479,285	771,874	780,320	796,230	812,617	829,495
Operating	136,976	214,325	295,411	297,319	299,266	401,251	403,276
Total Expenditures	479,553	693,610	1,067,285	1,077,639	1,095,495	1,213,868	1,232,771
Ending Fund Balance	3,374,826	3,217,656	2,853,026	2,583,095	2,416,111	2,315,961	2,419,144

572 Self-Funded Vision

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	-	-	1,802	-	-	-	-
Revenues							
Service Charges	10,621	10,726	2,964	2,964	2,964	2,964	2,964
Use of Money and Property	40	45	10	-	-	-	-
Total Revenues	10,661	10,771	2,974	2,964	2,964	2,964	2,964
Expenditures							
Operating	13,786	8,968	4,776	2,964	2,964	2,964	2,964
Total Expenditures	13,786	8,968	4,776	2,964	2,964	2,964	2,964
Transfer In	3,125	-	-	-	-	-	-
Ending Fund Balance	-	1,802	-	-	-	-	-

573 Fleet and Equipment Management

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	4,142,041	5,830,794	6,043,280	5,898,853	4,242,045	5,263,454	2,083,391
Revenues							
Service Charges	5,243,734	5,074,775	4,434,210	4,559,617	4,650,809	4,743,826	4,838,702
Use of Money and Property	11,820	7,742	7,897	8,055	8,216	8,380	8,548
Miscellaneous	1,295	2,050	2,050	2,091	2,133	2,175	2,219
Other Financing Sources	6,470	17,408	10,000	10,200	10,404	10,612	10,824
Total Revenues	5,263,319	5,101,975	4,454,157	4,579,963	4,671,562	4,764,994	4,860,293
Expenditures							
Personnel	1,392,236	1,403,598	1,498,963	1,543,003	1,589,293	1,636,972	1,686,081
Operating	1,891,007	1,685,191	1,880,121	1,917,723	1,956,078	1,995,199	2,035,103
Capital Outlay	92,901	590,700	589,500	2,726,045	104,782	312,885	265,131
Total Expenditures	3,376,144	3,679,489	3,968,584	6,186,772	3,650,153	3,945,057	3,986,316
Capital Improvement Plan	198,423	210,000	630,000	50,000	-	4,000,000	-
Transfer Out	-	1,000,000	-	-	-	-	-
Ending Fund Balance	5,830,794	6,043,280	5,898,853	4,242,045	5,263,454	2,083,391	2,957,369

574 Facilities Management

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	205,806	41,198	606,833	476,523	388,326	291,394	185,313
Revenues							
Service Charges	1,485,409	1,485,411	1,916,327	1,954,654	1,993,747	2,033,622	2,074,294
Use of Money and Property	59,132	177,663	282,000	287,640	293,393	299,261	305,246
Total Revenues	1,544,541	1,663,074	2,198,327	2,242,294	2,287,139	2,332,882	2,379,540
Expenditures							
Personnel	703,258	747,487	774,358	797,127	821,040	845,672	871,042
Operating	1,090,294	1,324,952	1,454,278	1,483,364	1,513,031	1,543,292	1,574,158
Total Expenditures	1,793,552	2,072,439	2,228,636	2,280,491	2,334,072	2,388,964	2,445,199
Capital Improvement Plan	34,301	25,000	100,000	50,000	50,000	50,000	-
Transfer In	118,704	1,000,000	-	-	-	-	-
Ending Fund Balance	41,198	606,833	476,523	388,326	291,394	185,313	119,653

575 Benefit Prefunding

FINANCIALS	FY 2021 ACTUALS	FY 2022 ESTIMATES	FY 2023 ADOPTED BUDGET	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST	FY 2027 FORECAST
Beginning Fund Balance	1,552,027	1,396,120	1,008,829	1,170,172	1,306,945	1,469,669	1,609,897
Revenues							
Service Charges	1,492,034	1,314,117	1,471,409	1,514,080	1,559,502	1,606,287	1,654,476
Use of Money and Property	4,959	1,671	1,704	1,738	1,773	1,808	1,844
Total Revenues	1,496,993	1,315,788	1,473,113	1,515,818	1,561,275	1,608,096	1,656,320
Expenditures							
Operating	95,854	112,786	120,619	134,659	125,084	139,446	129,721
OPEB/ADP	1,557,046	1,340,293	941,151	969,386	998,467	1,028,421	1,059,274
Severance Trust	-	250,000	250,000	275,000	275,000	300,000	300,000
Total Expenditures	1,652,900	1,703,079	1,311,770	1,379,045	1,398,551	1,467,867	1,488,995
Ending Fund Balance	1,396,120	1,008,829	1,170,172	1,306,945	1,469,669	1,609,897	1,777,223





BARRETT



CAPITAL
IMPROVEMENT PROGRAM

CENTER

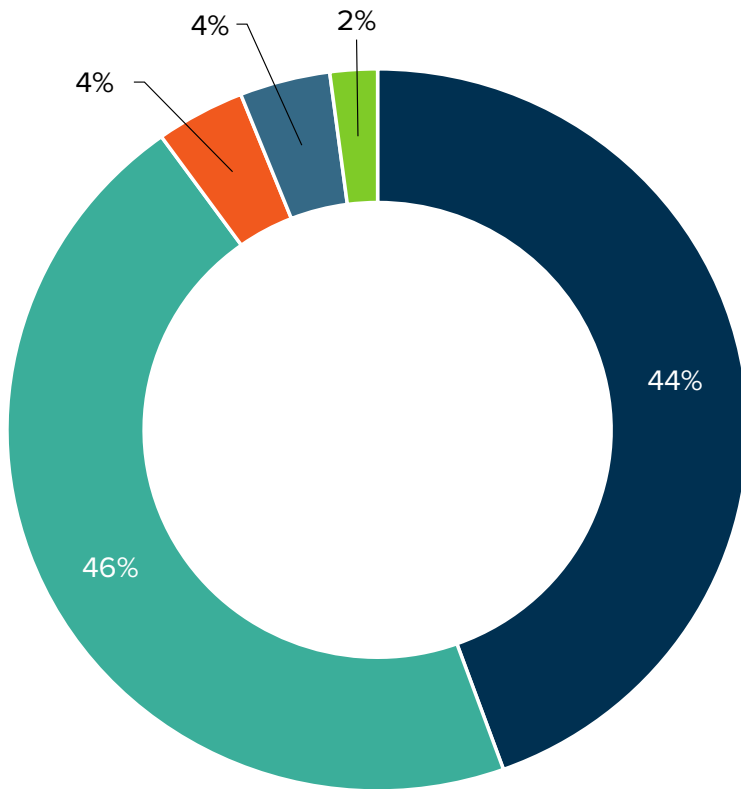


ACADEMY

STOP

NO PARKING
EXCEPT FOR
CITY OF BIRMINGHAM

FY 2023 Capital Improvement Program



STREETS \$8.8M

Includes Measure I, Measure A and Measure W Improvement Projects, general street improvements and RMRA street projects.

FACILITIES \$760K

Includes improvements to recreational and general facilities, and facilities management.

SEWER/STORM \$8.6M

Includes improvements to the sewer infrastructure and storm drainage systems.

PARKS/OPEN SPACE \$400K

Includes Library maintenance and operations, planned park development, open space maintenance/improvements and maintenance of athletic fields.

TECHNOLOGY \$750K

Includes improvements to communication infrastructure, fleet and equipment.

The City includes the cost of all acquisition, construction, expansion or rehabilitation of its physical plant and facilities in the Capital Improvement Budget. At present, the City faces an aging infrastructure dilemma with hundreds of millions of dollars in street and storm drain infrastructure needs alone, in addition to deferred maintenance needs for the City’s facilities and parks. It’s well understood that the City’s assets will remain in good condition with periodic investments, and will move to poor condition when they are not, at significantly greater cost in the future.

With 70 miles of street pavement which has an average rating of “fair” condition and 28 miles of storm drain pipes, many of which are deficient, the task of addressing the backlog of deferred maintenance is formidable. Nonetheless, the FY 2023 Budget, strengthened with continued funding from Measure I, Measure W, and the Road Repair and Accountability Act of 2017, takes meaningful steps towards improving this situation by funding a number of important infrastructure projects.

The City’s five-year CIP plan is \$72.7 million, with the CIP budget for FY 2023 at \$19.3 million. The chart above shows allocation of the CIP budget in FY 2023 to the different categories.

FY 2023 CAPITAL PROJECTS EXCEEDING \$1 MILLION

PROJECT		FY 2023 FUNDING	PROJECTED 5-YEAR COST
Measure I	<i>2023 Pavement Reconstruction Project</i>	\$3,294,000	\$3,294,000
Infrastructure	<i>Street Pavement Project</i>	\$1,000,000	\$5,000,000
Sewer	<i>Pump Station Rehabilitation</i>	\$1,000,000	\$1,000,000
	<i>Hiller Pump Station Rehabilitation Projects</i>	\$2,000,000	\$2,000,000

CIP Project Listing

Fund	Fund Description	Project #	Description
102	Measure I		
		3101	Street Improvements Measure I
		3107	2022 Pavement Rehabilitation Project
		3108	2023 Pavement Reconstruction Project
		3111	2024 Pavement Reconstruction Project
		3116	Ralston Segment 3 Re-Pavement Project
		3117	2025 Pavement Rehabilitation Project
		3118	2026 Pavement Rehabilitation Project
		3119	2027 Pavement Slurry Project
		6020	Measure I Storm Project
			Total Measure I
206	Library Maintenance & Operations		
		8087	Library Flooring Replacement
		8108	Belmont Library Painting
			Total Library Maintenance & Operations
207	Athletic Field Maintenance		
		8059	McDougal Field Improvements
		8060	Belmont Sports Complex Lighting - South & Marina Fields
		8061	Belmont Sports Complex North Field Netting
		8062	Belmont Sports Complex Concession & Scorebooth Roof Replacement
			Total Athletic Field Maintenance
232	RMRA		
		3113	2022 RMRA Pavement Rehabilitation Project
		3115	RMRA Pavement Rehabilitation & Slurry Projects
			Total RMRA
233	Measure W		
		3300	Measure W Pavement Rehabilitation and Slurry Projects
			Total Measure W

CIP Project Listing

FY 2023 Adopted	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned
60,000	60,000	60,000	60,000	60,000
800,000	-	-	-	-
3,294,000	-	-	-	-
-	940,000	-	-	-
250,000	-	-	-	-
-	-	1,500,000	-	-
-	-	-	1,800,000	-
-	-	-	-	900,000
645,000	220,000	200,000	220,000	170,000
5,049,000	1,220,000	1,760,000	2,080,000	1,130,000
200,000	-	-	-	-
95,000	-	-	-	-
295,000	-	-	-	-
-	100,000	2,000,000	-	-
90,000	-	-	-	-
10,000	-	-	-	-
10,000	-	-	-	-
190,000	100,000	2,000,000	-	-
270,000	-	-	-	-
500,000	500,000	500,000	500,000	500,000
770,000	500,000	500,000	500,000	500,000
320,000	360,000	370,000	380,000	390,000
320,000	360,000	370,000	380,000	390,000

CIP Project Listing

Fund	Fund Description	Project #	Description
234	Street Improvement		
		3026	Accessible Ramp/Pathway Improvement
		3084	Hillside Stabilization & RWR
		3207	Traffic Intersection Improvement
		3213	Lantern Style Street Light Replacement
		3219	Alameda de las Pulgas Corridor Improvements
		3223	Ralston Corridor Study Improvements Segment 3
		3224	Ralston Corridor Study Improvements Segment 4
		3225	Ralston Circulation & Safety
		3227	2022 Local Streets and Roads Pavement Project
		3228	O'Neill Street Undercrossing Feasibility Study
		3230	Ralston Avenue Adaptive Signaliza
		3231	Traffic Signal Improvement at Cipriani & Belmont Canyon Road
			Total Street Improvements
308	General Facilities		
		8079	Belmont Community Center
		8090	EV Charging Stations
		8093	City Hall Carpet Flooring Replacement
		8098	Facility Assessment
			Total General Facilities
310	Infrastructure		
		3218	Belmont Creek Watershed Project
		3220	Street Pavement Project
		3222	Hillside Slippage Area Study
		6025	Twin Pines Park Stormwater Capture Project
			Total Infrastructure
312	Comcast		
		2062	Comcast PEG Program
			Total Comcast
341	Planned Park		
		8052	Park and Open Space Master Plan
			Total Planned Park

CIP Project Listing

FY 2023 Adopted	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned
70,000	70,000	70,000	70,000	70,000
-	300,000	300,000	-	-
285,000	45,000	45,000	45,000	45,000
-	135,000	-	-	-
250,000	-	-	-	-
230,000	-	-	-	-
318,000	80,000	-	-	-
80,000	310,000	-	-	-
167,000	-	-	-	-
410,000	-	-	-	-
177,500	-	-	-	-
300,000	-	-	-	-
2,287,500	940,000	415,000	115,000	115,000
50,000	100,000	100,000	-	-
186,000	100,000	300,000	-	-
100,000	-	-	-	-
30,000	-	-	-	-
366,000	200,000	400,000	-	-
525,000	967,000	-	-	-
1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
305,000	-	-	-	-
728,334	4,075,000	3,351,000	-	-
2,558,334	6,042,000	4,351,000	1,000,000	1,000,000
120,000	-	-	-	-
120,000	-	-	-	-
30,000	-	-	-	-
30,000	-	-	-	-

CIP Project Listing

Fund	Fund Description	Project #	Description
342	Park Impact Fees		
		8103	Cipriani Park Design and Construction
		8104	Twin Pines Park Master Plan Implementation Projects
		8105	Meadow Stage Improvements
		8106	Twin Pines Oval Dog Park
		8109	PROS Plan Phase 1 Implementation
			Total Park Impact
343	Open Space		
		8033	Open Space Trail Improvements
			Total Open Space
503	Sewer Operations Capital		
		7036	Pump Station Rehabilitation
		7037	Hiller Pump Station Rehabilitation
		7073	Basin Rehabilitation Projects
		7074	Residential Gravity Replacement
		7075	Recycled Water Projects
		7085	Pump Station Electrical Mechanical Repair
		7086	San Juan Sewer Main Capacity Improvements
		7088	Island Parkway Pump Station Rehabilitation
		7089	San Juan Pump Station Rehabilitation
		7090	Sewer System Capacity Study Update
			Total Sewer Operations Capital
525	Storm Drainage		
		6001	Storm Drainage Rehabilitation
		6045	Storm Drain CIP Project
		6046	Storm Drain System Master Plan Update
		6058	Redwood Shores Levee Project
			Total Storm Drainage

CIP Project Listing

FY 2023 Adopted	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned
-	-	250,000	3,000,000	-
25,000	125,000	125,000	125,000	-
50,000	-	-	-	-
35,000	-	-	-	-
50,000	125,000	125,000	125,000	125,000
160,000	250,000	500,000	3,250,000	125,000
18,000	18,000	18,000	18,000	18,000
18,000	18,000	18,000	18,000	18,000
1,000,000	-	-	-	-
2,000,000	-	-	-	-
800,000	2,500,000	800,000	2,900,000	800,000
500,000	500,000	850,000	500,000	850,000
-	-	-	-	200,000
50,000	50,000	50,000	50,000	50,000
-	170,000	1,765,000	-	-
750,000	3,500,000	-	-	-
-	-	350,000	1,550,000	-
200,000	-	-	-	-
5,300,000	6,720,000	3,815,000	5,000,000	1,900,000
330,000	110,000	110,000	110,000	110,000
400,000	50,000	350,000	50,000	350,000
250,000	-	-	-	-
83,000	50,000	-	-	-
1,063,000	210,000	460,000	160,000	460,000

CIP Project Listing

Fund	Fund Description	Project #	Description
573	Fleet & Equipment Management		
		2143	Enterprise Architecture Review
		2150	Network Update
		2151	Technology Refresh (printers & copiers)
		2155	HRIS
		2158	Dynamics Upgrade
		2160	Continuity of Operations Automation Plan
		2161	ERP System Replacement
		2162	Police Department Software Upgrades
			Total Fleet & Equipment Management
574	Recreational Facilities		
		8080	Recreation Facilities Improvements
			Total Recreational Facilities
			Total Expenditures

CIP Project Listing

FY 2023 Adopted	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned
-	50,000	-	-	-
180,000	-	-	-	-
45,000	-	-	-	-
25,000	-	-	-	-
250,000	-	-	-	-
50,000	-	-	-	-
-	-	-	4,000,000	-
80,000	-	-	-	-
630,000	50,000	-	4,000,000	-
100,000	50,000	50,000	50,000	-
100,000	50,000	50,000	50,000	-
19,256,834	16,660,000	14,639,000	16,553,000	5,638,000

Measure I

Project:	Street Improvements Measure I	Fund:	102 Measure I
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3101

This project will provide for street pavement maintenance and rehabilitation in accordance with voter approved Measure I.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	50,000	50,000	50,000	50,000	50,000
9030	8368	City Proj Mgmt - Planning 8368	10,000	10,000	10,000	10,000	10,000
Total Expenditures			60,000	60,000	60,000	60,000	60,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		60,000	60,000	60,000	60,000	60,000
Total Fund Sources				60,000	60,000	60,000	60,000	60,000

Measure I

Project:	2022 Pavement Rehabilitation Project	Fund:	102 Measure I
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3107

This project will provide for the heavy rehabilitation of various City streets under voter approved Measure I and in accordance with the City's 5-year Paving Plan.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	100,000	-	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	5,000	-	-	-	-
Project Construction							
9030	9030	Improvements 9030	695,000	-	-	-	-
Total Expenditures			800,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		800,000	-	-	-	-
Total Fund Sources				800,000	-	-	-	-

Measure I

Project:	2023 Pavement Reconstruction Project	Fund:	102 Measure I
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3108

This project will provide for the heavy maintenance of various City streets under voter approved Measure I and in accordance with the City's 5-year Paving Plan.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	309,000	-	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	15,000	-	-	-	-
Project Construction							
9030	9030	Improvements 9030	2,970,000	-	-	-	-
Total Expenditures			3,294,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		3,294,000	-	-	-	-
Total Fund Sources				3,294,000	-	-	-	-

Measure I

Project:	2024 Pavement Reconstruction Project	Fund:	102 Measure I
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3111

This project will provide for the heavy maintenance of various City streets under voter approved Measure I and in accordance with the City's 5-year Paving Plan.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	-	200,000	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	-	20,000	-	-	-
Project Construction							
9030	9030	Improvements 9030	-	720,000	-	-	-
Total Expenditures			-	940,000	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		-	940,000	-	-	-
Total Fund Sources				-	940,000	-	-	-

Measure I

Project:	Ralston Segment 3 Re-Pavement Project	Fund:	102 Measure I
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3116

Additional pavement restoration for the Ralston Segment 3 Project.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	9030	Improvements 9030	250,000	-	-	-	-
Total Expenditures			250,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		250,000	-	-	-	-
Total Fund Sources				250,000	-	-	-	-

Measure I

Project:	2025 Pavement Rehabilitation Project	Fund:	102 Measure I
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3117

Additional pavement restoration for the Ralston Segment 3 Project.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	-	-	100,000	-	-
9030	8368	City Proj Mgmt - Planning 8368	-	-	20,000	-	-
Project Construction							
9030	9030	Improvements 9030	-	-	1,380,000	-	-
Total Expenditures			-	-	1,500,000	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		-	-	1,500,000	-	-
Total Fund Sources				-	-	1,500,000	-	-

Measure I

Project:	2026 Pavement Rehabilitation Project	Fund:	102 Measure I
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3118

Additional pavement restoration for the Ralston Segment 3 Project.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	-	-	-	150,000	-
9030	8368	City Proj Mgmt - Planning 8368	-	-	-	20,000	-
Project Construction							
9030	9030	Improvements 9030	-	-	-	1,630,000	-
Total Expenditures			-	-	-	1,800,000	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		-	-	-	1,500,000	-
Total Fund Sources				-	-	-	1,500,000	-

Measure I

Project:	2025 Pavement Rehabilitation Project	Fund:	102 Measure I
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3119

Additional pavement restoration for the Ralston Segment 3 Project.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	-	-	-	-	100,000
9030	8368	City Proj Mgmt - Planning 8368	-	-	-	-	10,000
Project Construction							
9030	9030	Improvements 9030	-	-	-	-	790,000
Total Expenditures			-	-	-	-	900,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		-	-	-	-	900,000
Total Fund Sources				-	-	-	-	900,000

Measure I

Project:	Measure I Storm Project	Fund:	102 Measure I
Neighborhood:	Citywide	Division:	730
Asset Category:	Storm Line	Project #:	6020

This project provides for the repair and rehabilitation of City Storm drains and other storm drain related efforts under voter approved Measure I.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	225,000	-	180,000	-	150,000
9030	8368	City Proj Mgmt - Planning 8368	20,000	20,000	20,000	20,000	20,000
Project Construction							
9030	9030	Improvements 9030	400,000	200,000	-	200,000	-
Total Expenditures			645,000	220,000	200,000	220,000	170,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		645,000	220,000	200,000	220,000	170,000
Total Fund Sources				645,000	220,000	200,000	220,000	170,000

Library Maintenance and Operations

Project:	Library Flooring Replacement	Fund:	206 Library Maintenance
Neighborhood:	Carlmont	Division:	801
Asset Category:	Library	Project #:	8087

The Belmont Library opened in 2009 and receives over 400,000 visitors a year. The carpet is showing signs of wear and tear and will need replacing.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	200,000	-	-	-	-
Total Expenditures			200,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		200,000	-	-	-	-
Total Fund Sources				200,000	-	-	-	-

Library Maintenance and Operations

Project:	Belmont Library Painting	Fund:	206 Library Maintenance
Neighborhood:	Carlmont	Division:	801
Asset Category:	Library	Project #:	8108

This project includes repainting of the interior of the Belmont Library. This has not been done since the library opened.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	95,000	-	-	-	-
Total Expenditures			95,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		95,000	-	-	-	-
Total Fund Sources				95,000	-	-	-	-

Athletic Field Maintenance

Project:	McDougal Field Improvements Design & Construction	Fund:	207 Athletic Field Maint.
Neighborhood:	McDougal	Division:	812
Asset Category:	Park	Project #:	8059

This project consists of the installation of synthetic turf at McDougal Park. Improvements to the girls' softball fields and soccer fields may include scoreboards, shade structures for dugouts and bleachers, and new site amenities. Full funding has not yet been identified.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Design							
9030	8351	Other Prof/Tech 8351 - Design	-	100,000	-	-	-
Project Construction							
9030	9030	Improvements 9030	-	-	2,000,000	-	-
Total Expenditures			-	100,000	2,000,000	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		-	100,000	-	-	-
	6359	Misc. State Grants		-	-	1,000,000	-	-
	7270	Contributions & Donations		-	-	1,000,000	-	-
Total Fund Sources				-	100,000	2,000,000	-	-

Athletic Field Maintenance

Project:	Belmont Sports Complex Lighting for South and Marina Fields	Fund:	207 Athletic Field Maint.
Neighborhood:	Island Parkway	Division:	812
Asset Category:	Parks	Project #:	8060

This project includes upgrading the lighting control systems for the Marina and South Fields at the Belmont Sports Complex.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	90,000	-	-	-	-
Total Expenditures			90,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		90,000	-	-	-	-
Total Fund Sources				90,000	-	-	-	-

Athletic Field Maintenance

Project:	Belmont Sports Complex North Field Netting	Fund:	207 Athletic Field Maint.
Neighborhood:	Island Parkway	Division:	812
Asset Category:	Parks	Project #:	8061

This project entails replacing netting at the North field of the Belmont Sports Complex. Existing netting is aged and torn and is in need of replacement.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	10,000	-	-	-	-
Total Expenditures			10,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		10,000	-	-	-	-
Total Fund Sources				10,000	-	-	-	-

Athletic Field Maintenance

Project:	Belmont Sports Complex Concession and Scorebooth Roof Replacement	Fund:	207 Athletic Field Maint.
Neighborhood:	Island Parkway	Division:	812
Asset Category:	Parks	Project #:	8062

This project includes upgrading the lighting control systems for the Marina and South Fields at the Belmont Sports Complex.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	90,000	-	-	-	-
Total Expenditures			90,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		90,000	-	-	-	-
Total Fund Sources				90,000	-	-	-	-

Road Maintenance and Rehabilitation Account

Project:	2022 RMRA Pavement Rehabilitation Project	Fund:	232 RMRA Street Project
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3113

This project provides for the reconstruction of various City streets based on requirements of Senate Bill 1, which created the Road Maintenance and Rehabilitation Account (RMRA).



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8368	City Proj Mgmt - Planning 8368	10,000	-	-	-	-
Project Construction							
9030	9030	Improvements 9030	260,000	-	-	-	-
Total Expenditures			270,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		270,000	-	-	-	-
Total Fund Sources				470,000	-	-	-	-

Road Maintenance and Rehabilitation Account

Project:	RMRA Pavement Rehabilitation & Slurry Projects	Fund:	232 RMRA Street Project
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3115

This project provides for the rehabilitation of various City streets based on requirements of Senate Bill 1, which created the Road Maintenance and Rehabilitation Account (RMRA).



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	275,000	275,000	275,000	275,000	275,000
9030	8368	City Proj Mgmt - Planning 8368	25,000	25,000	25,000	25,000	25,000
Project Construction							
9030	9030	Improvements 9030	200,000	200,000	200,000	200,000	200,000
Total Expenditures			500,000	500,000	500,000	500,000	500,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		500,000	500,000	500,000	500,000	500,000
Total Fund Sources				500,000	500,000	500,000	500,000	500,000

Measure W

Project:	Measure W Pavement Rehabilitation & Slurry Projects	Fund:	233 Measure W
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3300

This project provides for the reconstruction of various City streets based on requirements of Measure W.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	75,000	75,000	75,000	75,000	75,000
9030	8368	City Proj Mgmt - Planning 8368	25,000	25,000	25,000	25,000	25,000
Project Construction							
9030	9030	Improvements 9030	220,000	260,000	270,000	280,000	290,000
Total Expenditures			320,000	360,000	370,000	380,000	390,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		320,000	360,000	370,000	380,000	390,000
Total Fund Sources				320,000	360,000	370,000	380,000	390,000

Street Improvement

Project:	Accessible Ramp / Pathway Improvements	Fund:	234 Street Improvement
Neighborhood:	Citywide	Division:	730
Asset Category:	ADA Ramps	Project #:	3026

This project provides for the construction of accessible ramps and pathways, if grant funds become available.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8368	City Proj Mgmt - Planning 8368	10,000	10,000	10,000	10,000	10,000
Project Construction							
9030	9030	Improvements 9030	60,000	60,000	60,000	60,000	60,000
Total Expenditures			70,000	70,000	70,000	70,000	70,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		70,000	70,000	70,000	70,000	70,000
Total Fund Sources				70,000	70,000	70,000	70,000	70,000

Street Improvement

Project:	Hillside Stabilization & RWR	Fund:	234 Street Improvement
Neighborhood:	Citywide	Division:	730
Asset Category:	Retaining Walls	Project #:	3084

This project will provide for the evaluation of hillside slippage areas and corresponding hillside stabilization improvements. Existing City-owned retaining walls will also be evaluated and repaired as necessary.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	-	25,000	25,000	-	-
9030	8368	City Proj Mgmt - Planning 8368	-	15,000	15,000	-	-
Project Construction							
9030	9030	Improvements 9030	-	260,000	260,000	-	-
Total Expenditures			-	298,000	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		-	300,000	300,000	-	-
Total Fund Sources				-	300,000	300,000	-	-

Street Improvement

Project:	Traffic Intersection Improvements	Fund:	234 Street Improvement
Neighborhood:	Citywide	Division:	730
Asset Category:	Traffic Signals	Project #:	3207

This project provides for the upgrade, repair and optimization of the City's signalized intersections. A number of the City's traffic signal infrastructure has reached its useful life and is in need of repair. This project will look at each traffic intersection as a whole to ensure compatibility of the entire system.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	35,000	35,000	35,000	35,000	35,000
9030	8368	City Proj Mgmt - Planning 8368	10,000	10,000	10,000	10,000	10,000
Project Construction							
9030	9030	Improvements 9030	240,000	-	-	-	-
Total Expenditures			285,000	45,000	45,000	45,000	45,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		285,000	45,000	45,000	45,000	45,000
Total Fund Sources				285,000	45,000	45,000	45,000	45,000

Street Improvement

Project:	Lantern Style Streetlight Replacement	Fund:	234 Street Improvement
Neighborhood:	Ralston Ave.	Division:	730
Asset Category:	Streetlights	Project #:	3213

This project will replace the 111 town and country style wood pole lights located along Ralston Avenue and around the downtown area. Currently, these streetlights have varying pole shapes and lantern fixtures. The poles are deteriorating, require a high degree of maintenance, and are no longer commercially available.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	-	135,000	-	-	-
Total Expenditures			-	135,000	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		-	135,000	-	-	-
Total Fund Sources				-	135,000	-	-	-

Street Improvement

Project:	Alameda de las Pulgas Corridor Improvements	Fund:	234 Street Improvement
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3219

Improvements on Alameda de las Pulgas from Ralston Avenue to the Belmont/San Carlos City limits. This is a joint-sponsored project between the City of Belmont and the City of San Carlos, San Carlos School District, and the Sequoia Union High School District.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	200,000	-	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	50,000	-	-	-	-
Total Expenditures			250,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		250,000	-	-	-	-
	6380	Contributions for Other Local Agencies		-	-	-	-	-
Total Fund Sources				250,000	-	-	-	-

Street Improvement

Project:	Ralston Corridor Study Improvements - Segment 3	Fund:	234 Street Improvement
Neighborhood:	Citywide	Division:	730
Asset Category:	None	Project #:	3223

This project includes the design and construction of the Ralston Avenue Corridor Improvements from South Road to Alameda de las Pulgas.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	-	-	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	30,000	-	-	-	-
Project Construction							
9030	9030	Improvements 9030	200,000	-	-	-	-
Total Expenditures			230,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		230,000	-	-	-	-
	6319	Miscellaneous Federal Grants		-	-	-	-	-
	6362	County Grants		-	-	-	-	-
Total Fund Sources				230,000	-	-	-	-

Street Improvement

Project:	Ralston Corridor Study Improvements - Segment 4	Fund:	234 Street Improvement
Neighborhood:	Citywide	Division:	730
Asset Category:	None	Project #:	3224

This project includes the design of Ralston Avenue Corridor Improvements from Alameda de las Pulgas to Highway 92.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	288,000	50,000	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	30,000	30,000	-	-	-
Total Expenditures			318,000	80,000	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		318,000	80,000	-	-	-
Total Fund Sources				318,000	80,000	-	-	-

Street Improvement

Project:	Ralston Circulation and Safety	Fund:	234 Street Improvement
Neighborhood:	Citywide	Division:	730
Asset Category:	None	Project #:	3225

This project will evaluate circulation and safety along Ralston Avenue in the vicinity of Chula Vista Drive.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	60,000	300,000	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	20,000	10,000	-	-	-
Total Expenditures			80,000	310,000	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		80,000	310,000	-	-	-
Total Fund Sources				80,000	310,000	-	-	-

Street Improvement

Project:	2022 Local Streets and Roads Pavement Project	Fund:	234 Street Improvement
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3227

This project will provide for the pavement treatment on various City streets in accordance with One Bay Area Grant (OBAG) requirements.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	167,000	-	-	-	-
Total Expenditures			167,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	6319	Miscellaneous Federal Grants		167,000	-	-	-	-
Total Fund Sources				167,000	-	-	-	-

Street Improvement

Project:	O'Neill Street Undercrossing Feasibility Study	Fund:	234 Street Improvement
Neighborhood:	Belmont Village	Division:	730
Asset Category:	Bicycle/Pedestrian Facilities	Project #:	3228

This project will include performance of a feasibility study for a pedestrian and bicycle tunnel under the Caltrain train tracks as described in the Belmont Village Specific Plan (BVSP).



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	400,000	-	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	10,000	-	-	-	-
Total Expenditures			410,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		410,000	-	-	-	-
Total Fund Sources				410,000	-	-	-	-

Street Improvement

Project:	Ralston Ave. Adaptive Signaliza	Fund:	234 Street Improvement
Neighborhood:	Citywide	Division:	730
Asset Category:	Streets	Project #:	3230

Design, furnish and install an adaptive multi-modal signal system along Ralston Avenue, consistent with the Ralston Avenue Corridor Study.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	75,000	-	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	3,000	-	-	-	-
Project Construction							
9030	9030	Improvements 9030	99,500	-	-	-	-
Total Expenditures			177,500	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		177,500	-	-	-	-
Total Fund Sources				177,500	-	-	-	-

Street Improvement

Project:	Traffic Signal Imprv at Cipriani & Belmont Canyon Road	Fund:	234 Street Improvement
Neighborhood:	Cipriani	Division:	730
Asset Category:	Streets	Project #:	3231

Traffic signal improvements at Cipriani & Belmont Canyon Road, including signal cabinets and installation of a new pullbox, detector/video cable, conduit, service cabinet, and controller & cabinet.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2065	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	300,000	-	-	-	-
Total Expenditures			300,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		300,000	-	-	-	-
Total Fund Sources				300,000	-	-	-	-

General Facilities

Project:	Belmont Community Center	Fund:	308 General Facilities
Neighborhood:	Central	Division:	802
Asset Category:	Facility	Project #:	8079

This project includes phase 1 of the redesign and construction of a new park and facility at the Barrett Community Center site. Phase 1 includes a needs assessment, conceptual design and a funding plan for this effort. Phases 2 (design refinement) and 3 (construction) will follow upon confirmation of funding.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Design							
9030	8351	Other Prof/ Tech 8351 - Design	50,000	100,000	100,000	-	-
Total Expenditures			50,000	100,000	100,000	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		50,000	100,000	100,000	-	-
Total Fund Sources				50,000	100,000	100,000	-	-

General Facilities

Project:	EV Charging Stations	Fund:	308 General Facilities
Neighborhood:	Citywide	Division:	802
Asset Category:	None	Project #:	8090

Design and install EV charging stations at one or more City locations. Number of sites and number of chargers determined by grant funding available.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030		City Proj Mgmt - Construction	186,000	100,000	300,000	-	-
Total Expenditures			186,000	100,000	300,000	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		150,000	100,000	300,000	-	-
	6359	Misc. State Grants		36,000	-	-	-	-
Total Fund Sources				186,000	100,000	300,000	-	-

General Facilities

Project:	City Hall Carpet Flooring Replacement	Fund:	308 General Facilities
Neighborhood:	City Hall	Division:	802
Asset Category:	Facility	Project #:	8093

There are areas of City Hall where the carpet is worn and soiled, and should be replaced. Specifically, the carpet in the stairwells are in poor condition.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	100,000	-	-	-	-
Total Expenditures			100,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		100,000	-	-	-	-
Total Fund Sources				100,000	-	-	-	-

General Facilities

Project:	Facility Assessment	Fund:	308 General Facilities
Neighborhood:	Citywide	Division:	802
Asset Category:	Facility	Project #:	8098

This project consists of engaging a consultant to assess the condition of all City facilities to create a capital rehabilitation and replacement schedule.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Design							
9030	8351	Other Prof/Tech 8351 - Design	30,000	-	-	-	-
Total Expenditures			30,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		30,000	-	-	-	-
Total Fund Sources				30,000	-	-	-	-

Infrastructure

Project:	Belmont Creek Watershed Project	Fund:	310 Infrastructure Repair
Neighborhood:	Citywide	Division:	760
Asset Category:	Public Works	Project #:	3218

This is a joint-sponsored study between the City of Belmont, the City of San Carlos and the County of San Mateo. Proposed work includes preliminary engineering for improvements to Belmont Creek within the three jurisdictions.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	500,000	-	-	-	-
9030	8368	City Proj Mgmt- Planning 8368	25,000	15,000	-	-	-
Project Construction							
9030	9030	Improvements 9030	-	952,000	-	-	-
Total Expenditures			525,000	967,000	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		25,000	467,000	-	-	-
	6359	Misc. State Grants		500,000	500,000	-	-	-
Total Fund Sources				525,000	967,000	-	-	-

Infrastructure

Project:	Street Pavement Project	Fund:	310 Infrastructure Repair
Neighborhood:	Citywide	Division:	760
Asset Category:	Streets	Project #:	3220

This project will provide for the maintenance and rehabilitation of various streets in the City.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total Expenditures			1,000,000	1,000,000	1,000,000	1,000,000	1,000,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total Fund Sources				1,000,000	1,000,000	1,000,000	1,000,000	1,000,000

Infrastructure

Project:	Hillside Slippage Area Study	Fund:	310 Infrastructure Repair
Neighborhood:	Citywide	Division:	760
Asset Category:	None	Project #:	3222

This project will evaluate seven hillside slippage areas and make recommendations for repair.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	280,000	-	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	25,000	-	-	-	-
Total Expenditures			305,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		305,000	-	-	-	-
Total Fund Sources				305,000	-	-	-	-

Infrastructure

Project:	Twin Pines Park Stormwater Capture Project	Fund:	310 Infrastructure Repair
Neighborhood:	Citywide	Division:	760
Asset Category:	Storm	Project #:	6025

This project is for a detention facility for stormwater under the parking lot of Twin Pines Park.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	713,334	-	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	15,000	10,000	1,000	-	-
Project Construction							
9030	9030	Improvements 9030	-	4,065,000	3,350,000	-	-
Total Expenditures			728,334	4,075,000	3,351,000	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		15,000	475,000	-	-	-
	6359	Miscellaneous State Grants		713,334	3,000,000	2,951,000	-	-
	6380	Contributions for Other Local Agencies		-	600,000	400,000	-	-
Total Fund Sources				728,334	4,075,000	3,351,000	-	-

Comcast

Project:	Comcast PEG Program	Fund:	312 Comcast
Neighborhood:	Citywide	Division:	303
Asset Category:	None	Project #:	2062

Technology moves at a fast pace and is rapidly outdated; to that end, the City strives to meet industry standards at a reasonable rate and upgrade existing infrastructure and hardware as necessary to meet public demands for streaming audio and video meeting attendance.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9040	9040	Machinery & Equipment	120,000	-	-	-	-
Total Expenditures			120,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		120,000	-	-	-	-
Total Fund Sources				120,000	-	-	-	-

Planned Park

Project:	Park and Open Space Master	Fund:	341 Planned Park
Neighborhood:	Citywide	Division:	810
Asset Category:	Plan	Project #:	8052

The Parks and Open Space Master Plan was completed in 1992 and an update is necessary. Consultant assistance will be required to assist in community engagement and complete the document.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	30,000	-	-	-	-
Total Expenditures			30,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		30,000	-	-	-	-
Total Fund Sources				30,000	-	-	-	-

Park Impact Fees

Project:	Cipriani Park Design and Construction	Fund:	342 Park Impact Fees
Neighborhood:	Citywide	Division:	810
Asset Category:	Parks	Project #:	8103

This project consists of designing and constructing a new park at the current Cipriani Park site. The project may include new play structures, picnic area, Dog Park improvements, and other site amenities with improved access to the Tot Lot, park, athletic field and dog park. This project is only possible with grant funding.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Design							
9030	8351	Other Prof/Techn 8351 - Design	-	-	250,000	-	-
Project Construction							
9030	9030	Improvements 9030	-	-	-	3,000,000	-
Total Expenditures			-	-	250,000	3,000,000	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		-	-	250,000	-	-
	6359	Miscellaneous State Grants		-	-	-	3,000,000	-
Total Fund Sources				-	-	250,000	3,000,000	-

Park Impact Fees

Project:	Twin Pines Park Master Plan Implementation Projects	Fund:	342 Park Impact Fees
Neighborhood:	Downtown	Division:	810
Asset Category:	Parks	Project #:	8104

This project consists of implementation of Phase 1 recommendations from the Twin Pines Park Master Plan. This may include installation of an adventure play area, renovation of entry from Ralston Avenue, enhancement of Cottage Lane, exploration of a partnership for funding CEQA and permit process for construction of Creekside trail and bridge.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Design							
9030	8351	Other Profi/Tech 8351 - Design	25,000	-	-	-	-
Project Construction							
9030	9030	Improvements 9030	-	125,000	125,000	125,000	-
Total Expenditures			25,000	125,000	125,000	125,000	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		25,000	125,000	125,000	125,000	-
Total Fund Sources				25,000	125,000	125,000	125,000	-

Park Impact Fees

Project:	Meadow Stage Improvements	Fund:	342 Park Impact Fees
Neighborhood:	Downtown	Division:	810
Asset Category:	Parks	Project #:	8105

Assess, design and repair Meadow Stage in Twin Pines Park.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	50,000	-	-	-	-
Total Expenditures			50,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		50,000	-	-	-	-
Total Fund Sources				50,000	-	-	-	-

Park Impact Fees

Project:	Twin Pines Oval Dog Park	Fund:	342 Park Impact Fees
Neighborhood:	Downtown	Division:	810
Asset Category:	Parks	Project #:	8106

This project includes the creation of an off-leash dog park in Twin Pines Park through the installation of fencing around the oval and establishment of access from the nearby sidewalk. This is planned to address the need for an off-leash dog park space within the City park system.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	35,000	-	-	-	-
Total Expenditures			35,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		25,000	125,000	125,000	125,000	-
Total Fund Sources				25,000	125,000	125,000	125,000	-

Park Impact Fees

Project:	PROS Plan Phase 1 Implementation	Fund:	342 Park Impact Fees
Neighborhood:	Citywide	Division:	810
Asset Category:	Parks	Project #:	8109

This project consists of implementation of Phase 1 recommendations from the 2022 Parks, Recreation and Open Space Master Plan. This may include improvements at existing parks, currently undeveloped parks, or new park spaces.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	50,000	125,000	125,000	125,000	125,000
Total Expenditures			50,000	125,000	125,000	125,000	125,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		50,000	125,000	125,000	125,000	125,000
Total Fund Sources				50,000	125,000	125,000	125,000	125,000

Open Space

Project:	Open Space Trail Improvements	Fund:	343 Open Space
Neighborhood:	Western Hills	Division:	810
Asset Category:	Trail	Project #:	8033

The maintenance and improvement of trails in the Waterdog Lake Open Space Area and the San Juan Hills, including materials and labor for bridges, retaining walls, erosion control, wayfinding signage, trail markers and trail maintenance.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	18,000	18,000	18,000	18,000	18,000
Total Expenditures			18,000	18,000	18,000	18,000	18,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		18,000	18,000	18,000	18,000	18,000
Total Fund Sources				18,000	18,000	18,000	18,000	18,000

Sewer Operations Capital

Project:	Pump Station Rehabilitation	Fund:	503 Sewer Oper. Capital
Neighborhood:	Citywide	Division:	730
Asset Category:	Sewer Pump Station	Project #:	7036

The City has eleven sanitary sewer pump stations throughout the City. This project will rehabilitate and/or the existing sewer pump stations. This project will evaluate and provide for rehabilitation and needed upgrades at the pump stations.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Arch 8331	500,000	-	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	35,000	-	-	-	-
Project Construction							
9030	9030	Improvements 9030	465,000	-	-	-	-
Total Expenditures			1,000,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		1,000,000	-	-	-	-
Total Fund Sources				1,000,000	-	-	-	-

Sewer Operations Capital

Project:	Hiller Pump Station Rehabilitation	Fund:	503 Sewer Oper. Capital
Neighborhood:	Citywide	Division:	730
Asset Category:	Sewer Pump Station	Project #:	7037

This project will provide for the rehabilitation and capacity improvements for the Hiller Pump Station.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	170,000	-	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	30,000	-	-	-	-
Project Construction							
9030	9030	Improvements 9030	1,800,000	-	-	-	-
Total Expenditures			2,000,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		2,000,000	-	-	-	-
Total Fund Sources				2,000,000	-	-	-	-

Sewer Operations Capital

Project:	Basin Rehabilitation Projects	Fund:	503 Sewer Oper. Capital
Neighborhood:	Citywide	Division:	730
Asset Category:	Sewer Pipe	Project #:	7073

The City has eleven sanitary sewer pump stations throughout the City. This project will rehabilitate and/or the existing sewer pump stations. This project will evaluate and provide for rehabilitation and needed upgrades at the pump stations.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archt 8331	400,000	380,000	400,000	380,000	400,000
9030	8368	City Proj Mgmt - Planning 8368	35,000	20,000	35,000	20,000	35,000
Project Construction							
9030	9030	Improvements 9030	365,000	2,100,000	365,000	2,500,000	365,000
Total Expenditures			800,000	2,500,000	800,000	2,900,000	800,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		800,000	2,500,000	800,000	2,900,000	800,000
Total Fund Sources				800,000	2,500,000	800,000	2,900,000	800,000

Sewer Operations Capital

Project:	Residential Gravity Replacement	Fund:	503 Sewer Oper. Capital
Neighborhood:	Citywide	Division:	730
Asset Category:	Sewer	Project #:	7074

Residential Gravity Replacement includes new repairs of gravity lines based on smoke testing and VCP replacement.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	120,000	120,000	120,000	120,000	120,000
9030	8368	City Proj Mgmt - Planning 8368	30,000	30,000	30,000	30,000	30,000
Project Construction							
9030	9030	Improvements 9030	350,000	350,000	700,000	350,000	700,000
Total Expenditures			500,000	500,000	850,000	500,000	850,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		500,000	500,000	850,000	500,000	850,000
Total Fund Sources				500,000	500,000	850,000	500,000	850,000

Sewer Operations Capital

Project:	Recycled Water Projects	Fund:	503 Sewer Oper. Capital
Neighborhood:	Citywide	Division:	730
Asset Category:	Sewer	Project #:	7075

Upgrade secondary treatment to tertiary treatment for recycled water projects.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027	
Project Construction								
9030	9030	Improvements 9030	-	-	-	-	200,000	
Total Expenditures			-	-	-	-	200,000	

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		-	-	-	-	200,000
Total Fund Sources				-	-	-	-	200,000

Sewer Operations Capital

Project:	Pump Station Electrical Mechanical Repair	Fund:	503 Sewer Oper. Capital
Neighborhood:	Citywide	Division:	730
Asset Category:	Sewer Pump Station	Project #:	7085

This project will provide for needed repair and replacement of electrical and mechanical components at the City's eleven sanitary sewer pump stations throughout the City.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8368	City Proj Mgmt - Planning 8368	5,000	5,000	5,000	5,000	5,000
Project Construction							
9030	9030	Improvements 9030	45,000	45,000	45,000	45,000	45,000
Total Expenditures			50,000	50,000	50,000	50,000	50,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		50,000	50,000	50,000	50,000	50,000
Total Fund Sources				50,000	50,000	50,000	50,000	50,000

Sewer Operations Capital

Project:	San Juan Sewer Main Capacity Improvements	Fund:	503 Sewer Oper. Capital
Neighborhood:	San Juan Hills	Division:	730
Asset Category:	Sewer Pipe	Project #:	7086

This project will increase the capacity of the sewer main along San Juan Boulevard. The 2010 Sewer Capacity Study identified future capacity needs for the sewer main. This project will provide for the evaluation, design and construction of these improvements.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	-	150,000	1,500,000	-	-
9030	8368	City Proj Mgmt - Planning 8368	-	20,000	15,000	-	-
Project Construction							
9030	9030	Improvements 9030	-	-	250,000	-	-
Total Expenditures			-	170,000	1,765,000	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2025	Proposed FY 2027
	5120	Fund Balance		-	170,000	1,765,000	-	-
Total Fund Sources				-	170,000	1,765,000	-	-

Sewer Operations Capital

Project:	Island Parkway Pump Station Rehabilitation	Fund:	503 Sewer Oper. Capital
Neighborhood:	Island Parkway	Division:	730
Asset Category:	Sewer Pump Station	Project #:	7088

This project will rehabilitate the Island Parkway Sewer Pump Station.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Arch 8331	720,000	470,000	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	30,000	30,000	-	-	-
Project Construction							
9030	9030	Improvements 9030	-	3,000,000	-	-	-
Total Expenditures			750,000	3,500,000	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		750,000	3,500,000	-	-	-
Total Fund Sources				750,000	3,500,000	-	-	-

Sewer Operations Capital

Project:	San Juan Pump Station Rehabilitation	Fund:	503 Sewer Oper. Capital
Neighborhood:	San Juan Hills	Division:	730
Asset Category:	Sewer Pump Station	Project #:	7089

This project will rehabilitate the San Juan Pump Station.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	-	-	325,000	325,000	-
9030	8368	City Proj Mgmt - Planning 8368	-	-	25,000	25,000	-
Project Construction							
9030	9030	Improvements 9030	-	-	-	1,200,000	-
Total Expenditures			-	-	350,000	1,550,000	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		-	-	350,000	1,550,000	-
Total Fund Sources				-	-	350,000	1,550,000	-

Sewer Operations Capital

Project:	Sewer System Capacity Study Update	Fund:	503 Sewer Oper. Capital
Neighborhood:	Citywide	Division:	730
Asset Category:	Sewer System	Project #:	7090

The City's 2010 Sewer Capacity Study will be updated to incorporate future needs based on the City's General Plan and Belmont Village Specific Plan.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Arch 8331	190,000	-	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	10,000	-	-	-	-
Total Expenditures			200,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		200,000	-	-	-	-
Total Fund Sources				200,000	-	-	-	-

Storm Drainage

Project:	Storm Drainage Rehabilitation	Fund:	525 Storm Drainage
Neighborhood:	Citywide	Division:	730
Asset Category:	Storm Line	Project #:	6001

This program is intended to fund improvements to the City's storm drainage infrastructure that are not identified during the fiscal year and to reduce intrusion and infiltration to the storm drainage infrastructure. During the winter season, it often becomes apparent that the drainage systems that are in adequate condition has failed and require repair or replacement. Drainage improvement projects typically include: 1. Repair or replacement of corroded corrugated metal pipes (CMP); 2. Realignment or replacement of reinforced concrete pipes (RCP); 3. Repair of existing catch basins; 4. Repair of existing gutter or to control surface runoff; 5. Repair of existing sub-drains to remove surface and shallow flows.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	25,000	25,000	25,000	25,000	25,000
9030	8368	City Proj Mgmt - Planning 8368	10,000	10,000	10,000	10,000	10,000
Project Construction							
9030	9030	Improvements 9030	295,000	75,000	75,000	75,000	75,000
Total Expenditures			330,000	110,000	110,000	110,000	110,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		110,000	110,000	110,000	110,000	110,000
Total Fund Sources				330,000	110,000	110,000	110,000	110,000

Storm Drainage

Project:	Storm Drain CIP Project	Fund:	525 Storm Drainage
Neighborhood:	Citywide	Division:	730
Asset Category:	Storm Line	Project #:	6045

In 2008, the City finished a Storm Drain Master Plan that addresses areas of deficiencies in the City's stormwater system. Project priorities were established as follows: Priority 1 - Private property flooding improvements, Undersized CMP improvements, and Aging CMP improvements; Priority 2 - Improvements to correct existing undersized lines where the excess flow is not readily conveyed within the street; Priority 3 - Improvements correcting existing undersized lines where there is adequate flow capacity within the street to convey the excess runoff. Addressing these deficiencies will fix I&I problems for the sewer lines. The Master Plan has identified \$5.8M for Priority 1 projects. The location for replacement and relining will be prioritized depending on the existing condition and risk of failure.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Arch 8331	50,000	25,000	25,000	25,000	25,000
9030	8368	City Proj Mgmt - Planning 8368	25,000	25,000	25,000	25,000	25,000
Project Construction							
9030	9030	Improvements 9030	325,000	-	300,000	-	300,000
Total Expenditures			400,000	50,000	350,000	50,000	350,000

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		400,000	50,000	350,000	50,000	350,000
Total Fund Sources				400,000	50,000	350,000	50,000	350,000

Storm Drainage

Project:	Storm Drain System Master Plan Update	Fund:	525 Storm Drainage
Neighborhood:	Citywide	Division:	730
Asset Category:	Storm System	Project #:	6046

The City's 2009 Storm Drainage Study will be updated to incorporate future needs based on the City's General Plan and Belmont Village Specific Plan (BVSP).



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Archit 8331	240,000	-	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	10,000	-	-	-	-
Total Expenditures			250,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		250,000	-	-	-	-
Total Fund Sources				250,000	-	-	-	-

Storm Drainage

Project:	Redwood Shores Levee Project	Fund:	525 Storm Drainage
Neighborhood:	Citywide	Division:	730
Asset Category:	Storm System	Project #:	6058

This project provides for the City coordination and contribution to the multi-jurisdictional Redwood Shores Levee Project.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Planning							
9030	8331	Engineering/Arch 8331	70,000	40,000	-	-	-
9030	8368	City Proj Mgmt - Planning 8368	13,000	10,000	-	-	-
Total Expenditures			83,000	50,000	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		83,000	50,000	-	-	-
Total Fund Sources				83,000	50,000	-	-	-

Fleet & Equipment Management

Project:	Enterprise Architecture Review	Fund:	573 Fleet & Equip Mgmt
Neighborhood:	Citywide	Division:	302
Asset Category:		Project #:	2143

EA applies architecture principles and practices to guide organizations through the business, information, process, and technology changes necessary to execute their strategies.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9040	9040	Machinery & Equipment 9040	-	50,000	-	-	-
Total Expenditures			-	50,000	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		-	50,000	-	-	-
Total Fund Sources				-	50,000	-	-	-

Fleet & Equipment Management

Project:	Network Update	Fund:	573 Fleet & Equip Mgmt
Neighborhood:	Citywide	Division:	302
Asset Category:		Project #:	2150

In order to remain compliant with industry standards and best practices, infrastructure/hardware must be updated at regular intervals. The City's core router, switches, WiFi, etc. must be current to hinder cyber-security attacks and other potential security threats.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9040	9040	Machinery & Equipment 9040	180,000	-	-	-	-
Total Expenditures			180,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		180,000	-	-	-	-
Total Fund Sources				180,000	-	-	-	-

Fleet & Equipment Management

Project:	Technology Refresh (printers & copiers)	Fund:	573 Fleet & Equip Mgmt
Neighborhood:	Citywide	Division:	302
Asset Category:		Project #:	2151

In order to remain compliant with industry standards and best practices, infrastructure/hardware must be updated at regular intervals. The City's core router, switches, WiFi, etc., must be current to hinder cyber-security attacks and other potential security threats.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9040	9040	Machinery & Equipment 9040	45,000	-	-	-	-
Total Expenditures			45,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		45,000	-	-	-	-
Total Fund Sources				45,000	-	-	-	-

Fleet & Equipment Management

Project:	HRIS	Fund:	573 Fleet & Equip Mgmt
Neighborhood:	Citywide	Division:	302
Asset Category:		Project #:	2155

Sewer modeling and design software product to design, analyze, and plan wastewater collection systems.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9040	9040	Machinery & Equipment 9040	25,000	-	-	-	-
Total Expenditures			25,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		25,000	-	-	-	-
Total Fund Sources				25,000	-	-	-	-

Fleet & Equipment Management

Project:	Dynamics Upgrade	Fund:	573 Fleet & Equip Mgmt
Neighborhood:	Citywide	Division:	302
Asset Category:		Project #:	2158

As with all software applications, programmers constantly improve the efficiencies by introducing new features. Ultimately, the patching and upgrading will reach end-of-life and the entire application will require an upgrade or a migration to a new platform.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9040	9040	Machinery & Equipment 9040	250,000	-	-	-	-
Total Expenditures			250,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		250,000	-	-	-	-
Total Fund Sources				250,000	-	-	-	-

Fleet & Equipment Management

Project:	Continuity of Operations Automation Plan	Fund:	573 Fleet & Equip Mgmt
Neighborhood:	Citywide	Division:	302
Asset Category:		Project #:	2160

Belmont is in a position to take advantage of many technological solutions to increase efficiencies and reduce manual labor by automating many processes currently in place. This endeavor will conduct Business Process Analysis and determine how/where the City can implement more streamlined and paperless workflow.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9040	9040	Machinery & Equipment 9040	50,000	-	-	-	-
Total Expenditures			50,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		50,000	-	-	-	-
	6301	Federal Grants		-	-	-	-	-
Total Fund Sources				50,000	-	-	-	-

Fleet & Equipment Management

Project:	ERP System Replacement	Fund:	573 Fleet & Equip Mgmt
Neighborhood:	Citywide	Division:	302
Asset Category:		Project #:	2161

ERP system replacement.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9040	9040	Machinery & Equipment 9040	-	-	-	4,000,000	-
Total Expenditures			-	-	-	4,000,000	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		-	-	-	4,000,000	-
Total Fund Sources				-	-	-	4,000,000	-

Fleet & Equipment Management

Project:	Police Department Software Upgrades	Fund:	573 Fleet & Equip Mgmt
Neighborhood:	Citywide	Division:	302
Asset Category:	Information Technology	Project #:	2162

Software and system upgrades specifically required for police department operations.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9040	9040	Machinery & Equipment 9040	80,000	-	-	-	-
Total Expenditures			80,000	-	-	-	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		80,000	-	-	-	-
Total Fund Sources				80,000	-	-	-	-

Recreational Facilities

Project:	Barrett & Recreational Facility Improvement Project	Fund:	574 Recreational Facilities
Neighborhood:	Citywide	Division:	803
Asset Category:	Facility	Project #:	8080

The recreation facilities suffer from deferred maintenance. Structures, walkways, weatherproofing, heating, air conditioning, painting, plumbing and electrical systems, etc., need to be addressed. This project includes continued modest improvements to make the facilities safe, appealing and usable. The project also includes necessary maintenance at other recreation facilities, including painting the multi-use room of the Twin Pines Senior and Community Center.



Acct	Sub Acct	Description	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
Project Construction							
9030	9030	Improvements 9030	100,000	50,000	50,000	50,000	-
Total Expenditures			100,000	50,000	50,000	50,000	-

Acct	Sub Acct	Description	Detail	Adopted FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027
	5120	Fund Balance		100,000	50,000	50,000	50,000	-
Total Fund Sources				100,000	50,000	50,000	50,000	-

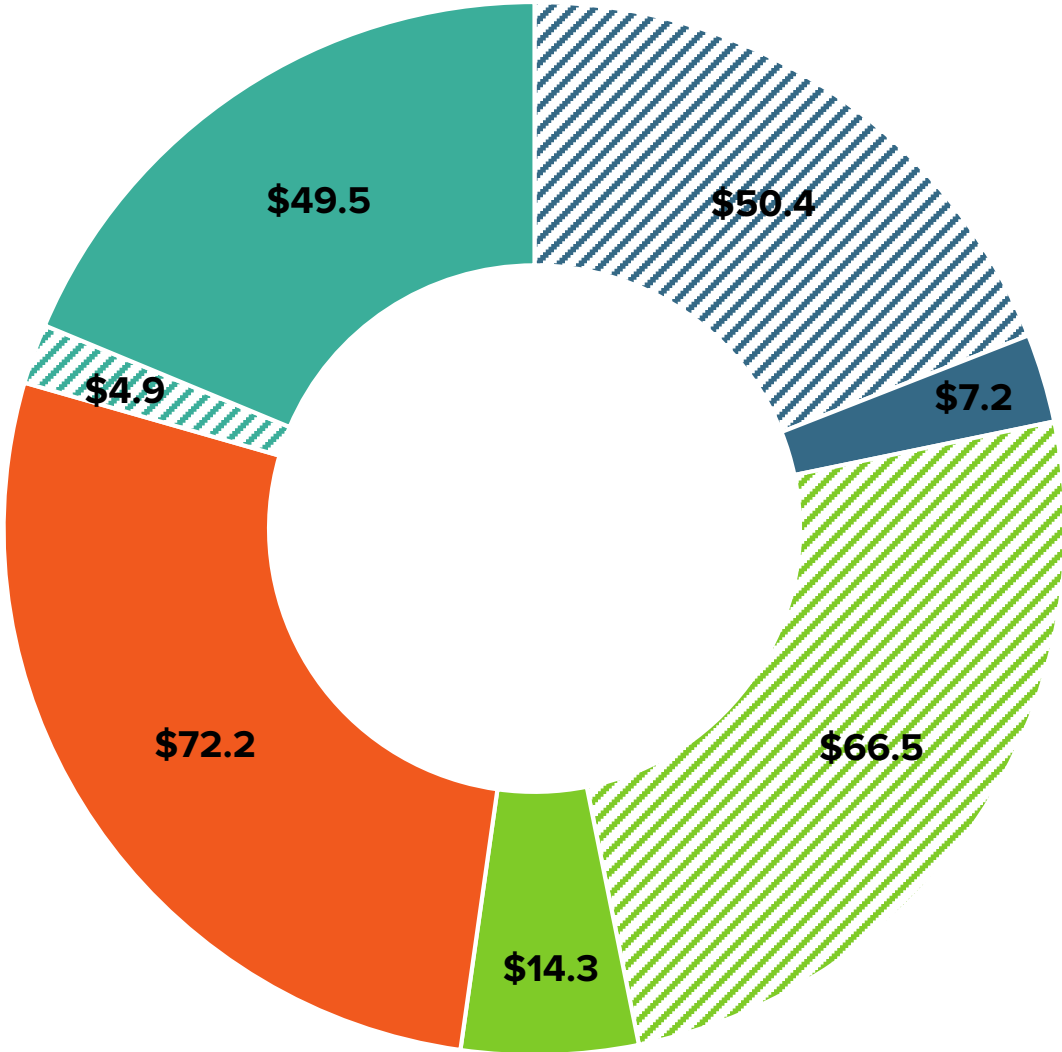




DEFERRED CAPITAL MAINTENANCE

Deferred Capital Maintenance

(in millions)



- Storm \$ Unfunded
- Storm \$ Identified
- Facilities & Parks \$ Unfunded
- Facilities & Parks \$ Identified
- Sewer
- Streets \$ Unfunded
- Streets \$ Identified

Deferred Capital Maintenance - Streets

The City's street infrastructure includes approximately 70 centerline miles (140 travel lane miles) of street pavement, as well as 8 traffic signals, 1,431 street lights, pedestrian and bicycle facilities, street signs and retaining walls.

The City's street pavement condition index (PCI) has been steadily improving during past several years due to capital improvement and maintenance projects. The PCI data are listed below:



- 2014 PCI = 56
- 2017 PCI = 59
- 2020 PCI = 63
- 2021 PCI = 68
- 2022 PCI = 68

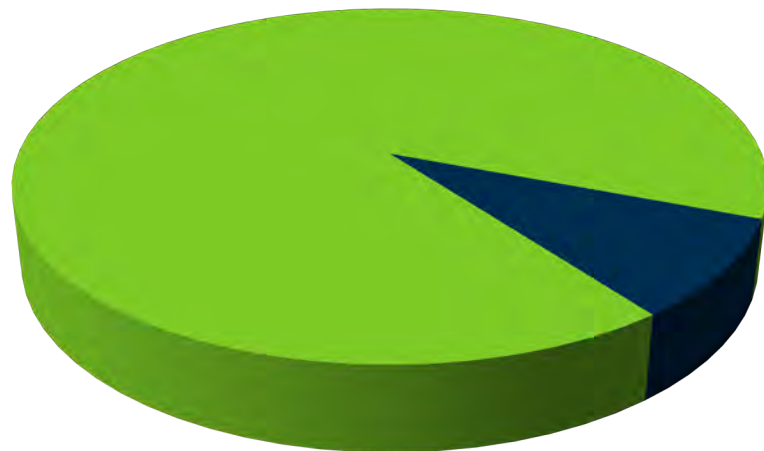
In addition, City staff is in the process of adopting pavement restoration standards that would require developers and utility companies to provide additional pavement restoration during private development projects and utility installation.

Beginning in FY 2018, the Governor authorized the Road Maintenance and Rehabilitation Account (RMRA) Fund to provide \$15 billion for local streets and roads over the next ten years, of which Belmont is expected to receive \$6.37 million. Additionally, Council initially determined to allocate a minimum of \$1,000,000 (or 80%) in Measure I resources towards the Street Repair and Related Improvement Program.

Remaining Gas Tax revenues are insufficient and the City's General Fund remains at risk from unanticipated

failures and emergency response.

STREETS FUNDING LEVEL



■ Funded ■ Unfunded

Deferred Capital Maintenance - Streets

STREETS CAPITAL IMPROVEMENT PROJECTS

Sources:

Section 2130 (RMRA) Gas Tax (4 years total remaining, average)	\$2,034,588
Measure I Tax (24 years total remaining, average)	24,000,000
Measure A Tax (11 years total remaining, average)	8,535,758
Measure W Tax (27 years total remaining, average)	9,138,106
Traffic Impact Fees (non-recurring)	3,080,507
General Fund Measure A Match (non-recurring)	1,250,000
Grants (non-recurring)	1,500,000
Total Sources	\$49,538,959

Uses:

Pavement Maintenance (Distribution by Classification)^a

70 Centerline Miles	\$50,400,000
Subtotal Pavement Maintenance	\$50,400,000

Priority Hillside Slippage Projects^b

Hillside Stabilization & RWR Projects	600,000
7 High Priority Locations	TBD ^c
Subtotal Priority Hillside Slippage Project Cost	\$600,000

Traffic Asset Renewal Projects

Traffic Signals	TBD ^d
64 Lantern-style fixtures with direct burial wood poles (55 fixtures were replaced in FY 2017)	\$470,000
Streetlight Steel Pole Replacements	2,930,000
Subtotal Traffic Asset Renewal Project Cost	3,400,000

Total Uses **\$54,400,000**

^a Level of expenditure required to raise the City's pavement condition to an optimal network PCI of 73 and eliminate the current maintenance and rehabilitation backlog, based on the 2022 Street Condition Assessment Report.

^b Rough estimate.

^c A rough estimate puts the cost of repairs between \$1,900,000 to \$2,500,000.

^d A rough estimate puts the cost of renewal between \$500,000 to \$1,000,000.

Deferred Capital Maintenance - Storm Drain

The City's drainage and water pollution prevention infrastructure consist of 28 miles of storm drain pipes and 2 storm pump stations.

The existing 28 miles of storm lines are made up of:

1. Corrugated Metal Pipe (CMP) [11,300 feet citywide, 2.1 miles]
2. Reinforced Concrete Pipe (RCP) [132,800 feet citywide, 14.3 miles]
3. High-Density Polyethylene Pipe (HDPE) and Polyvinyl Chloride Pipe (PVC) [61,526 feet citywide, 11.6 miles]

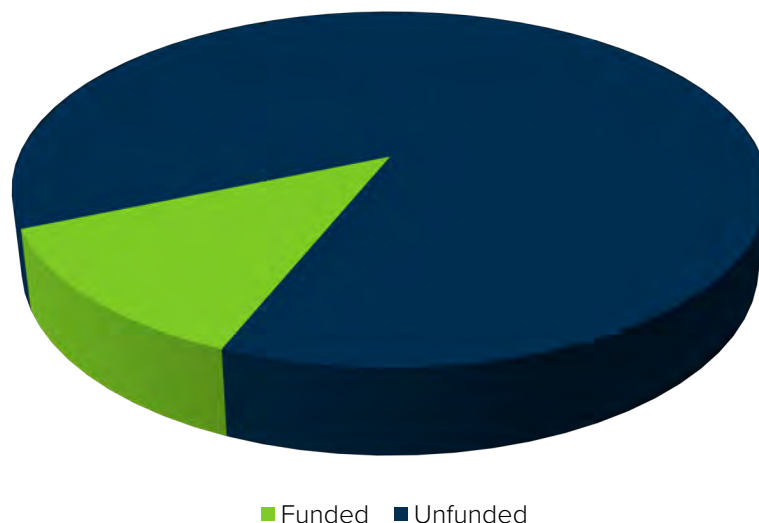
Throughout the City are areas that do not have adequate drainage infrastructure.



In 2009, the City completed a Storm Drainage Study which documented the existing City storm drainage system as deficient. The cost to correct the deficiencies was estimated at \$44 million. These costs were updated in late 2013, to an estimated \$57.1 million, as described on the following page. The City has started the Storm Drain Master Plan Update project which will be using previously adopted 2007 Sanitary Sewer Master Plan as well as all subsequent studies, to identify strategies for planning, budgeting and improving the City's storm drain system based physical condition of the system, and redevelopment plans. At the conclusion of the Storm Drain Mater Plan update, a prioritized short- and long-term Capital Improvement Program (CIP) plan with detailed descriptions and cost estimates will be prepared.

To the extent storm drainage infiltrates and intrudes into the City's sewer system, repairs can be made from sewer fees. Council determined initially to allocate \$300,000 annually in Measure I resources towards the repair and replacement of deficient pipes, installation of new storm pipes, where currently none exist, to help with storm and flooding issues, and installation of curb and gutter improvements. Otherwise, there is no dedicated revenue source for Storm Drain Infrastructure repairs and, as a consequence, the City's General Fund is exposed to risk from failures.

STORM DRAIN FUNDING LEVEL



Deferred Capital Maintenance - Storm Drain

STORM DRAIN CAPITAL IMPROVEMENT PROJECTS

Sources:

Measure I Tax (24 years remaining, monetized)	\$7,200,000
Total Sources	\$7,200,000

Uses:

Improvements to Eliminate Property Flooding	\$20,200,000
Replace/Rehabilitate Deficient Pipes	29,300,000
Installation of Curb and Gutter Improvements	3,300,000
Creek Improvements	2,800,000
Water Dog Lake Siltation Removal ^a	1,500,000
Storm Drain Master Plan Update	500,000
Total Uses	\$57,600,000

^a Needed for safety of dam

Deferred Capital Maintenance - Sewers

The City's sewer infrastructure consists of 80 miles of sewer pipelines, 10 sewer pump stations and approximately 3 miles of force (pressurized) mains.

Wastewater flows east to the Belmont Sewer Pump Station, operated by the Silicon Valley Clean Water (SVCW), located on Shoreway Road. The wastewater is then pumped to the SVCW sewer treatment plant in Redwood Shores for processing and discharge into the San Francisco Bay. The SVCW is currently replacing the Belmont Sewer Pump Station and associated force main with a gravity pipe. The project is anticipated to end in 2023. The Hiller Gravity Pipe Replacement Project will be constructed in summer 2022. The Hiller Sanitary Sewer Pump Station will be designed as part of the development at Old County Road and is anticipated for construction in 2023; City will be responsible for constructing these improvements.

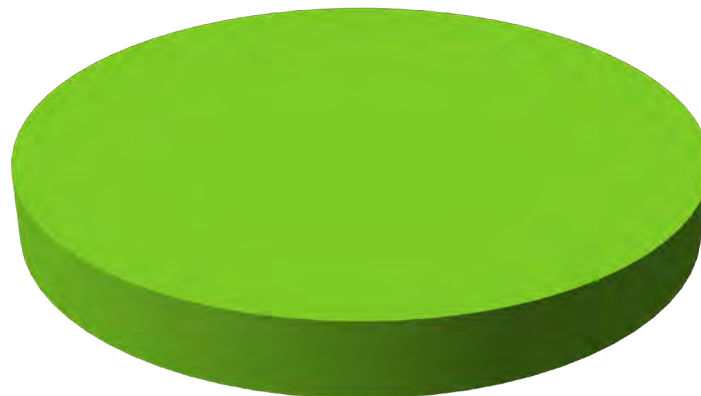


Many of Belmont's sewer pipelines were installed 50 to 90 years ago, and are in dire need of rehabilitation, replacement or upsizing. In addition, the pump stations and force mains are also in need of rehabilitation. The estimated costs of this work are noted on the following page. These costs exclude the deferred maintenance at the SVCW sewer treatment plant. That project is in excess of \$0.5 billion, of which Belmont is partially responsible. A separate fee has been adopted to pay for those costs

Public Works has selected a consultant and started work on a Sanitary Sewer Master Plan Update that will use the previously adopted 2007 Sanitary Sewer Master Plan, as well as all subsequent studies, to identify strategies for planning, budgeting and improving the City's wastewater system based physical condition of the system, -current flow demands, and redevelopment plans. At the conclusion of the Sanitary Sewer Mater Plan update, a prioritized short- and long-term Capital Improvement Program (CIP) plan with detailed descriptions and cost estimates will be prepared.

The City Council has adopted a plan to fully fund sewer infrastructure from sewer fees.

SEWERS FUNDING LEVEL



■ Funded ■ Unfunded

Deferred Capital Maintenance - Sewers

SEWERS CAPITAL IMPROVEMENT PROJECTS

Sources:

Sewer Fees	\$74,111,170
Total Sources	\$74,111,170

Uses:

Sewer Gravity

Gravity Sewer Rehabilitation (19,200 LF have been rehabilitated at a cost of \$6.4M)	\$33,900,000
Basin Rehabilitation Projects	7,800,000
Sanitary Sewer Master Plan Update	576,170

Pump Stations

Hiller Pump Station	2,000,000
Island Parkway Pump Station Rehabilitation	4,250,000
Pump Station Electrical/Mechanical Repairs	250,000
San Juan Pump Station Rehabilitation	1,900,000
Allowance for Future PS Rehabilitation	2,000,000

Force Mains

Allowance for Force Main Spot Repair	500,000
Allowance for Force Main Replacement	4,000,000

Sewer Capacity Improvement Projects

San Juan Sewer Main Capacity Improvements	1,935,000
Capacity Improvement Projects defined in the Flow Monitoring Report (23 Projects)	15,000,000

Total Uses	\$74,111,170
-------------------	---------------------

Deferred Capital Maintenance - Facilities

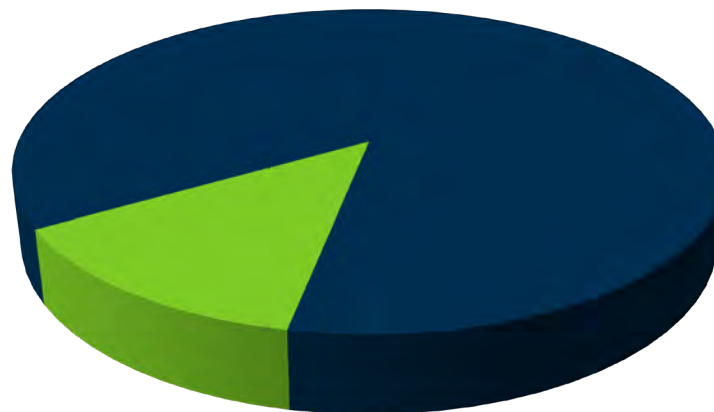
The City of Belmont manages over 160,000 square feet of built space in facilities spread across the City and construction over a period of over 100 years. The facilities require considerable investment to ensure continued use and resolve deferred maintenance issues, including:

- **The Manor Building**, consisting of 5,725 square feet and being one of the oldest buildings in Belmont, was constructed in 1908 and refurbished in 2009, will require a fire sprinkler system and lighting;
- **Barrett Community Center**, originally constructed in 1949 as a school, was converted to a community center, and is a facility that is at the end of its useful life. A conceptual design plan was approved in 2019, community support and funding sources are being considered;
- **Belmont Library**, built in 2006, is a heavily used facility, requires constant maintenance and presents challenges related to building style and type;
- **City Hall**, built in 1983, was substantially remodeled in 2006, and needs selected flooring replacement.
- **Fire Station 15**, located at the corner of Cipriani and Ralston, has been identified for replacement.



With the exception of the Belmont Library, which has a dedicated revenue source, the balance of facilities has no recurring revenue and represents a risk to the City's General Fund or Fire Protection District in the event of failure.

FACILITIES FUNDING LEVEL



■ Funded ■ Unfunded

Deferred Capital Maintenance - Facilities

FACILITIES CAPITAL IMPROVEMENT PROJECTS

Sources:

Library Maintenance & Operating Fund Balance	\$841,065
General Facilities Fund	722,320
Belmont Fire Protection District Reserve Set-Aside	10,000,000
Total Sources	\$11,563,385

Uses:

Facilities

Barrett Community Center - Demolishment and Replacement	\$58,000,000
Sports Complex - Repairs & Upgrades to Concessions Buildings (2) and Score Booths (3)	90,000
Sports Complex - Conference Center Building Restroom Modernization, Flooring Upgrade	75,500
Sports Complex - Upgrade Restrooms (2)	50,000
Civic Center Complex – City Hall Repairs and Improvements	100,000
Corporation Yard Repairs and Upgrades	500,000
Fire Station 15 - Demolition and Replacement	14,500,000
Kiosk on Alameda - Painting	10,000
Library Painting and Flooring Replacement	295,000
Manor Building Fire Sprinklers & Lighting	55,000
Twin Pines Cottage Repairs & Bracing for Lower Level	88,000
Twin Pines Creekside Studio - Demolishment	200,000
Twin Pines Lodge Heating System Repair, Paint, Roof Repairs	100,000
Twin Pines Senior & Community Center, Fire Suppression Upgrades, and Restroom Modernization	225,000
Total Uses	\$74,288,500

Deferred Capital Maintenance - Parks

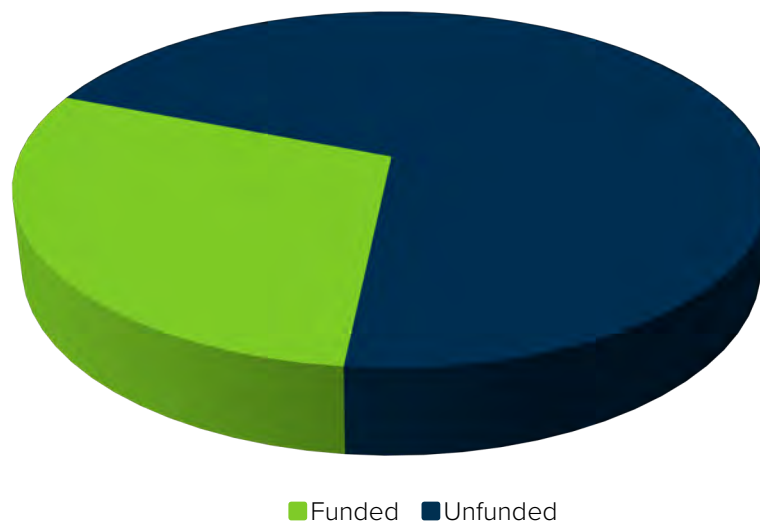
The City of Belmont manages 16 parks, 11 athletic fields, and 335 acres of open space including 10 miles of trails, street medians, and rights-of-way which represent a significant public investment, but suffer from deferred maintenance.



Belmont’s athletic fields are in need of renewal. The irrigation systems are antiquated, require constant repair and should be replaced. The turf suffers from broad leaf weeds and the irrigation systems do not function properly. The turf at the Belmont Sports Complex was replaced in 2020 to reduce maintenance and improve the environment.

Additional investment is needed to upgrade existing playgrounds and restrooms, complete additional park improvements, and perform trail maintenance in Belmont’s open space with the goal of reducing the danger of wildfire and enhancing the recreational use. The Parks, Recreation and Open Space (PROS) Master Plan is underway to assess and prioritize improvements. Park capital funding is contingent upon new development projects. Consequently, existing facilities have little to no recurring funding source and are dependent upon the City’s General Fund for repair, maintenance and replacement in the event of failure.

PARKS FUNDING LEVEL



Deferred Capital Maintenance - Parks

PARKS CAPITAL IMPROVEMENT PROJECTS	
Sources:	
Planned Park Fund Balance	\$1,999,833
Park Impact Fees Fund Balance	176,108
Open Space Fund Balance	154,043
Athletic Field Maintenance Fund Balance	364,841
Total Sources	\$2,694,825
Uses:	
Parks	
City and School District Athletic Fields (Fox, Ralston, McDougal, Cipriani, Nesbit, Central): Improvements to Irrigation, Turf, and Amenities	\$5,380,000
Twin Pines Park/Parks Master Plan – Creekside Restoration, Circulation Improvements, New Dog Park Area, Picnic Area Improvements, and Plan Updates	485,000
Parks Recreation and Open Space (PROS) Plan Phase I Implementation Projects	550,000
Subtotal Parks	6,415,000
Open Space	
Trail Maintenance, Erosion Control, and Fire Prevention Projects	90,000
Subtotal Open Space	90,000
Total Uses	\$6,505,000





APPENDIX

Financial Policies

STATEMENT OF PURPOSE

The City of Belmont has evolved with a variety of financial policies that can be found in many different sources, including City Council resolutions and budget documents. The set of policies within this document, accompanying each year with the City's budget, serves as a central reference point of the most important of our policies, which are critical to the continued financial health of our local government.

Written financial policies have many benefits, such as assisting elected officials and staff in the financial management of the City, saving time and energy when discussing financial matters, engendering public confidence, and providing continuity over time as elected officials and staff members change. While these policies will be amended periodically, they provide the basic foundation and framework for many of the issues and decisions facing the City. They promote sound financial management and assist in the City's stability, efficiency, and effectiveness.

The following policies are divided into ten (10) general categories for ease of reference. These categories include:

1. **General Policies**
2. **Accounting, Auditing, and Financial Reporting Policies**
3. **Fund Balance and Reserve Policies**
4. **Pension and Retirement Funding Policies**
5. **Internal Service Fund Policies**
6. **Debt Policies**
7. **Revenue Policies**
8. **Capital Improvement Policies**
9. **Investment Policies**
10. **Operating Budget Policies**

Except as otherwise noted, all policies included in this document are currently adhered to.

Additionally, included at the end of this section are specific policy benchmarks along with their status.

GENERAL

The City will:

- Manage its financial assets in a sound and prudent manner.

- Maintain and further develop programs to ensure its long-term ability to fund core services and pay all costs necessary to provide the level and quality of service required by its citizens.
- Establish and maintain investment policies that are in accordance with State laws.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

Financial Information

The City of Belmont will provide all financial information in a thorough, timely fashion, and in a format that is easy for City Council, citizens, and City employees to understand and utilize.

Accounting Standards

The City's accounting of financial systems shall be maintained in accordance with Generally Accepted Accounting Principles (GAAP), standards of the Governmental Accounting Standards Board (GASB), and the Government Finance Officers Association (GFOA).

Annual Audit

An independent public accounting firm will perform an annual audit, and its opinions will be included in the Comprehensive Annual Financial Report and presented to the Audit Committee at a public meeting.

It is the City's goal to maintain accounting records, processes, and procedures in such a manner as to receive an unmodified audit opinion and to maintain a Certificate of Achievement for Excellence in Financial Reporting from the GFOA.

FUNDING BALANCE AND RESERVES

The City utilizes a variety of accounting funds for recording revenues and expenditures of the City. At the end of each fiscal year-end, appropriated expenditure authority lapses, with the exception of operating expenses and capital project spending that have been incurred but not paid (encumbered). The remaining dollars left in each fund constitute available funds of the City. The City's fund balances are classified in accordance with GAAP which require the City to classify its fund balances based on spending constraints imposed on

Financial Policies

the use of resources. For programs with multiple funding sources, the City prioritizes and expends funds in the following order: Restricted, Committed, Assigned, and Unassigned. Each category in the following hierarchy is ranked according to the degree of spending constraint:

- ***Nonspendable*** fund balances represent balances that do not represent available, spendable resources even though they are a component of assets. Fund balances required to be maintained intact, such as assets not expected to be converted to cash, including prepaids, notes receivable, and land held for resale are included.
- ***Restricted*** fund balances have external restrictions imposed by creditors, grantors, contributors, laws, regulations, or enabling legislation which requires the resources to be used only for a specific purpose.
- ***Committed*** fund balances have constraints imposed by resolution of the City Council which may be altered only by resolution of the City Council.
- ***Assigned*** fund balances are amounts constrained by the City's intent to be used for a specific purpose, but are neither restricted nor committed. Intent is expressed by the City Council or its designee and may be changed at the discretion of the City Council or its designee. Through a Council Resolution, the City Council has designated the City Manager to determine the amount of assigned fund balances.
- ***Unassigned*** fund balance represents residual amounts that have not been restricted, committed, or assigned. The residual classification for the General Fund, the only governmental fund that can report a positive unassigned fund balance. Other funds might have a negative unassigned fund balance due to overspending restricted, committed, or assigned amounts.

General Fund

The General Fund reserve will be targeted in an amount equal to at least 33% of the annual General Fund operating expenditure budget, with a \$5 million minimum. This reserve is designed to be used in the event of significant financial emergency: for catastrophic events such as an earthquake, and for service stability to moderate the impact of economic cycles. City Council may, at its discretion, reserve additional funds above the minimum. Such additional reserves may be set aside for specific purposes, such as capital projects, for

known significant future cost items, or as general operational reserves.

In addition, the City Council utilizes long term forecasting to determine the adequacy of the General Fund reserve. Consistent with GFOA best practice, the General Fund reserve often may require a level of reserve significantly in excess of the recommended minimum or target levels, when considering the balance in context with the results of long-term forecast, thereby avoiding the risk of placing too much emphasis upon the level of reserve in the General Fund at any one time.

The City Council also established a \$250,000 Contingency appropriation that may be used to pay for an emergency or an uncertain occurrence. The use of contingency funds requires City Council approval.

PENSION AND RETIREMENT FUNDING

The City contracts with the California Public Employees' Retirement System (CalPERS) for pension benefits. The City will make minimum annual payments for the employer share equal to the required Annual Required Contribution (ARC) established by actuarial valuation but, in any given year, no less than the normal cost.

INTERNAL SERVICE FUND

Fleet and Equipment Management Fund

The City will annually budget sufficient funds to provide for the orderly replacement of the City's vehicles, equipment, and other major capital outlay, including technology. Replacement of these assets will be funded through user departments, which are adjusted annually based on the departments' proportionate share of estimated expenses. Sufficient reserves will be maintained in the Fleet and Equipment Management Fund to provide for the scheduled replacement of assets at the end of their useful lives.

Facilities Management Fund

The City will annually budget sufficient funds to provide for orderly building maintenance and repair, and replacement of furnishings. The fund is supported by charges to user departments which are adjusted annually based on the department's proportionate share of estimated expenses. Sufficient reserves will be maintained in the Facilities Management Fund to provide for building maintenance and repair, and replacement of furnishings at the end of their useful lives.

Financial Policies

Risk Management Funds

The City maintains a Liability Insurance Fund and a Worker's Compensation Insurance Fund for the purpose of property, liability, and workers' compensation expenses. The funds are supported by charges to other City funds for the services it provides. These annual charges for service shall reflect historical experience and shall be established to approximately equal the annual expenses of the funds. The City is a member of Public Risk Innovation, Solutions, and Management (PRISM) for general liability, worker's compensation and other coverage. PRISM is a public entity risk pool of cities and counties within California. Loss contingency reserves established by PRISM are funded by contributions from member agencies. The City will pay an annual contribution to PRISM, which includes its pro-rata share of excess insurance premiums, charges for pooled risk, claims adjusting and legal costs, and administrative and other costs to operate the risk pool.

The City will complete an actuarial valuation of these funds every other year. Separate reserves shall be maintained for current and long-term general liability and workers' compensation liability at a level which will adequately fund the City's potential loss exposure in each area. The practice is to establish reserves in both funds at least at the marginally acceptable level as determined by the actuarial report.

DEBT

The City is bound by a provision in State law limiting indebtedness for California cities to 15% of the assessed value of all real and personal property of the City. The City has been prudent in its use of debt to finance projects and major purchases. Prior to the issuance of any debt, the funding source for the debt service is identified and designated. The level of debt to which the City obligates itself is managed within available resources and represents a minimal cost to general taxpayers. By managing the repayment of new debt, current City operations are not affected.

REVENUE

General Fund Revenue

To shelter itself from exposure from a decrease in any

one revenue source, the City will strive to develop and maintain a diversified and reliable revenue stream. Efforts will be directed to optimize existing revenue sources while periodically reviewing potential new revenue sources. Budgeted revenues will be estimated conservatively using accepted standards and estimates provided by the state, other governmental agencies, or reliable economic forecasters, when available.

Grants

The City shall aggressively seek State and Federal financial support unless conditions attached to that assistance are contrary to the City's interest. Prior to applying for and accepting intergovernmental aid, the City will examine the matching requirements so that a source and availability of these funds may be determined before a grant application is made. Local tax dollars will not be used to make up for losses of intergovernmental aid without first reviewing the program and its merits.

User Service Fees

The City may impose user fees wherever appropriate. Such fees will recover the cost of providing the service, demonstrating a nexus to benefits received, including all direct and indirect costs, administrative overhead, depreciation, etc. By policy, Council may direct certain fees to be lowered for particular purposes. Waivers of user fees will be presented for Council approval as appropriate. Certain fees are based upon market conditions and are not subject to the limitations of cost recovery. These fees may be adjusted periodically by the City Council. In general, fees will be reviewed no less than annually to ensure that full cost recovery levels are identified.

CAPITAL IMPROVEMENT

Five Year Capital Improvement Program (CIP)

The City shall annually prepare a capital improvement spending program, projecting capital needs for a five-year period. The CIP shall provide for the systematic repair and/or replacement of existing capital assets. The CIP shall directly relate to the long-range plans and policies of the City. Operating funds to maintain capital improvements and additional staff needs will be estimated and identified prior to making the decision to undertake a specific capital improvement. The first year of the five-year CIP will be consistent with, and adopted as a component of, the annual operating budget.

Financial Policies

Enterprise Fund Capital Improvements

Capital Improvements funded from the Enterprise Fund shall be paid for in combination of “pay-as-you-go” financing and the use of long-term debt. The City shall periodically review its enterprise capital needs and establish capital spending plans that are appropriate and reflect a combination of debt and “pay-as-you-go,” while attempting to keep the enterprise service rates competitive with those in the surrounding area.

INVESTMENT

The City Council shall annually review and update, or modify as appropriate, the City’s investment policy. Reports on the City’s investment portfolio shall be developed and presented to the City Council regularly. City funds will be managed in a prudent and diligent manner with emphasis on safety, liquidity, and yield, in that order.

OPERATING BUDGET

Balanced Operating Budget

The City Council and Belmont Fire Protection District (BFPD) Board shall adopt a balanced budget where operating revenues are equal to, or exceed, operating expenditures. Any year-end operating surpluses will revert to unappropriated balances for use in maintaining reserve levels set by policy or available for capital projects and/or “one-time only” expenditures.

Budget Document

The budget document shall serve as the official financial plan for the City. It will serve as the policy document of the City Council for implementing Council goals and objectives. The budget shall provide staff the resources necessary to accomplish City Council determined service levels.

The City Manager shall annually prepare and present a proposed operating budget to the City Council and BFPD Board, and City Council and BFPD Board shall adopt said budget no later than June 30 of each year.

Budget Control and Accountability

Department heads are responsible for containing expenditures within their budgeted appropriations as approved by the City Council. The City Manager is authorized to transfer appropriations between any departments that do not exceed the total appropriations of any fund. Subsequent to the adoption of the budget, all additional changes to the budget that have a financial impact at the fund level require City Council approval.

Financial Policies

POLICY STATUS

ACCOUNTING

Benchmark The City's accounting of financial systems shall be maintained in accordance with Generally Accepted Accounting Principles (GAAP), standards of the Governmental Accounting Standards Board (GASB), and the Government Finance Officers Association (GFOA).

Status **Met**

Benchmark It is the City's goal to maintain accounting records, processes, and procedures in such a manner as to receive an unmodified audit opinion and to maintain a Certificate of Achievement for Excellence in Financial Reporting from the GFOA.

Status **Met**

RESERVE/SINKING FUND

Benchmark The General Fund reserve will be maintained at a \$5 million minimum, with a target amount equal to at least 33% of the annual General Fund operating expenditure budget.

Status **Met. FY 2021 General Fund reserve was at least 33% of the annual General Fund operating expenditure budget.**

Benchmark Through the use of the Fleet and Equipment Management Fund, the City will annually budget sufficient funds to provide for the orderly replacement of the City's vehicles, equipment, and other major capital outlay, including technology.

Status **Met**

Benchmark Through the use of the Facilities Management Fund, the City will annually budget sufficient funds to provide for the orderly building maintenance and repair.

Status **Met**

Benchmark The City shall maintain reserves in the Liability Insurance Fund and Workers' Compensation Fund at least at the marginally acceptable level as determined by the actuarial valuation report.

Status **Reserves have been maintained at the conservative level for both funds. This level is four notches above the City's policy goal.**

REVENUE

Benchmark Budgeted revenues will be estimated conservatively using accepted standards and estimates provided by the state, other governmental agencies, or reliable economic forecasters when available.

Status **Met**

Benchmark The City shall actively pursue federal, state, and other grant opportunities when deemed appropriate.

Status **Met. Continuing to assess and apply for grants with a focus on ensuring matching funds are identified, as applicable, and ongoing costs are considered.**

Benchmark User service fees will be reviewed no less than annually to ensure that full cost recovery levels are identified.

Status **Met**

Financial Policies

CAPITAL IMPROVEMENT

Benchmark The City shall annually prepare a capital improvement spending program (CIP), projecting capital needs for a five-year period. The first year of the five-year CIP will be consistent with, and adopted as a component of, the annual operating budget.

Status **Met**

INVESTMENT

Benchmark City funds will be managed in a prudent and diligent manner with an emphasis on safety, liquidity, and yield; in that order.

Status **Met**

Benchmark The City Council shall annually review and update, or modify as appropriate, the City's Investment Policy.

Status **Met**

OPERATING BUDGET

Benchmark The City Council and Belmont Fire Protection District (BFPD) Board shall adopt a balanced budget where operating revenues are equal to, or exceed, operating expenditures.

Status **Met**

Benchmark The City Manager shall annually prepare and present a proposed operating budget to the City Council and BFPD Board, and City Council and BFPD Board shall adopt said budget no later than June 30 of each year.

Status **Met**

Gann Appropriations Limit

Gann Appropriations Limit as Defined in Article XIII B of the California State Constitution

The voters of California, during a special election in 1979, approved Article XIII-B of the California State Constitution. Informally known as the “Gann Initiative,” Article XIII-B provides limits regarding the total amount of appropriations in any fiscal year from “the proceeds of taxes.”

The State Legislature, in 1980, added Section 7900 et seq. to the Government Code, providing that the governing body of each local jurisdiction must establish, by resolution, an appropriations limit for the following year. The appropriations limit for any fiscal year was equal to the previous year’s limit, adjusted for population changes and the changes in the US Consumer Price Index (or California per capita personal income, if smaller). The necessary statistical information is provided by the California Department of Finance.

However, the original Article XIII-B (Proposition 4) and its implementing legislation were modified by Proposition 111 and SB 88 by the voters in June 1990. The changes were incorporated into the fiscal year 1990-91 and fiscal year 1991-92 appropriations limits. Beginning with the fiscal year 1990-91 appropriations limit, a city may choose annual adjustment factors. The adjustment factors include the growth in the California per capita income or the growth in the non-residential assessed valuation due to construction within the City and the population growth within the County or the City.

The tables below provide the calculation for the appropriations limit for fiscal year 2023. The adjustment factors utilized for the fiscal year 2023 calculation include the growth in California per capita income and the population growth within the County of San Mateo. Those two factors yielded the most favorable appropriations limit for the City and the Belmont Fire Protection District.

CITY OF BELMONT APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023		AMOUNT	SOURCE
A	Last Year's Limit	19,872,114	FY 2022 Limit
B	Adjustment Factors		
	1. Population	0.9908	CA Dept. of Finance
	2. Inflation	1.0755	CA Dept. of Finance
		1.0656	B1*B2
	Total Adjustment %	0.0656	B1*B2-1
C	Annual Adjustment	981,682	A*B
D	This Year's Limit	20,853,796	A+C

BELMONT FIRE PROTECTION DISTRICT APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023		AMOUNT	SOURCE
A	Last Year's Limit	12,669,049	FY 2022 Limit
B	Adjustment Factors		
	1. Population	0.9908	CA Dept. of Finance
	2. Inflation	1.0755	CA Dept. of Finance
		1.0656	B1*B2
	Total Adjustment %	0.0656	B1*B2-1
C	Annual Adjustment	625,851	A*B
D	This Year's Limit	13,294,900	A+C

Legal Bonded Debt Margin

California Government Code, Section 43605 sets the debt limit at 15% of the secured property assessed value of the City. The Code section was enacted prior to the change in basing assessed value to full market value when it was previously 25% of market value. Thus, the limit shown as 3.75% is one-fourth the limit to account for the adjustment of showing assessed valuation at full cash value. Using this adjusted methodology, the calculation below shows the debt limit and legal bonded debt margin based on FY 2022 assessed value, and the corresponding table includes historical values.

CITY OF BELMONT LEGAL BONDED DEBT MARGIN FOR FISCAL YEAR 2022	
Assessed Valuation	
Secured Property assessed value, net of exempt real property	8,410,535,906
Bonded Debt Limit	
3.75% of assessed value	315,395,096
Amount of Debt Subject to Limit	
Total bonded debt	-
Less tax allocation bonds and sales tax revenue bonds, Certificate of Participation not subject to limit	-
Amount of debt subject to limit	-
Legal Bonded Debt Margin	315,395,096

FISCAL YEAR	DEBT LIMIT	TOTAL NET DEBT APPLICABLE TO LIMIT	LEGAL DEBT MARGIN	TOTAL NET DEBT APPLICABLE TO THE LIMIT AS A PERCENTAGE OF DEBT LIMIT
2012	172,842,923	-	172,842,923	-
2013	178,916,858	-	178,916,858	-
2014	190,308,976	-	190,308,976	-
2015	200,849,889	-	200,849,889	-
2016	214,199,749	-	214,199,749	-
2017	230,075,502	-	230,075,502	-
2018	246,378,145	-	246,378,145	-
2019	264,366,934	-	264,366,934	-
2020	284,140,706	-	284,140,706	-
2021	302,531,239	-	302,531,239	-
2022	315,395,096	-	315,395,096	-

Long-Term Debt

The City generally incurs long-term debt to finance projects or purchase assets, which will have useful lives equal to or greater than the related debt. The City's debt issues and debt service schedule are summarized below.

LONG-TERM DEBT

Debt Service Fund

Library Bond Debt Service	Special Tax Bonds Series 2004A (Fitch rating: AA) issued by the Community Facilities District No. 2000-1 to finance the construction, operations and maintenance of a new library. The library special taxes generated are legally restricted for the payment of principal and interest on these Library Mello-Roos bonds.
---------------------------	--

Special Revenue Fund

Planned Park	Lease and sublease agreements with the County of San Mateo to finance turf replacement at the Belmont Sports Complex and Conference Center. While the pledge of sublease repayment to the County is from the General Fund, repayment will be made from Planned Park (Quimby/Park In Lieu) and Park Impact Fees.
--------------	---

Enterprise Funds

Sewer Collections	2016 (Fitch rating: AA+) and 2019 (Fitch rating: AA+) sewer revenue bonds payable by sewer connection fees used for financing the City's operating costs associated with the operating of Silicon Valley Clean Water (SVCW). SVCW is a joint powers authority that manages wastewater treatment.
Sewer Treatment Facility	2022 sewer refunding bonds (private placement) and 2018 (Fitch rating: AA-) sewer revenue bonds payable by sewer treatment facility charges used to account for capital improvements made to the SVCW plant. Revenue for the improvements comes from the Sewer Treatment Facility Charge paid by users connected to the sanitary system.

DEBT SERVICE REQUIREMENTS

Fiscal Year	Library Bond Debt Service		Planned Park		Sewer Collections		Sewer Treatment Facility	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2023	390,000	243,225	572,009	95,990	900,000	1,587,371	1,695,000	1,105,029
2024	410,000	220,225	584,022	83,977	940,000	1,544,446	1,741,000	1,090,798
2025	435,000	195,931	596,729	71,270	990,000	1,496,195	1,140,000	1,048,284
2026	460,000	170,200	609,488	58,511	1,035,000	1,445,571	1,175,000	1,011,286
2027	485,000	143,031	622,521	45,478	1,090,000	1,392,447	1,212,000	972,943
2028-2032	2,245,000	267,231	1,614,497	55,502	6,080,000	6,348,467	3,790,000	4,379,810
2033-2037	-	-	-	-	7,330,000	5,084,956	3,740,000	3,546,748
2038-2042	-	-	-	-	8,805,000	3,576,918	4,305,000	2,583,625
2043-2047	-	-	-	-	9,295,000	1,669,159	5,495,000	1,364,875
2048-2050	-	-	-	-	3,045,000	233,375	2,605,000	131,875



Glossary

Administrative and Other

A budget category which accounts for all administrative support, vehicle usage, equipment usage, debt service, and other uses required to support the division.

Allocation

The division of tax proceeds among local agencies.

Appropriation

Money budgeted for a given program. Appropriations are the means by which legal authority is given to expend public money. The appropriation is the maximum level of expenditure authorized.

Audit

A review of the City's accounts by an independent certified public accounting firm to verify that the City's financial statements accurately reflect the City's financial position.

Budget

A plan of financial and program operation which lists appropriations and the means of financing them for a given time period. Belmont adopts a one-year plan.

California Government Code

State Legislation providing the legal framework for Municipal operations.

Capital Asset

Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Improvements

Physical improvements which typically cost over \$25,000 and have a useful life of a year or more and involve the construction or reconstruction of a physical asset. Examples are street improvement projects, park improvement projects, infrastructure improvements and facility construction.

Capital Improvement Program (CIP)

An ongoing plan of single and multiple-year capital expenditures, which is updated annually.

Capital Outlay

A budget category that accounts for land, land improvements, buildings, furniture, equipment and rolling stock. Also known as Capital Assets, expenditures typically exceed \$5,000 and have a useful life of one year or more.

City Municipal Code

City Legislation providing the legal framework for the operations of the City.

Department

An organizational unit comprised of divisions and managed by a single director.

Division

The detailed activity designed to provide a service to the public which is the budgeted level for expenditures.

Encumbrance

Financial commitments related to unperformed services or contracts for goods for which part of an appropriation has been reserved.

Enterprise Fund

A fund type that can be used to account for operations that are financed and operated in a manner similar to private enterprise where costs of providing a service is recovered through user charges.

Expenditure

Appropriated funds which have been spent.

Fiscal Year (FY)

A twelve-month period of time used for budgeting, accounting or tax collection purposes. California municipalities operate on a July 1 to June 30 fiscal basis.

Full Time Equivalent (FTE)

Conversion of a position to full-time equivalent. For example, one person working half time would count as 0.50 FTE; one person working full time would count as 1.00 FTE.

Fund

An independent fiscal and accounting term used to record all financial transactions related to the specific purpose for which the fund was created.

General Accepted Accounting Principles (GAAP)

Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

General Fund

The City's principal operating fund, which is supported by general taxes and fees and which can be used for any legal governmental purpose.

Grant

Contributions or gifts of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity or facility.

In-Lieu Tax

Tax levied in place of another tax or taxes. The State of California provides in-lieu motor vehicle fees to local governments to compensate for local personal property, not subject to property tax.

Internal Service Charges

The charges to user departments for internal services provided by another government agency, such as data processing, or insurance funded from a central pool.

Internal Service Fund

A fund which is used to finance and account for goods and/or services provided by one City department to other City departments on a cost-reimbursement basis.

Personnel

A budget category which accounts for all salary and personnel related benefits required to support the planned level of program or activity.

Proposition 4

Article XIII B of the California Constitution which limits appropriations to the level of proceeds of taxes.

Proposition 13

Article XIII A of the California Constitution which imposes a 1% limit on property taxes, restricts assessments and places limitations on the levy of new taxes.

Proprietary Fund

A term also used to describe funds that are accounted for on a "flow of economic resources" measurement basis and on a full accrual accounting basis. Enterprise funds and internal service funds are classified as proprietary funds.

Revenue

Amounts received for taxes, licenses, permits and fees, intergovernmental sources, service charges, interest and use of property and other income.

Special Revenue Fund

A fund used to account for revenue sources that are restricted by law or administrative action to expenditures for specified purposes.

Structural Deficit

The permanent financial gap that results when ongoing revenues do not match or keep pace with ongoing expenditures.

Supplies and Services

A budget category, which accounts for all supplies, goods and services required to support the division.

Operating Changes

DESCRIPTION	DEPARTMENT
Add 1.0 FTE Principal Planner to support long range and advanced planning projects as part of the on-going general plan, Belmont Village Specific Plan, and Climate Action Plan	Community Development
One-time funding for historical resources update, Belmont Village Specific Plan streetscape efforts, signage wayfinding, and Harbor Industrial Area analysis.	Community Development
Add 1.0 FTE Management Analyst I/II to support recruitment and employee training activities.	Human Resources
Reduction in temporary staffing to reflect permanent addition of 1.0 FTE Management Analyst I/II.	Human Resources
Add 1.0 FTE Technology Specialist I/II to provide IT support and expand service delivery for GIS-related activities.	Information Technology
Reduction in temporary staffing to reflect permanent addition of 1.0 FTE Technology Specialist I/II.	Information Technology
Increase Recreation Supervisor from 0.8 FTE to 1.0 FTE to increase level of service to the senior and adult community. Cost to be partially offset by increase in programming fees.	Parks & Recreation
Increase funding to staff temporary Lead Building Attendant to maintain required staffing needs at facility rentals.	Parks & Recreation
Increase funding for acting Corporal assignment to support operations and CARE Team.	Police
Temporary funding freeze for 1.0 FTE vacant Assistant Engineer.	Public Works
Temporary funding freeze for 1.0 FTE vacant Maintenance Worker I/II.	Public Works
Unfreeze funding for previously approved 1.0 FTE vacant Maintenance Worker I/II to maintain service levels for streets and sewer maintenance.	Public Works

CHANGES FROM PROPOSED TO ADOPTED BUDGET

N/A - There have been no changes from Proposed FY 2023 Budget to Adopted FY 2023 Budget.

Operating Changes

FUND	FY 2023 PERSONNEL HEADCOUNT	FY 2023 AMOUNT
General Plan Maintenance	1.00	216,153
General Plan Maintenance	-	330,000
General Fund	1.00	164,941
General Fund	-	(90,000)
Fleet and Equipment Management	1.00	160,023
Fleet and Equipment Management	-	(90,000)
Recreation	0.20	22,815
Facilities Management	-	50,435
General Fund	-	7,000
Development Services, Street Maintenance, and Storm Drainage	-	(143,786)
Street Maintenance, Sewer Collections, and Storm Drainage	-	(111,639)
Street Maintenance, Sewer Collections	-	111,639
Total	3.20	627,581

Budget Adoption Documentation

RESOLUTION NO. 2022-057

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT ADOPTING FISCAL YEAR 2022-2023 REVENUE, APPROPRIATIONS, AND CAPITAL IMPROVEMENT PROGRAM BUDGETS AND PERMANENT STAFFING PLAN FOR THE CITY OF BELMONT

WHEREAS, the City Council desires to have a fiscal and staffing plan for the City of Belmont in order to plan for anticipated revenues and control expenditures; and,

WHEREAS, the City Council and the Audit Committee reviewed the budgets for compliance with the goals and objectives of the community; and,

WHEREAS, the fiscal year revenue, appropriation, capital improvement program and permanent staffing plan for the City of Belmont are expressed in the fiscal year 2023 budget document; and,

WHEREAS, the City's General Fund is dependent on revenue from the hotel room tax which is still significantly below pre-pandemic levels and not anticipated to recover until FY 2026 due to a slowdown in business travel related to the COVID-19 pandemic; and,

WHEREAS, the State drastically reduced vehicle license fees (VLF) that historically were earmarked for cities and committed to replace those revenues going forward with additional property tax revenue but has failed to live up to that promise, resulting in underfunding VLF replacement revenue for the third consecutive year and causing the City to experience a \$0.9 million shortfall which is anticipated to grow to over \$4 million annually over the next several years; and,

WHEREAS, State actions continue to threaten property tax revenues with a recent State budget trailer bill that would have utilized excess Educational Revenue Augmentation Fund (ERAF) funds to backfill the VLF shortfall, essentially using monies already owed to cities including Belmont to pay for a separate State obligation to cities including Belmont. These actions have the potential to result in a loss of \$7.2 million of excess ERAF funding over the next ten years that will continue to grow perpetually; and,

WHEREAS, General Fund balance reserves are currently being used to replace revenue shortfalls and maintain City services and quality of life, but the long-term use of fund balance to maintain services is not sustainable; and,

WHEREAS, current and projected City revenues are insufficient to consistently maintain the City's general fund at or above the City's General Fund policy target of 33% and minimum balance policy of \$5 million over a ten-year forecast; and,

WHEREAS, the City has implemented a number of cost saving strategies, however, the magnitude of the revenue shortfall greatly exceeds any additional savings that could practically be achieved through further cost cutting measures while maintaining City services and quality of life; and,

WHEREAS, the City Council has held public hearings on the programs and fiscal policies to obtain public comments regarding the Budget document.

Budget Adoption Documentation

NOW, THEREFORE, the City Council of the City of Belmont resolves as follows:

SECTION 1. The recitals above are true and correct.

SECTION 2. The Revenue, Appropriations and Capital Improvement Program (CIP) budgets for Fiscal Year 2022-2023 are adopted as shown in the following table:

Fund	Fund Name	Revenue	Appropriation	Capital Improvement Program	Net Other Sources (Uses)
General Funds					
101	General Fund	30,962,654	23,885,751	-	(4,420,000)
102	Measure I	2,170,313	-	5,049,000	-
General Funds Total		33,132,967	23,885,751	5,049,000	(4,420,000)
Special Revenue Funds					
205	Recreation	2,001,641	3,847,137	-	1,900,000
206	Library Maintenance & Operation	304,130	425,385	295,000	-
207	Athletic Field Maintenance	90,566	80,000	190,000	-
208	City Trees	10,453	73,467	-	-
209	Senior Services Donation	4,128	-	-	-
210	Development Services	4,027,619	5,677,571	-	1,500,000
212	General Plan Maintenance	501,199	1,030,581	-	-
225	Public Safety Grants	49	5,000	-	-
227	Supplemental Law Enforcement	157,980	163,863	-	20,000
231	Street Maintenance	1,360,165	2,433,542	-	1,000,000
232	Road Maintenance & Rehabilitation	605,375	-	770,000	-
233	Account Street Project	551,574	-	320,000	-
234	Measure W	1,589,192	85,038	2,287,500	-
237	Street Improvement	814,187	-	-	-
239	Traffic Impact	316,000	-	-	-
275	Public Art	4,291,081	300,774	-	-
277	Affordable Housing	793,000	-	-	-
277	Inclusionary Housing	793,000	-	-	-
Special Revenue Funds Total		17,418,339	14,122,358	3,862,500	4,420,000
Capital Projects Funds					
308	General Facilities	37,111	5,148	366,000	-
310	Infrastructure Repair	1,216,552	-	2,558,334	-
312	Comcast	525	-	120,000	-
341	Planned Park	400,044	720,293	30,000	1,000,000
342	Park Impact Fees	2,813,998	-	160,000	(1,000,000)
343	Open Space	276	27,376	18,000	-
704	Special Assessment District	446	-	-	-
Capital Projects Funds Total		4,468,952	752,817	3,252,334	

Budget Adoption Documentation

Debt Service Fund					
406	Library Bond Debt Service	674,060	684,822	-	-
Debt Service Funds Total		674,060	684,822	-	
Enterprise Funds					
501-505	Sewer Collections	15,781,040	9,743,910	5,300,000	(1,063,000)
507	Sewer Treatment Facility	3,152,624	4,273,963	-	-
525	Storm Drainage	1,141,420	1,862,834	1,063,000	1,063,000
530	Solid Waste	547,524	556,489	-	-
Enterprise Funds Total		20,622,608	16,437,196	6,363,000	-
Internal Service Funds*					
570	Workers' Compensation	698,239	708,500	-	-
571	Liability Insurance	702,655	1,067,285	-	-
572	Self-Funded Vision	2,974	4,776	-	-
573	Fleet and Equipment Management	4,454,157	3,968,584	630,000	-
574	Facilities Management	2,198,327	2,228,636	100,000	-
575	Benefit Prefunding	1,473,113	1,311,770	-	-
Internal Service Funds Total		9,529,465	9,289,551	730,000	
City Total*		76,640,250	55,882,944	19,256,834	-

*For Internal Service Funds, internal service charges and operating expenses are not included in totals.

SECTION 3. The City's Permanent Staffing Plan is established by position and classification at 140.50 full time equivalent positions for FY 2023. The City Manager, subject to compliance with all applicable City Code and Personnel Rules and Regulations, may revise the Permanent Staffing Plan provided that the total number of full-time, regular personnel citywide does not exceed the total number of authorized positions on the Permanent Staffing Plan approved by City Council.

SECTION 4. The City Council authorizes the City Manager to correct minor drafting inaccuracies to effectuate the implementation of the FY 2023 Budget.

SECTION 5. Maintaining city services and continuing to invest in infrastructure is critical to protecting public safety and welfare and enabling Belmont residents to have a high quality of life. The continuing volatility and decline of state administered revenues imperils the General Fund's ability to maintain city services and basic infrastructure which if not adequately addressed in the immediate future will place the public at increasingly greater risk of harm and increase the exposure of the City to potential liability. Diversification of the city's revenue sources, expansion of the city's revenue base, and greater local control over revenue is urgently needed: (1) to provide a back stop against further state takeaways and achieving long term fiscal and organizational stability, and (2) to maintain city services and infrastructure at an adequate and sustainable level and thereby protect the public from harm and the City from overwhelming potential liability. The City Council therefore directs the City Manager to identify proposed strategies for City Council consideration.

* * *

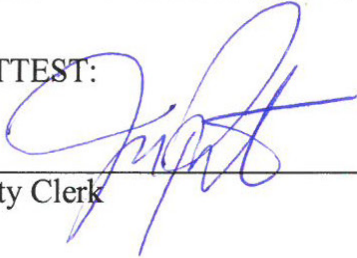
Budget Adoption Documentation

ADOPTED June 14, 2022, by the City of Belmont City Council by the following vote:

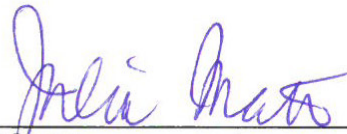
Ayes: Lieberman, Stone, Hurt, McCune, Mates

ATTEST:

City Clerk

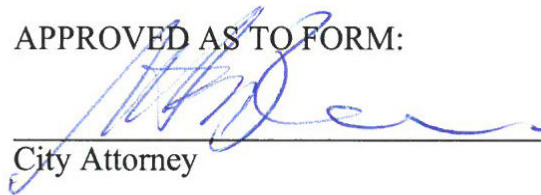


Mayor



APPROVED AS TO FORM:

City Attorney



Budget Adoption Documentation

RESOLUTION NO. 2022-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BELMONT FIRE PROTECTION DISTRICT ADOPTING FY 2022-2023 REVENUE AND APPROPRIATIONS BUDGETS, AND PERMANENT STAFFING PLAN FOR THE DISTRICT

WHEREAS, the Board desires to have a fiscal and staffing plan for the Belmont Fire Protection District in order to plan for anticipated revenues and control expenditures; and,

WHEREAS, the fiscal year revenue, appropriation, and permanent staffing plan for the District is expressed in the in the fiscal year 2023 budget document; and,

WHEREAS, the Board and the Audit Committee reviewed the budgets for compliance with the goals and objectives of the community; and,

WHEREAS, the Board has held Public Hearings on the programs and fiscal policies to obtain public comments regarding the Proposed Budget document.

NOW, THEREFORE, the Board of Directors of the Belmont Fire Protection District resolves as follows:

SECTION 1. The Revenue and Appropriations budgets for Fiscal Year 2022-2023 are adopted as shown in the following table:

Fund	Fund Name	Revenue	Appropriation	Capital Improvement Program	Net Sources (Uses)
223	Belmont Fire Protection District	14,605,876	12,317,615	-	-

ADOPTED June 14, 2022, by the Board of Directors of the Belmont Fire Protection District by the following vote:

Ayes: Lieberman, Stone, Hurt, McCune, Mates

ATTEST:



Board Secretary



Board President

APPROVED AS TO FORM:



District Counsel



Budget Adoption Documentation

RESOLUTION NO. 2022-059

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT ESTABLISHING THE ANNUAL SPECIAL TAX FOR COMMUNITY FACILITIES DISTRICT NO. 2000-1 (LIBRARY PROJECT) FOR FISCAL YEAR 2022-2023 AND REQUESTING THE COUNTY OF SAN MATEO COLLECT THE SPECIAL TAX ON THE PROPERTY TAX ROLLS

WHEREAS, the City Council of the City of Belmont, California (hereinafter referred to as the “legislative body”), has initiated proceedings, held a public hearing, conducted an election and received a favorable vote from the qualified electors relating to the levy of a special tax in a community facilities district, as authorized pursuant to the terms and provisions of the “Mello-Roos Community Facilities Act 1982,” being Chapter 2.5, Part 1, Division 2, Title 5 of the Government Code of the State of California. This Community Facilities District is designated as Community Facilities District No. 2000-1 (Library Project), hereinafter referred to as the “Community Facilities District”; and,

WHEREAS, this legislative body, by Ordinance as authorized by Government Code Section 53340, has authorized the levy of a special tax to pay for costs and expenses related to said Community Facilities District, and this legislative body is desirous to establish the specific rate of the special tax to be collected for the fiscal year.

NOW, THEREFORE, the City Council of the City of Belmont resolves as follows:

SECTION 1. The above is true and correct and adopted as findings.

SECTION 2. The specific rate and amount of the special tax for each Taxable Property (as such term is defined in the Rate and Method of Apportionment of Special Tax applicable to the Community Facilities District) is to be collected to pay for the costs and expenses for Fiscal Year 2022 – 2023.

SECTION 3. The rate as set forth in Section 2 above does not exceed the amount as previously authorized by Ordinance of this legislative body and is not in excess of that as previously approved by the qualified electors of the Community Facilities District.

SECTION 4. The proceeds of the special tax shall be used to pay, in whole or in part, the costs and expenses of authorized “library project”; construction of a new City library located in the City, the necessary equipment and facilities required to relocate the existing library to the new location, and improvements to the park area adjacent to the library.

SECTION 5. The special tax shall be collected in the same manner as ordinary ad valorem property taxes are collected, and shall be subject to the same penalties and same procedure and sale in cases of any delinquency for ad valorem taxes, and the Tax Collector is hereby authorized to include reasonable administrative costs incurred in collected any said tax.

* * *

ADOPTED June 14, 2022, by the City of Belmont City Council by the following vote:

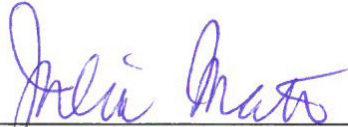
Ayes: Lieberman, Stone, Hurt, McCune, Mates

Noes:

ATTEST:



City Clerk



Mayor

APPROVED AS TO FORM:



City Attorney

Budget Adoption Documentation

RESOLUTION NO. 2022-060

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT MAKING FISCAL YEAR 2022-2023 AMENDMENTS TO THE MASTER REVENUE SCHEDULE

WHEREAS, the City Council has determined the need to charge fees for general government, police, recreation, development, engineering, park in-lieu, sewer, storm drainage and other services; and,

WHEREAS, the City periodically reviews its fee schedules in order to ensure that fees are a reasonable estimate of the City's cost of providing certain services to those who pay the fees; and,

WHEREAS, staff reviewed and updated the Master Revenue Schedule to ensure that an appropriate fee is charged by reflecting one of the following adjustments:

Type	Description	Amount
CPI	To reflect general increase in cost of service	5.0%
Hourly Rate	To reflect increase or decrease in productive hourly rates for service provided	Various
Building Valuation	To reflect increase or decrease in building valuation fees based on a four-year average of net operating costs	4.3%
Markup	To reflect increase or decrease in markup for staff time and related costs to manage consultant work	Various
Level of Effort	To reflect increase or decrease in level of effort to complete one unit of service	Various

WHEREAS, the City Council desires to have all fees located in one document; and,

WHEREAS, the City Council held a public hearing on June 14, 2022 and heard all objections or protests on the proposed fees; and,

WHEREAS, the City Clerk caused notice of the hearing to be published once a week for two weeks in a newspaper of general circulation in the City of Belmont, and the hearing was held at least 14 days after the first publication.

NOW, THEREFORE, the City Council of the City of Belmont resolves as follows:

SECTION 1. The proposed Fiscal Year 2022-2023 additions and amendments to the existing City of Belmont fees, rates, fines, and other charges shown on Exhibit A are adopted.

SECTION 2. The City Manager is authorized and directed to compile the Master Revenue Schedule, and make such organizational and formatting changes reasonably necessary, to reflect the current fees, rates and other charges previously adopted by the City Council and to incorporate the amendments adopted herein.

Budget Adoption Documentation

SECTION 3. The City Manager is authorized and directed to include in the Master Revenue Schedule such fees, rates, fines, and other charges as may be adopted by the Belmont Fire Protection District.

* * *

ADOPTED June 14, 2022, by the City of Belmont City Council by the following vote:

Ayes: Lieberman, Stone, Hurt, McCune, Mates

Noes:

ATTEST:

City Clerk

Mayor

APPROVED AS TO FORM:

City Attorney

Budget Adoption Documentation

RESOLUTION NO. 2022-058

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT ESTABLISHING THE CITY OF BELMONT'S APPROPRIATION LIMIT FOR FY 2022-2023

WHEREAS, Article XIII B of the California Constitution, enacted with the passage of Proposition 4 in 1979, with modifications under Proposition 111, passed by the voters of California in June 1990, and implemented by California Government Code Sections 7900, specifies appropriations of governmental entities may increase by an amount not to exceed the change in population and the change in either the California per capita income or the change in non-residential assessed valuation due to new construction within the City; and,

WHEREAS, documentation used in the determination of the fiscal year 2021 - 2022 appropriations limit has been available to the public for 15 days before the City Council's determination in this matter, as required by Government Code Section 7910.

NOW, THEREFORE, the City Council of the City of Belmont resolves as follows:

SECTION 1. The Appropriations Limit for the City of Belmont for the fiscal year 2022 – 2023 shall be \$20,853,796, as documented in Exhibit A, attached hereto and incorporated herein by reference.

SECTION 2. The inflation factor being utilized to calculate the fiscal year 2022 – 2023 appropriations limit is the California per capita income.

SECTION 3. The population factor being utilized to calculate the fiscal year 2022 – 2023 appropriations limit is the County of San Mateo's population growth provided by the State of California Department of Finance.

* * *

ADOPTED June 14, 2022, by the City of Belmont City Council by the following vote:

Ayes: Lieberman, Stone, Hurt, McCune, Mates

ATTEST:



City Clerk



Mayor

APPROVED AS TO FORM:



City Attorney

Budget Adoption Documentation

EXHIBIT A
to
Resolution 2022-058

Gann Appropriate Limit Calculation

CITY OF BELMONT APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023		AMOUNT	SOURCE
A	Last Year's Limit	19,872,114	FY 2022 Limit
B	Adjustment Factors		
	1. Population	0.9908	CA Dept. of Finance
	2. Inflation	1.0755	CA Dept. of Finance
		1.0656	B1*B2
	Total Adjustment %	0.0656	B1*B2-1
C	Annual Adjustment	981,682	A*B
D	This Year's Limit	20,853,796	A+C

Budget Adoption Documentation

RESOLUTION NO. 2022-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BELMONT FIRE PROTECTION DISTRICT ESTABLISHING THE DISTRICT'S APPROPRIATION LIMIT FOR FY 2022-2023

WHEREAS, Article XIII B of the California Constitution, enacted with the passage of Proposition 4 in 1979, with modifications under Proposition 111, passed by the voters of California in June 1990, and implemented by California Government Code Sections 7900, specifies appropriations of governmental entities may increase by an amount not to exceed the change in population and the change in either the California per capita income or the change in non-residential assessed valuation due to new construction within the City; and,

WHEREAS, documentation used in the determination of the fiscal year 2021 – 2022 appropriations limit has been available to the public for 15 days before the Board's determination in this matter, as required by Government Code Section 7910.

NOW, THEREFORE, the Board of Directors of the Belmont Fire Protection District resolves as follows:

SECTION 1. The Appropriations Limit for the Belmont Fire Protection District for the fiscal year 2022 – 2023 shall be \$13,294,900, as documented in Exhibit A, attached hereto and incorporated herein by reference.

SECTION 2. The inflation factor being utilized to calculate the fiscal year 2022 – 2023 appropriations limit is the California per capita income.

SECTION 3. The population factor being utilized to calculate the fiscal year 2022 – 2023 appropriations limit is the County of San Mateo's population growth provided by the State of California Department of Finance.

* * *

ADOPTED June 14, 2022, by the Board of Directors of the Belmont Fire Protection District by the following vote:

Ayes: Lieberman, Stone, Hurt, McCune, Mates

ATTEST:



Board Secretary



Board President

APPROVED AS TO FORM:



District Counsel

Budget Adoption Documentation

EXHIBIT A
to
Resolution 2022-04

Gann Appropriate Limit Calculation

BELMONT FIRE PROTECTION DISTRICT APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023		AMOUNT	SOURCE
A	Last Year's Limit	12,669,049	FY 2022 Limit
B	Adjustment Factors		
	1. Population	0.9908	CA Dept. of Finance
	2. Inflation	1.0755	CA Dept. of Finance
		1.0656	B1*B2
	Total Adjustment %	0.0656	B1*B2-1
C	Annual Adjustment	625,851	A*B
D	This Year's Limit	13,294,900	A+C

