



City of Belmont

Adopted Fiscal Year 2024-25 Budget



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Information

There is No Smoking or Drinking Allowed Here

ston Ave

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 fiscal year (FY) 2024-25 budget. Overall, the citywide budget, including both operating and capital, is \$102.5 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. The State's recent budget proposal to not fund the City's property tax in lieu of vehicle license fees (VLF), a form of property tax, is threatening a portion of our property tax revenues, the General Fund's top revenue source, which I will go into detail later in this transmittal letter.

As an organization, we are experiencing a wave of staff retirements and turnover, which we have anticipated. But as much as we have expected this, and especially as a small organization, replacing long tenured and experienced staff is never easy. About 45% of our workforce is new within the past eighteen months. Another 30% is eligible to retire now or within the next five years. With just around 145 approved full-time employees, these are staggering percentages. Belmont is 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, and introducing a significant portion of new workforce can be challenging. That being said, we have remained committed and nimble, and in the past year we are building a workforce foundation that is stronger than ever. Our staff continues to step up to meet the growing needs of our community. Our recruitment efforts are as robust as they've ever been.

Through all of the uncertainties and challenges, 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 staff. Our Council remains focused and strategic in its long-term planning to continue to provide a high level of services to our community. Our engagement and communication channels are as strong as ever, connecting with our community frequently through our services and programs, the City Manager's Weekly Updates, and various social media platforms. The steadfast commitment to our community highlights the best of who we are and who we continue to be. As we look forward to a bright future for our city, whatever challenges and opportunities lie ahead, I am certain that our proven adaptability will lead us through with an unwavering dedication to our community.

Over the past several years, our community has been evolving with increasing development activities and interest. Since the latest adopted 5th cycle Regional Housing Needs Allocation (RHNA) in 2015, the City has issued building permits for 840 new housing units, including 255 affordable units, exceeding the City's total

5th cycle RHNA by 243 units. The City has recently approved development entitlements for an additional 156 housing units, 52 of which are affordable to lower income households, and is currently processing applications for 204 more housing units including 87 affordable units. On the commercial side, the City is continuing its work to process development entitlements for various biotech/life sciences/research and development and commercial office projects that could add 2.6 million square feet of newly developed space in the Island Parkway, Shoreway Road, and Harbor Industrial Areas. As we transition into this next phase, 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.



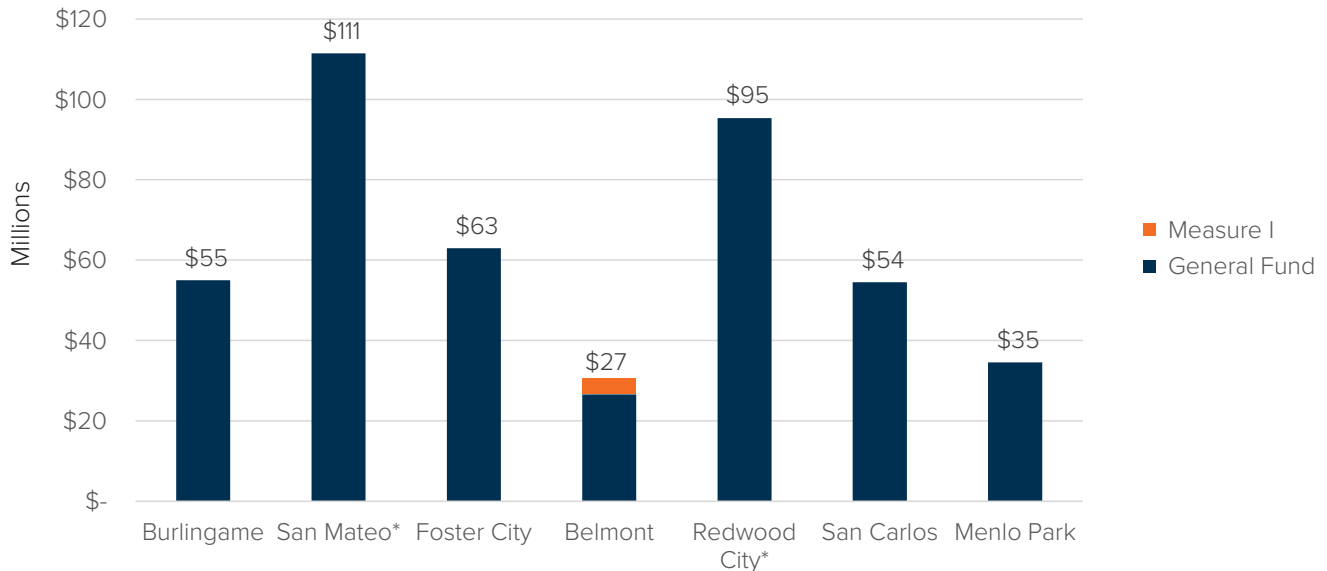
601 Harbor Boulevard - proposed 380,000 sq ft life-sciences development

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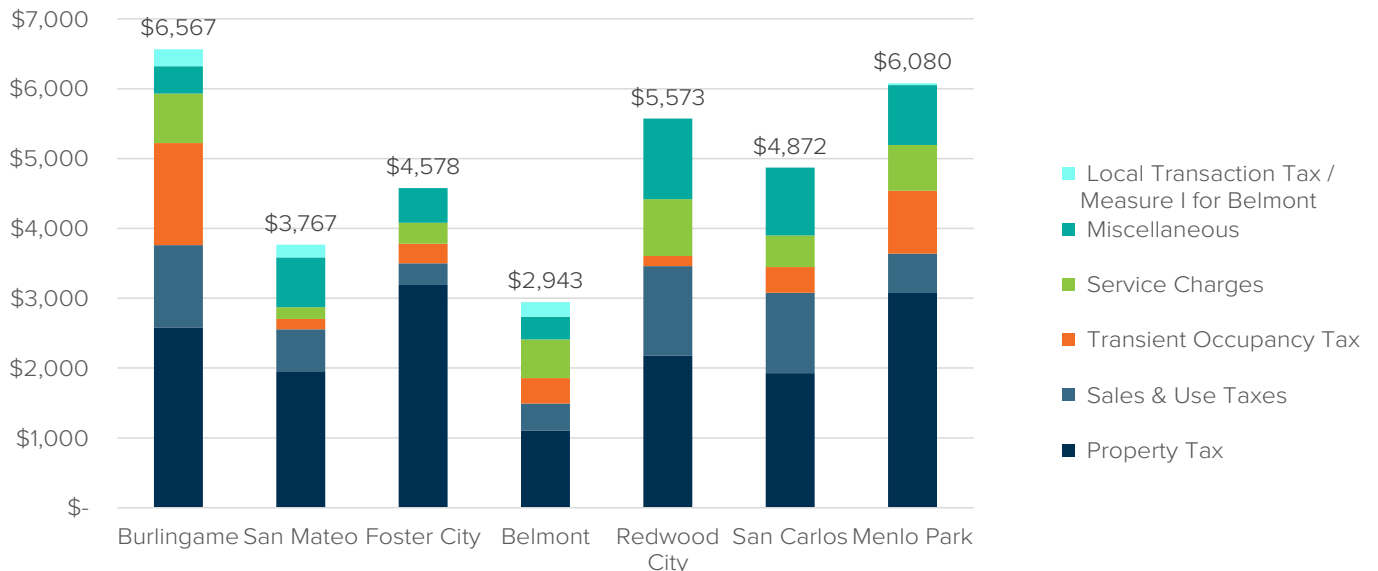
From a financial perspective, maintaining good fiscal health remains a top priority. Meeting this objective preserves the City’s ability to continue providing important programs and services to the community. The operating budget’s principles and fiscal recovery priorities help guide the City’s evolution, 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 diversification of new revenues and/or service delivery models.

Through the past few years, the General Fund balance has built up, mainly due to the one-time American Rescue Plan Act federal funding allocation, combined with continued prudence in containing operating expenditures and staff vacancy savings which are not sustainable long-term. And while our General Fund is at its highest balance and seems to be in good shape, a quick comparison amongst our neighboring cities shows Belmont at the bottom of General Fund balance, using the latest reported data as of June 30, 2023 and available revenues per household, using FY 2023-24 budget data.

Comparison of General Fund Balances



Comparison of General Fund Revenues per Household



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Additionally, the State's proposed budget continues to threaten the City's revenues to balance its own budget by underfunding of property tax in lieu of VLF (VLF). The State's budget takeaway will have a profound and detrimental impact on our City, putting essential services at risk. With a projected \$1.1 million VLF loss in the next fiscal year, Belmont may be forced to cut back on crucial public safety initiatives, leaving our community more vulnerable. Street maintenance will suffer, leading to deteriorating infrastructure and unsafe conditions. Additionally, reduced funding for senior and after school services will strip our elderly residents and families of vital support, undermining their well-being and quality of life.

These cuts jeopardize the very fabric of our City's health and safety. And if the State stops fully funding its VLF payment obligation, our revenue loss grows in each year of the forecast, reducing overall General Fund revenue growth to an estimated 2% annually, not nearly keeping pace with expenditure growth or with annual consumer price index in the bay area, which has averaged 3.6% over the past five years. To that end, the General Fund long-term forecast reflects use of General Fund reserves to replace revenue shortfalls predominately due to the State underfunding VLF, resulting in an ongoing reduction in fund balance reserves. The General Fund balance is projected to drop in each of the subsequent years in the long-term forecast, by a total of \$11 million in the next five years, a staggering 40% drop.



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 continue to become more self-reliant and have local control over local funds, ensuring that local tax dollars are spent for the Belmont community. As our community evolves and flourishes, our organization must use our resources strategically to support the vision set for our community. While reducing expenditures is a prudent short-term measure, targeting investments in Strategic Focus Areas to respond to our evolving community is the long-term solution to build resiliency and quality of life.



Despite the challenges we faced in the past several years and what's ahead in the horizon, our organization will stand ready and resilient. Balancing short-term response and long-term investment will remain a priority for our organization. As we move forward, our goal is to keep Belmont a 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.

Letter of Transmittal

Fiscal Year 2024-25 Budget

The City's budget for FY 2024-25 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 \$102.5 million.

CITYWIDE BUDGET	FISCAL YEAR 2023-24 BUDGET	FISCAL YEAR 2024-25 BUDGET
Citywide Operations		
City	\$62.4	\$63.5
Belmont Fire Protection District	\$12.8	\$13.6
Total	\$75.2	\$77.1
Citywide Capital Improvement Program (CIP)		
City	\$20.5	\$25.3
Belmont Fire Protection District	\$0.05	\$0.07
Total Citywide CIP	\$20.6	\$25.4
Total Citywide Budget	\$95.8	\$102.5

In millions.

Citywide operating budget for FY 2024-25 is \$77.1 million, a contained 2.5% increase over the adopted budget for last fiscal year. This predominately reflects the cost of City-wide operations and strategic funding 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 2024-25 totals \$25.4 million, up from \$20.6 million last fiscal year, mainly attributable to the Twin Pines Park Stormwater Capture Project, which staff has worked diligently to secure federal and state grants, as well as contributions from the County and City of San Carlos as partners in this effort, that will help towards the funding of this project. Our CIP continues to provide significant funding towards improvements relating to streets, sewer and storm drainage systems, technology, facilities, and parks and open space. These projects are discussed in detail in the Capital Improvement Program section of this budget document.

Through community surveys conducted over the past several years, Belmont residents identified the following City service priorities:

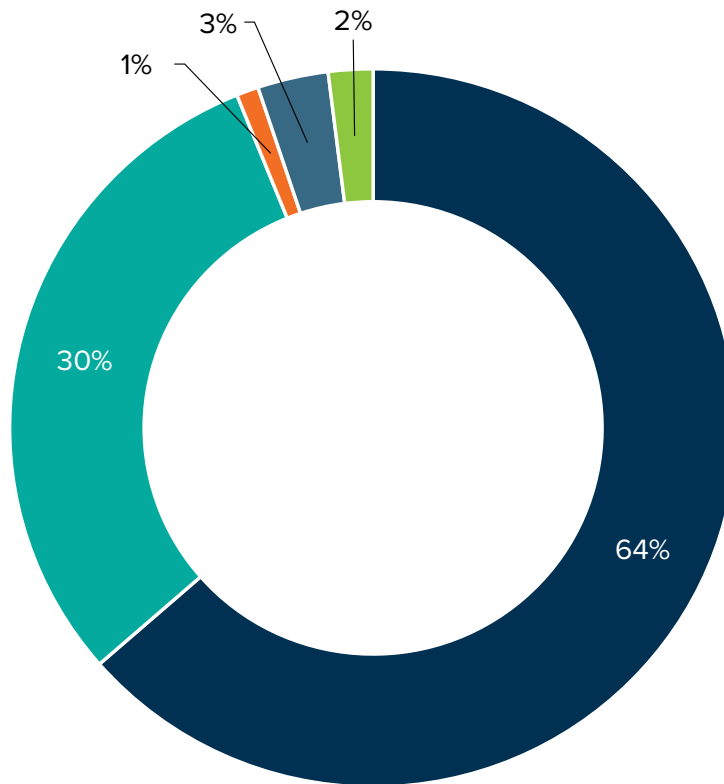
- Fix potholes, and repair streets and sidewalks
- Maintain 9-1-1 emergency response times
- Maintain parks, open space, and sports fields
- Maintain neighborhood police patrols and crime prevention
- Maintain Public Works staff necessary to keep streets, like the Ralston Avenue improvements, and sewer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

The City will continue to utilize various social media platforms and communication channels through partnering with community organizations to expand the dialogue on City service needs and priorities. Along with the community surveys, these priorities have been incorporated through the budget process and reflected in the five-year CIP plan.

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Capital Improvement Program (CIP)

The five-year CIP plan Citywide is \$83.3 million, with the CIP budget for FY 2024-25 at \$25.4 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 2024-25 to the different categories.



STREETS \$7.7M

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

FACILITIES \$800K

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

SEWER/STORM \$16.1M

Includes improvements to the sewer infrastructure and storm drainage systems.

PARKS/OPEN SPACE \$503K

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

TECHNOLOGY \$250K

Includes improvements to communication infrastructure, fleet and equipment.

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General Fund

The General Fund is the primary funding source for the vast majority of core services. General Fund operating expenditures for FY 2024-25 total \$26.6 million, up 3.5% from the adopted \$25.7 million in FY 2023-24. This modest increase continues to show our fiscal prudence in containing expenditures, and predominately reflects the cost of City-wide operations, strategic staffing changes, and funding in focus areas to meet the demands of our community's priority needs, as discussed in more detail below. An additional \$0.2 million is budgeted to support a capital improvement project to sustain the aging Barrett Community Center for FY 2024-25. The budget for Measure I funds in FY 2024-25 includes \$3.6 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 \$16.0M

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



CAPITAL IMPROVEMENT PROJECTS \$3.8M

Includes street and storm drainage improvement projects.



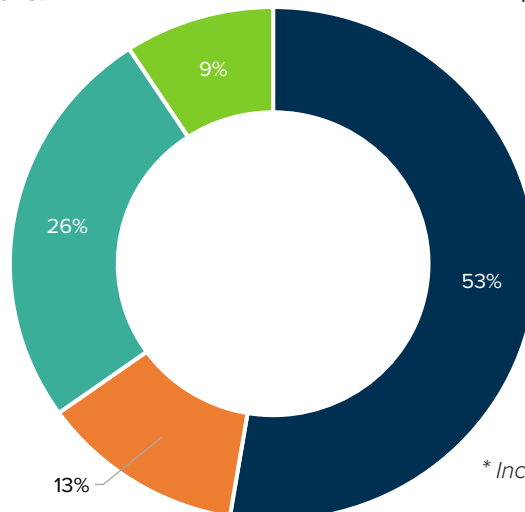
GENERAL GOVERNMENT \$7.8M

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



CULTURE AND RECREATION \$2.8M

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

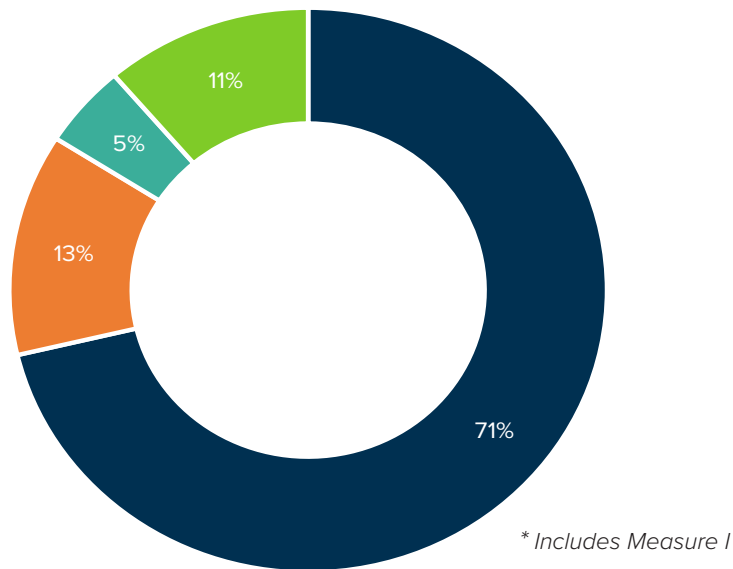


* Includes Measure I

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Additionally, the General Fund supports other Funds that are not self-sufficient in full cost recovery. For FY 2024-25, these Funds include the Recreation Fund, Development Services Fund, Street Maintenance Fund, and Storm Drainage Fund, totaling \$4.5 million. In the long-term forecast, this increases to \$5 million annually for these Funds as expenditures steadily increase, but fees taken in by these Funds stay relatively the same. To that end, we continue to conduct fee studies and master plans to identify the appropriate level of cost recovery for these funds.

General Fund revenues directly and indirectly support core services including police, public works, parks and recreation, and general government operations. The FY 2024-25 revenue budget, excluding transfers in but including Measure I revenue, totals \$32.7 million, up by less than 1% as compared to the \$32.5 million estimated in FY 2023-24. This is mainly due to a \$1.1 million anticipated revenue loss in VLF revenue that the State has indicated they will not backfill in FY 2024-25. A fully-funded VLF represents about 15% of General Fund operations, a sizable proportion. If the State refuses their full funding obligation by denying backfills on VLF shortfalls, this revenue loss will carry significant implications and considerably hampers our revenue growth, which I will explain in more detail later in this transmittal letter.



TAXES \$24.1M

Includes property taxes, sales tax, transient occupancy tax or hotel room tax, business license tax, and property transfer tax.

SERVICE CHARGES \$4.3M

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

FRANCHISES \$1.6M

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

OTHER \$3.8M

Includes grants, property rentals, billboard space rentals, street access fees, fines, one-time transfer in, and interest earnings.

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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 2024-25, the City's enterprise funds support a total of \$29.2 million towards operational and capital needs:



\$20.7 MILLION SEWER COLLECTIONS



\$5.3 MILLION
SEWER TREATMENT FACILITY



\$2.6 MILLION STORM DRAINAGE



\$0.6 MILLION SOLID WASTE

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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 2024-25, 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 2024-25 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

Like all organizations, our organization needs to periodically evaluate its structure, service delivery, and work plan based on current and projected outlook. The allocation of our fiscal, human, and capital resources must be realigned and restructured to systematically move the organization toward facilitating these five strategic priorities, 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 2024-25 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:

- Upgrade two part time Teacher positions, each position from 0.75 FTE to 1.0 FTE, to maintain levels of service and succession planning;
- Enhanced funding to support afterschool enrichment programs and additional senior programs and events;
- Continue to support and deliver diversity, equity, and inclusion programs including training and cultural events;
- Enhanced funding for street improvements;
- Funding to purchase Automated License Plate Readers (ALPRs) to provide and enhance efficiencies in investigative and public safety capabilities;
- Funding to replace a decades-old Public Safety Mobile Command Center, which will be utilized as a backup communications center and mobile command post for critical incidents and emergencies;
- Funding for a contribution towards an affordable housing project;
- Continue funding for major development projects review and comprehensive Harbor Industrial Area annexation analysis.



800-803 Belmont Avenue – 125-unit all-affordable residential apartment development (currently under construction)

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, there are significant residential and commercial development projects

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that will add 1,200 new housing units to the City and approximately 2.6 million square feet of new Biotech/Life Sciences/R&D and commercial office space in the pipeline. The Harbor Industrial Area (HIA), most of which is currently unincorporated, is the subject of a long-term planning visioning exercise geared to prepare the City for a comprehensive annexation effort.

In the meantime, a sewer and stormwater master plan update will identify infrastructure needs citywide, including the HIA, that will improve and address future climate and resiliency of our utility 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

Belmont continues to see a significant amount of both residential and non-residential development activity. Since the latest adopted 5th cycle Regional Housing Needs Allocation (RHNA) in 2015, the City has issued building permits for 840 new housing units, including 255 affordable units, exceeding the City's total 5th cycle RHNA by 243 units. The City has approved development entitlements for an additional 156 housing units, 52 of which are affordable to lower income households, and is currently processing applications for 204 more housing units including 87 affordable units. In the last year, the City Council awarded a loan of \$3.5 million of local affordable housing funds to finance the 125-unit 100% affordable housing project at 803 Belmont Avenue which started construction in May 2024. Additionally, the City approved a contribution of City Housing Successor owned property and a loan of \$1 million for development of another 100% affordable housing project at Hill Street and El Camino Real.



Aerial view of 800-803 Belmont Avenue development project site

After completing a two-year community engagement process, an update to the General Plan Housing Element was adopted in January 2023. The City is continuing to work with the State Department of Housing and Community Development (HCD) to achieve certification, and a revised draft Housing Element was submitted to HCD for review in late May 2024. Despite not having a certified Housing Element, the City did adopt the required zoning updates for Housing Element compliance by the statutory January 31, 2024 deadline.

The City is also working to process development entitlements for various major biotech/life sciences/research and development and commercial office projects that could add 2.6 million square feet of newly developed space in the Island Parkway, Shoreway Road, and Harbor Industrial Areas. Concurrently, Belmont has embarked on a major land use planning effort to develop a Harbor Industrial Area Specific Plan that will guide long-term growth and development activity. Belmont is also working with Stanford University to process an application for a Conceptual Development Plan (CDP) and Development Agreement (DA) for the Notre Dame de Namur (NDNU) campus property. Stanford seeks to renovate and revitalize the campus with continued academic uses and related on site housing and other academic support uses over a 30-year timeframe.

Belmont is enthusiastic about a new partnership with Chamber San Mateo County, which has included establishing a Belmont Business Committee, and looks forward to engaging and supporting local businesses with expanded resources and opportunities. This is an important time for our community, and as an organization we

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are aligning our resources to support our continuing initiative of creating charming and vibrant activity centers both in Downtown and other commercial centers and improving the quality of life in Belmont.

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 and drainage improvements. The Ralston Avenue Pavement Cold-in-Place Recycling Project was completed in December 2023 using Measure I funds. Belmont’s Pavement Condition Index has gone from “at risk to fair” in 2014 to “fair to good” currently and Measure I has been an instrumental revenue source in improving our streets. Measure I funds will again be utilized in the CIP budget, adding \$11.8 million in the 5-year CIP plan with projects including 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.

QUALITY OF LIFE

In the past year, the City developed a Parks, Recreation, and Open Space Master Plan (PROS Plan), and an Open Space Management Plan. The PROS Plan is a strategic, forward-looking document that studies the existing park system, outdoor recreation facilities and programming, and open spaces to identify a decision-making framework and recommendations to plan, maintain, develop, and rehabilitate the City’s network of parks, recreation, and open space for the next fifteen years. The Belmont community recognizes the essential role a well-designed PROS system plays in both individual community health and well-being. Throughout the community engagement efforts, Belmont residents expressed pride in their parks and open spaces and the recreation opportunities they provide.

The PROS Plan and Open Space Management Plan was approved by the City Council in March 2024. The FY 2024-25 budget includes funding for the development of a mini park in a currently underserved area of Belmont.

Through its Community Center Conversation outreach program, Belmont is engaging the public in a discussion about the Barrett Community Center, which is near the end of its useful life. It is now more important than ever to provide an inclusive and accessible recreation space for the care and enrichment of our residents and visitors, a space to continue delivering services such as meal programs, health screenings, flu shots, and more to the most

vulnerable in our community, including seniors, children, and families. As the City works to identify and evaluate different funding tools and strategies, some Belmont residents have worked to establish the Belmont Community Foundation (Foundation), a 501(c)3 organization whose first project will be to engage the community and raise funds for the construction and operation of the new Community Center. A cost reassessment study was completed in January 2023 which estimated that cost for construction of the building and all amenities would be approximately \$70 million. To that end, the FY 2024-25 budget includes capital project funding to continue planning and evaluating different funding strategies for the Belmont Community Center.



Barrett Community Center

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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 to better align with Belmont's historical and evolving diversity. The City integrates these concepts into its staff recruiting and hiring practices, its recreational programs and events, and its strategic decision-making. The City also collaborates with community organizations to celebrate events such as Lunar New Year and Diwali and to host speakers on diversity, equity and inclusion topics. The FY 2024-25 budget includes resources to continue these important efforts.



Lunar New Year, 2024

LONG-TERM FISCAL SUSTAINABILITY

Belmont has long been fiscally responsible with a focus on long-term sustainability. The Belmont Strategic Plan, adopted in 2020 and reaffirmed in the 2023-2027 Strategic Plan Update, 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 several years that are outside the City's control have been hurting our revenue sources, and more threats lie ahead due to the State's action to take away our VLF funding which can carry significant revenue loss for us. Focusing on long-term fiscal sustainability is essential. To that end, the FY 2024-25 budget includes resources that will support this strategic focus area.

Our continuous engagement efforts show that enhancing locally-controlled revenues to support fiscal sustainability is a key priority. Belmont voters showed their confidence in the City by resoundingly passing an increase to the transient occupancy tax rate, or hotel room tax rate, from 12% to 14% that became effective in January 2023. Such positive news was only temporary, unfortunately. With the fiscal challenges that are ahead of us, much more remains to be done to secure locally-generated and locally-controlled revenue sources that cannot be taken away. To that end, the City in the last few years has been exploring the regulation of commercial cannabis businesses, and Council adopted a cannabis land use ordinance in November 2023, with conditional use and regulatory permits ordinances adopted in January 2024, that will allow up to two retail cannabis storefronts within the area along south El Camino Real from O'Neill Avenue to the San Carlos border. This paves the way for the City to receive and evaluate applications and collect an important source of locally-controlled revenues from these businesses if and when a retail cannabis business is established while providing a retail service within the city. Another area that Belmont has been working on is updating and simplifying our business tax ordinance. A robust engagement effort, with partnership from Chamber San Mateo County, has been underway that includes outreach to our business community with workshops, focus groups, and surveys for a potential ballot consideration in November 2024.

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 has taken steps for creating a Community Facilities District for generating a locally-controlled source of revenue that will be funded by new developments for the provision of increased City service demands. There is much to do, but I am proud of these many efforts that the City is undertaking and Council is supporting; they show the commitment we have to ensure fiscal sustainability and the dedication we have to provide high-quality services to our community.

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Challenges

INFRASTRUCTURE FINANCING

The City initiated a Sewer and Storm Drain Master Plan update to identify strategies for planning, budgeting, and improving the City's stormwater system based on physical condition of the system and future redevelopment plans. At the conclusion of the Sewer and Storm Drain Master Plan update, a prioritized short- and long-term Capital Improvement Program (CIP) plan with detailed descriptions and cost estimates will be prepared and funding strategies developed. The aging storm drain system is likely to require significant improvements, and the City must identify new sources of capital funding to meet current and future storm drain service needs. Efforts are underway to identify both the costs and funding mechanisms and will be the focus in the next year to improve our community to meet current and future demands in our infrastructure.

PROPERTY TAX

Property tax is the largest source of revenues in the General Fund, and until recently, the most stable source of revenues. Current actions from the State that are outside the City's control will begin to take away Belmont's full funding of property tax in lieu of VLF beginning FY 2024-25.

As way of background, the State's in-lieu VLF payment obligation arises from the VLF "Swap", which was an integral part of the 2004 Budget compromise. Under the terms of that compromise, the State permanently reduced the annual vehicle license fee rate from counties and cities, and in exchange, the State guaranteed counties and cities an "in-lieu" VLF payment for the lost revenues. VLF is funded by property tax from non-basic aid school districts, with any monies taken from non-basic aid school districts being backfilled by the State, so they do not suffer any loss from the in-lieu VLF payment. This ongoing VLF obligation is adjusted annually based on growth in assessed valuation of properties within local agency boundaries.

In San Mateo County, local taxing entities including Belmont have been facing a shortfall in VLF revenues as less school districts in San Mateo County are categorized as non-basic aid. Out of 26 school districts in San Mateo County, only 5 are currently categorized as non-basic aid. As such, the Countywide shortfall was \$70 million in FY 2022-23, and estimated to grow to \$114.3 million in FY 2023-24, with Belmont's share at \$1.1 million and \$1.7 million, respectively. The shortfall grows as more school districts lose their non-basic aid status and flip to basic aid. These shortfalls are beyond the counties' and cities' control.

Historically, the State has made counties and cities whole by reimbursing VLF shortfalls through a special appropriation in the State budget that then gets distributed back to counties and cities two years after the VLF shortfall. For example, the FY 2022-23 shortfall will get reimbursed in FY 2024-25, if approved via the State budget. Even though we have to wait two years, this appropriation still ensures that all counties and cities including Belmont receive their full VLF payment. And to that end, the State's proposed budget does not include an appropriation to cover our FY 2022-23 VLF shortfall. For Belmont, this means a \$1.1 million loss of revenue in FY 2024-25, the entirety of our business license tax revenue, which is a major revenue source in the General Fund. This revenue loss is estimated at \$1.7 million in FY 2025-26 and is forecasted to grow exponentially each subsequent year, because the estimates are based on assessed valuation growth and based on the number of non-basic aid



Ralston Middle School, Belmont-Redwood Shores School District (Basic Aid)

Letter of Transmittal

school districts which are becoming fewer and fewer each year. Over the next five years, the projected loss in VLF revenue totals \$10 million, and that grows to an alarming \$30 million over the next ten years when there are no longer any non-basic aid school districts forecasted. With such loss, overall revenue growth in the General Fund gets reduced to an estimated 2% annually, not nearly keeping pace with annual consumer price index in the bay area, which has averaged 3.6% over the past five years.

A fully funded VLF is about 15% of our total General Fund operations, a significant proportion, and funds for essential City services, such as public safety and also critical infrastructure maintenance work. The level of police, fire, and public works first responder resources will be dramatically impacted if the State refuses to meet its funding obligations to us. It would also be contrary to the 2004 Budget Compromise in which these payments were guaranteed in exchange for substantial financial contributions by local governments. Failure to provide the total payment would devastate local budgets and services that depend on these funds, including Belmont.

The San Mateo County and City Manager's Group have been mobilized along with our local representatives to put on a strong voice to hold State to its obligations. We will monitor this situation closely and update the City Council as more information becomes available.

ORGANIZATIONAL DEVELOPMENT

An important issue facing Belmont and other jurisdictions throughout the public sector is organizational development, with the wave of staff turnover and 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 staff turnover and retirements are not a surprise and are a part of ongoing organizational change, we are needing to train up new talent when they arrive, and also deal with the loss of institutional knowledge that our long-term employees leave with when they retire.

As I mentioned in the beginning of this transmittal letter, about 45% of our workforce is new within the past eighteen months. Another 30% is eligible to retire now or within the next five years. Given the small size of our organization at just around 145 approved full-time employees, these are staggering percentages. We remain focused on succession planning and attracting new talent. 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 part of our sustainability objectives. This requires thoughtful foresight and execution, while keeping an eye on our Strategic Focus Areas and advancing those priorities. That is why we have conducted a thorough assessment of our organizational structure and have since been working diligently to implement an updated structure with various vacant position reallocations to better align staff to advance the strategic goals of the City Council. I am confident that this new structure will serve us well as we move towards the future to meet the needs of our community.

Another key to our success will be our focus to attract new talent, especially 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. Our recruitment efforts are becoming more robust than ever, reaching out in various channels to attract potential team members, and developing an onboarding process to ensure the success of our new employees. We also started a series of new hire lunches with the City Manager this past year, as a way of making our new employees feel welcomed to the Belmont family. 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. As I noted earlier in this

Letter of Transmittal

transmittal letter, the General Fund balance has been building up in the past few years, mainly due to the one-time American Rescue Plan Act federal funding allocation, combined with continued prudence in containing operating expenditures. In the meantime, we will likely begin to experience VLF revenue loss starting next fiscal year, while expenditures keep increasing. 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.

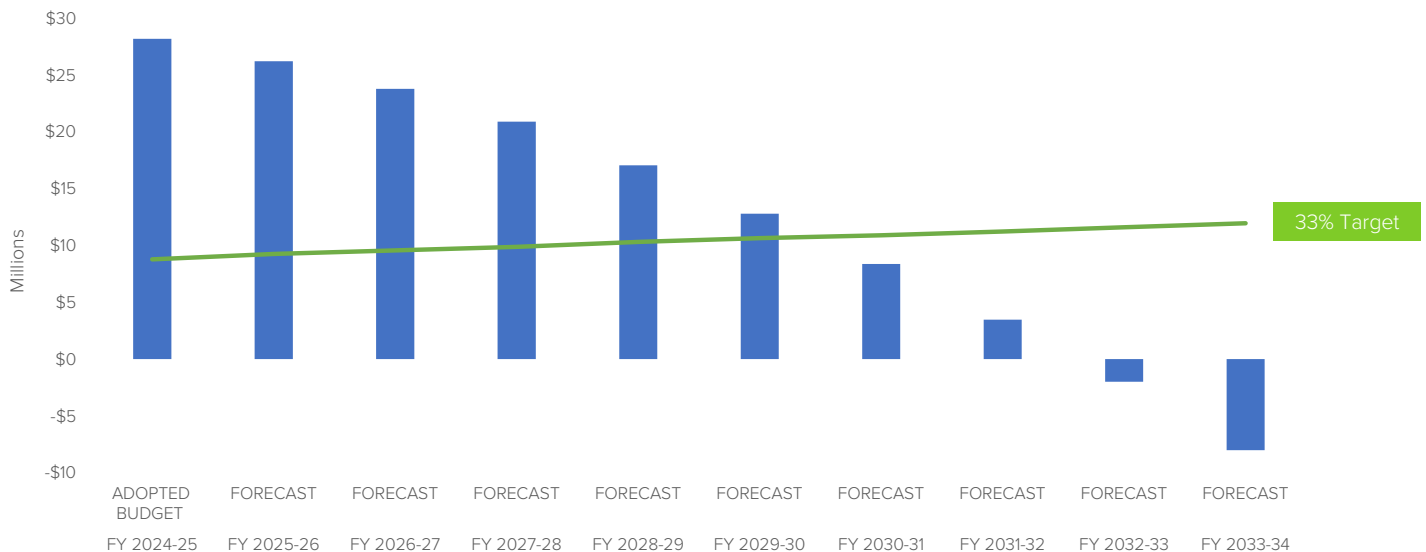
With over 50% of the General Fund operating expenditures going to personnel costs, the plan projects for key factors such as salary increases, pension cost increases, and medical premium increases. On top of that, the General Fund provides support to other funds that are not fully recovered through user 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 estimated \$5 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

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, namely the State's action to underfund their VLF property tax obligations. The graph shows our projected ending fund balance in the next ten years.

General Fund Balance Long-Term Forecast



Letter of Transmittal

As demonstrated in the graph, the General Fund balance is projected to fall below the 33% reserve target by FY 2030-31. The accompanying long-term financial plan in the Fund Information Section of this budget document underscores the importance of carefully considering adding 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, through fee studies and cost recovery assessments. As we move forward, this plan will continually be evaluated to identify issues and assess options to address those issues.

Concluding Remarks

The FY 2024-25 budget has been developed to strike a thoughtful balance between the short-term and long-term. While we must respond to the property tax revenue loss 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 navigate into the next phase to build a stronger foundation, 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 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



CITY OVERVIEW



Achievement Highlights

INFRASTRUCTURE AND MOBILITY

Infrastructure achievements include significant investments in the City's sewer and storm systems with completed construction of the Hiller Sanitary Sewer Capacity Improvement Project, and the 2023 Sanitary Sewer Rehabilitation project. The new Hiller Lift station is 100% designed and construction will take place in the summer of 2024. The Belmont Creek Restoration within Twin Pines Park and the Multi-benefit Stormwater Detention Basin Project near City Hall are both approximately 90% designed, with each project anticipating construction in 2025. In addition, the development of two Master Plans for the City's Stormwater System and Sanitary Sewer Infrastructure System will be completed in 2024. Both master plans will provide new lists of recommended capital improvements and cost estimates.

The roadway rehabilitation on various streets was completed as part of the 2023 Pavement Project. Summer construction is set for sewer main repairs and replacements, followed by pavement rehabilitation in the same areas of the City. Both the 2023 Pavement Rehabilitation project and the 2024 Slurry Seal project will be completed in the summer of 2024, ensuring that over 50 local streets in Belmont will be restored to pristine condition. The Ralston Segment 3, Cold in Place Recycled Pavement Project was also in 2023, as was the Davey Glen ADA improvements. Transportation and Mobility accomplishments will include anticipated construction of the BVSP downtown bikeway improvements, which provided new bike lanes and will be completed in 2024. The design of the Alameda de las Pulgas Corridor Project (Carlmont Drive to San Carlos City limit) is also nearing completion. The Ralston



Avenue Adaptive Signal Project was completed in 2022 and has improved traffic flow on the City's busiest travel corridor. 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 70 by the end of 2024. Additional accomplishments include completion of the Residential On-street ADA Parking Policy, issuance of over 500 Public Works permits, and response to recent storm events including pursuing reimbursement from FEMA for storm damage.

ECONOMIC DEVELOPMENT & HOUSING

Belmont continues to experience significant residential and non-residential development activity. As reported in the Housing Element, since 2015, the City has issued permits for 865 housing units, including 350 affordable units. The City exceeded the 5th Cycle Regional Housing Needs Allocation by 243 units. The City has approved development entitlements for an additional 156 housing units, 52 of which are affordable to lower income households, and is currently processing applications for 267 more housing units, of which 149 are slated as lower-income affordable units. The City is working to finalize its 2023-2031 Housing Element and is hoping to secure State Housing & Community Development (HCD) approval in Fall 2024.

Belmont continues to process large-scale development applications for four major Biotech/Life Sciences/R&D & Commercial Office projects that would add 2.6 million square feet of new developed space in the Island Parkway, Shoreway Road, and Harbor Industrial areas. The City is halfway completed with its major land use planning/visioning effort via the Harbor Industrial Area (HIA) Specific Plan that will guide long term growth and development activity for this key redevelopment area. Belmont continues to work with Stanford University to process an application for a Conceptual Development Plan (CDP) and Development Agreement (DA) for the NDNU campus property. Stanford seeks to renovate and revitalize the campus with continued academic uses, related on-site housing, and other ancillary support uses over a 30-year timeframe.

Belmont continues to enhance its partnership with Chamber San Mateo County, including creation of a Belmont Business Committee, and looks forward to engaging and supporting local businesses with new resources and opportunities.

Achievement Highlights

FISCAL & ORGANIZATIONAL SUSTAINABILITY

The City received the Award for Excellence in financial reporting for the FY 2021-22 Annual Comprehensive Financial Report (ACFR), as well as the Distinguished Budget Presentation Award and the Operating Budget Excellence Award for the FY 2023-24 Budget. The Human Resources Division successfully recruited a number of talented staff in a highly competitive labor market, executed aggressive strategies to fill double digit vacancies, and recognized employees through appreciation events. HR provided 100 training opportunities for employees in the areas of leadership, supervision, safety, public service, and technology skills. In addition, HR achieved 100% compliance with mandatory employee trainings. The Information Technology Division upgraded Wi-Fi in City Hall and all City satellite locations, enhanced the GIS platform, completed the VoicePrint upgrade for the Police Department, expanded security camera infrastructure and internet for the Sports Complex, implemented parcel data integration with Community Development and expanded the Asset Management system. IT upgraded virtual servers and enhanced cybersecurity.

PUBLIC SAFETY

The Belmont Police Department continued its efforts in upgrading transparency platforms and community messaging. 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 third 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 also reflected on the wellbeing of our staff and looked at innovative ways to improve wellness. In addition, the department continues to see successes from our Community Police Academy. The



academy provides community members with an inside look at the police department by presenting on the functions, capabilities, and limitations of the agency. The department, in conjunction with members of the City Council, continue our work collaboratively in the Public Safety Committee to address police policies, procedures, and transparency. As the department looks into the future, we continue to plan and reevaluate for the future to enhance its succession planning, infrastructure concerns, and service model to ensure continued community success.



QUALITY OF LIFE

The Parks and Recreation Department provided a record number of programs and events this year, with a focus on diversity, equity, and inclusion. Highlights included introducing the Superstar Dance and Adaptive Egg-venture Hunt for youth with disabilities and hosting our 3rd annual Lunar New Year Celebration and 2nd annual Martin Luther King, Jr. Poetry & Essay Contest. We continued to offer a robust, yet affordable preschool program and, as a World Health Organization “Age Friendly City,” we extended senior center drop-in hours and programs and released a community survey on how to make our city a better place to age.

Staff also ensured the safety and maintenance of 63 acres of developed parkland, 300+ acres of open space, 25 acres of school fields, and 165,000 square feet of facilities. CalOES and FEMA grant activities regarding open space fuel reduction advanced, and we revived discussions regarding the future of our beloved 73-year-old Barrett Community Center by launching “The Community Center Conversation.”

In early 2024, the Parks, Recreation, and Open Space (PROS) Master Plan was adopted and will provide a vision for priority projects and resource allocation over the next 15 years.

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, and climate action goals.

OBJECTIVES:

- Enhance multi-modal transportation
- Advance pavement and street improvements
- Advance sewer and stormwater system improvements
- Advance improvements at parks, athletic facilities, and buildings
- Advance climate action goals

Economic Development & Housing



GOAL: Local business and land use policies that promote economic development, vibrant mixed-use centers, and diversity of housing choices.

OBJECTIVES:

- Support local Economic Development strategies
- Implement a balanced land use vision, housing goals and programs

Fiscal & Organizational Sustainability



GOAL: Ensure financial stability, quality city services delivered through our employees and investment in our organizational development.

OBJECTIVES:

- Ensure fiscal and revenue sustainability
- Strengthen organizational development

Public Safety



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

OBJECTIVES:

- Ensure seamless public safety services - Police and Fire
- Strengthen Emergency Preparedness

Quality of Life

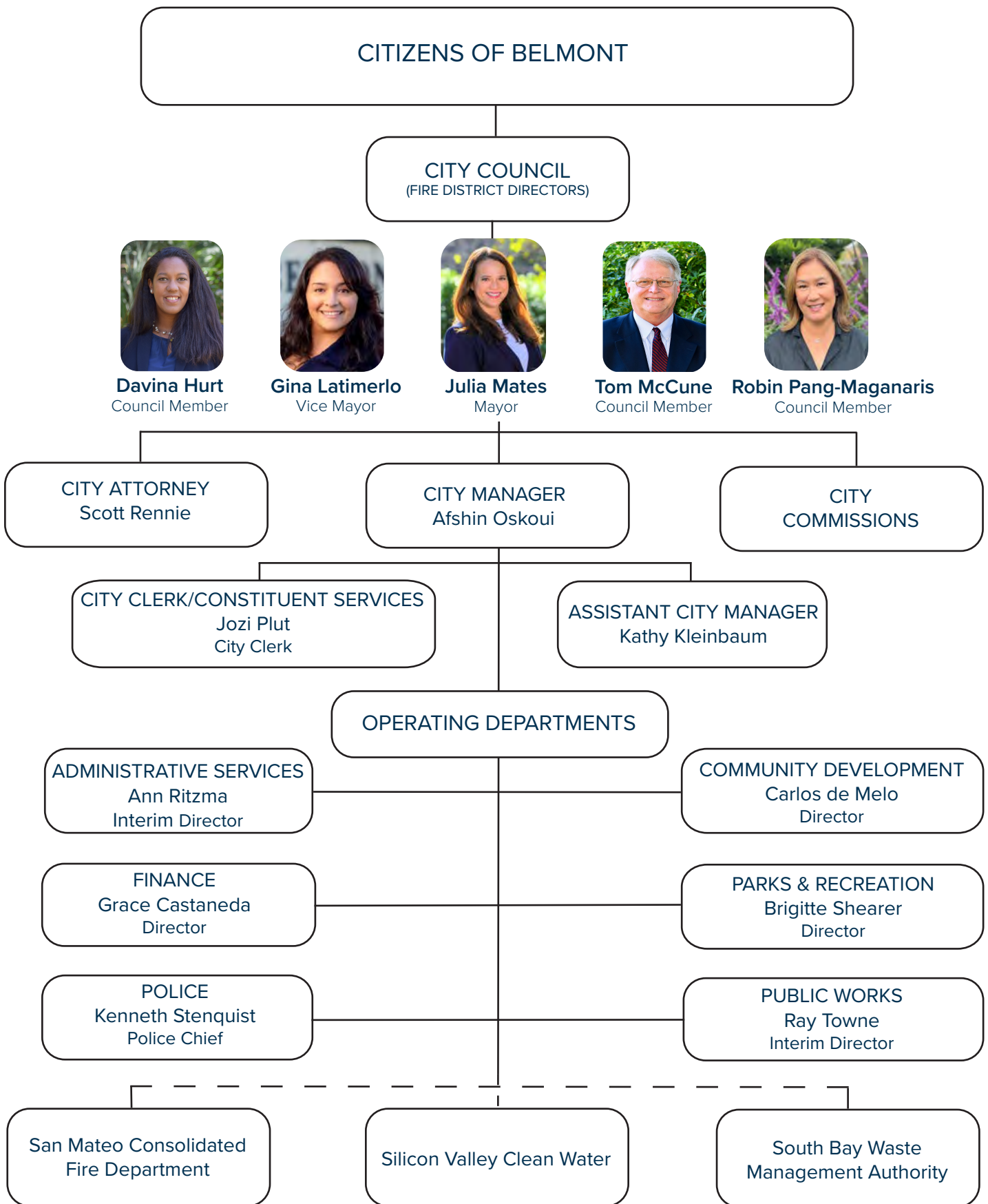


GOAL: Engage the community in maintaining and enhancing Belmont's character and quality of life.

OBJECTIVES:

- Improve Parks & Recreation facilities and programs
- Create diverse and unique community spaces
- Foster meaningful community dialogue

Organizational Chart



City Profile

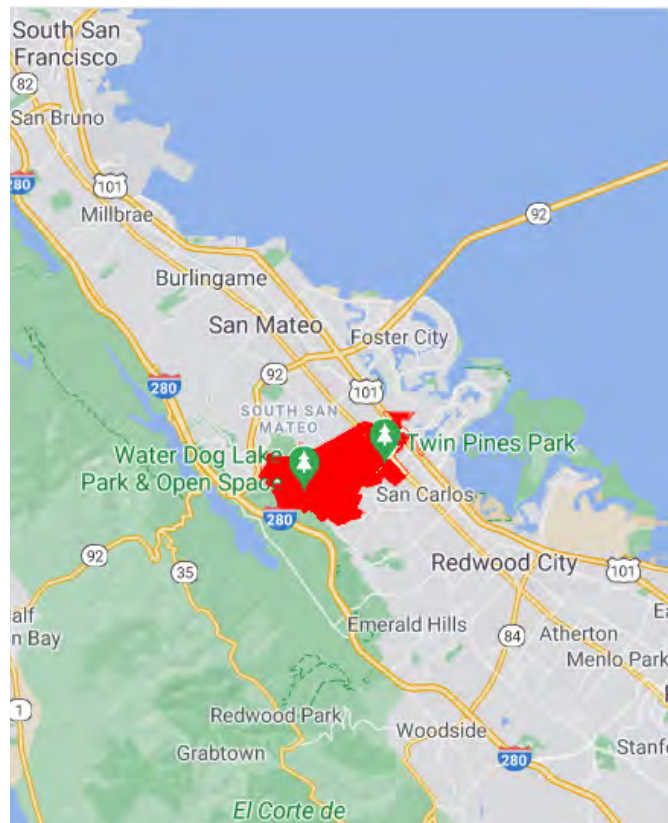
CITY OF BELMONT PROFILE

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 are elected by district for a four-year term by Belmont voters in November of even-numbered years. The Mayor is elected at large, and Vice Mayor is appointed by the City Council 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 27,110.

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
- \$92,904 - City Per Capita Personal Income*
- \$77,741 - County Per Capita Personal Income*
- 3.7% Unemployment Rate (City)⁺
- 3.2% Unemployment Rate (County)⁺
- 27,110 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
- 8,281 Sewer Service Connections

ECONOMIC DEVELOPMENT & HOUSING

- 2,279 active business licenses
- 39 new housing unit building permits issued in FY 2022-23 (includes single family, townhomes and ADU's)
- \$185,944 median household income*
- 56.6% of homes occupied by owner **

*U.S. Census Bureau

**Data USA

FISCAL & ORGANIZATIONAL STABILITY

- 144.75 authorized employees
- 17% of City workforce are currently eligible to retire
- Another 14% of City workforce will be retirement eligible within 5 years
- \$25 million unassigned General Fund reserves as of fiscal year 2022-23

PUBLIC SAFETY

- 32 sworn police officers
- 12 civilian police personnel
- 32 police fleet vehicles
- 21,765 incidents responded to in FY 2022-23
- 3 minutes 17 seconds average police priority call response time
- 2 fire stations*
- 2 fire trucks - Fire Engine 14 and 15
- 3,206 calls for fire service
- 5 minutes 27 seconds average fire response time

* Fire protection provided by San Mateo Consolidated Fire Department

QUALITY OF LIFE

- 63 acres of developed City-owned parks and fields
- 25 acres of school district sports fields
- 300+ acres of open space
- 165,000 sq. ft. of buildings maintained
- 801 programs offered (all ages)
- 25 unique special community events hosted
- 7 diversity, equity and inclusion programs and events
- 8,507 senior meals served
- 274 facility rentals
- 250 picnic rentals

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 capital projects fund appropriations are valid for the life of the projects. 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 regular

Council meetings and a public hearing 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, while capital improvement appropriations are carried over to subsequent years until projects are completed.

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. 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 Annual Comprehensive 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 hold regular meeting on the introduction of the proposed budget and provide feedback and guidance prior to the delivery of the proposed budget.
- Audit Committee reviews 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	2/13/24	Adopt motion approving Budget Calendar	Finance	✓
Tuesday	2/27/24	FY 2023-24 Mid-Year Review and Adoption	Finance & All Departments	✓
Thursday	3/27/24	Council Priority Workshop <ul style="list-style-type: none"> FY 2024-25 Strategic Planning & Financial Forecast Priorities and policy considerations 	Finance & All Departments	✓
Monday	3/11/24	Issue budget priorities, Master Revenue Schedule, and detailed budget instructions and forms to departments.	Finance	
Wednesday	3/27/24	Submit proposed initiatives, operating and capital requests, and revenue estimates to Finance	All Departments	
Wednesday - Friday	4/3/24-4/12/24	Conduct departmental budget meetings	City Manager, Finance & All Departments	
Monday	4/15/24	Begin compilation of FY 2024-25 Budget and preparation of budget message	City Manager, Finance	
Friday	5/10/24	Distribute proposed FY 2024-25 Budget	Finance	
Tuesday	5/14/24	<ul style="list-style-type: none"> Introduce the proposed FY 2024-25 Budget and department presentations Set public hearing on adopting the FY 2024-25 Budget and setting non-Prop. 218 fees and charges – June 11, 2024 	All Departments	✓
Tuesday	6/4/24	Audit Committee reviews proposed FY 2024-25 Budget	City Manager, Finance	✓
Tuesday	6/11/24	<ul style="list-style-type: none"> Present Audit Committee recommendation Public Hearing (City Council and Fire Protection District) Adopt resolutions implementing FY 2024-25 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 Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2022

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, 2023

Christopher P. Morrill

Executive Director

CSMFO Budget Award



California Society of Municipal Finance Officers

Certificate of Award

***Operating Budget Excellence Award
Fiscal Year 2023-2024***

*Presented to the
City of Belmont*

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

January 29, 2024



[Signature]

*Rich Lee
2023 CSMFO President*

Dedicated to Excellence in Municipal Financial Reporting

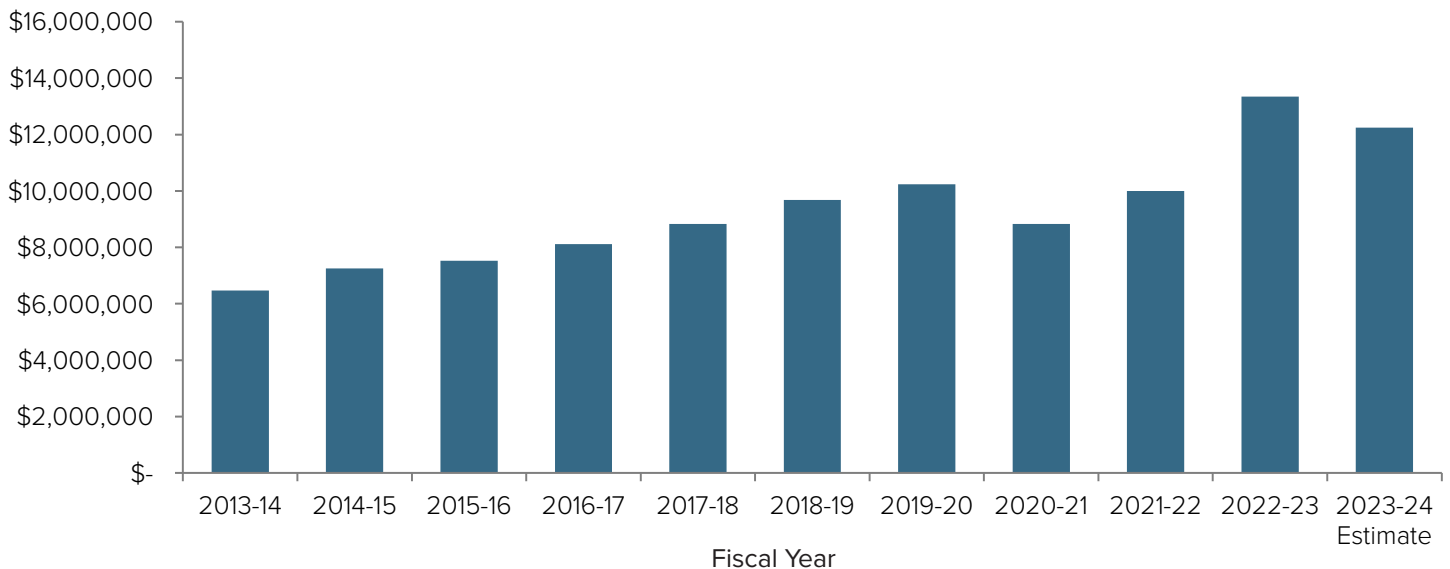
[Signature]
*James Russell-Field, Chair
Recognition Committee*

A photograph of an outdoor patio area at night. The patio is furnished with several round tables and chairs. Large, silver, cylindrical patio heaters are positioned around the area. The space is illuminated by warm, yellow string lights strung across the ceiling and around a large tree trunk. A wooden railing runs along the edge of the patio. In the foreground, there are lush green plants and ferns. The overall atmosphere is cozy and inviting.

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 \$6.5 million in fiscal year 2013-14 to \$13.3 million in fiscal year 2022-23, 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 6.7% annually. The assessed valuation in Belmont is heavily weighted toward residential properties at almost 90%, and with many residential properties changing hands, especially ones that had been in long-term ownership, growth in this revenue source has been significant in the past several years. However, such extended growth is not expected in the long-term. Low interest rates in the past several years have helped with the increase in property sale prices and therefore growth in assessed valuations, but as interest rates have become elevated in the past couple years, property sale prices are not increasing at a pace as they have in the past, and assessed valuation growth has muted. The estimated assessed valuation growth in fiscal year 2023-24 is dropping to 5.6%, and projected to drop further in fiscal year 2024-25. Furthermore, funding for property tax in lieu of VLF continues to be threatened, and as the funding shortfall increases, combined with the current outlook in the State budget deficit, the State has

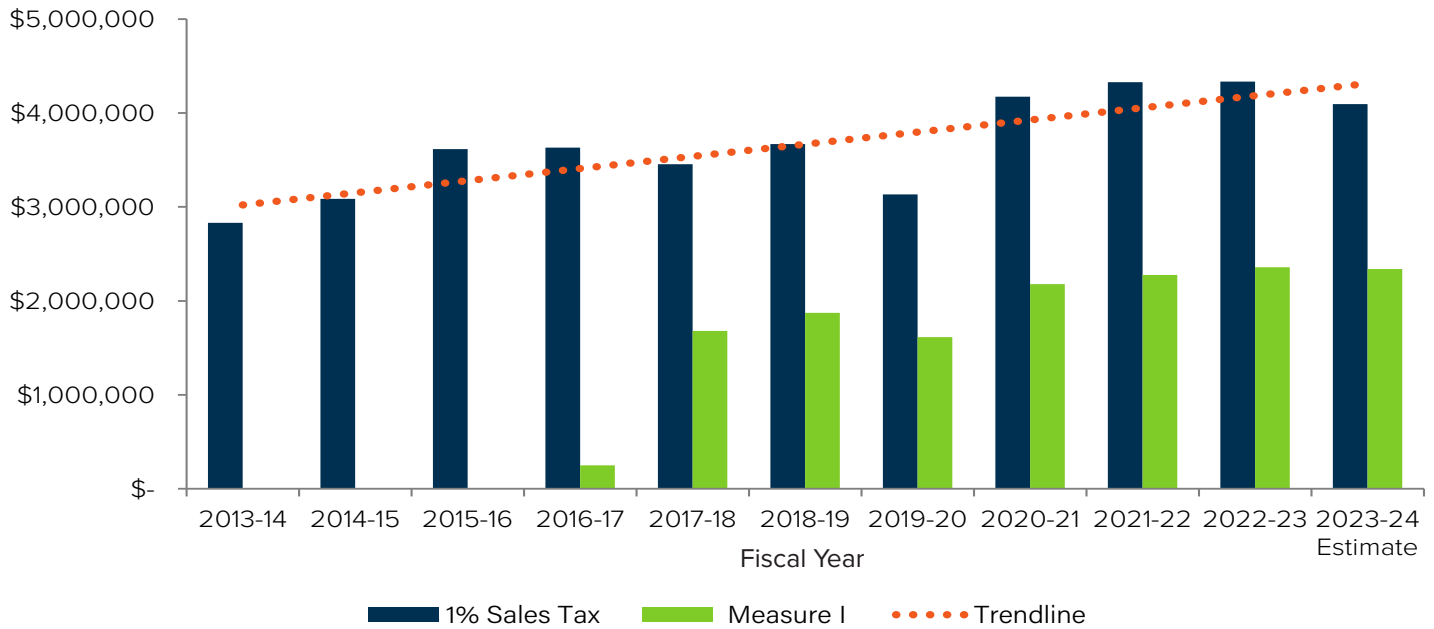
taken a stronger stance in excluding the shortfall reimbursement in their budget, with implications of rejecting any shortfall reimbursements in the future. The expectation moving forward and as reflected in the ten-year financial plan is for property tax revenue growth to de-escalate, with property transaction activity getting back to a more sustainable baseline growth.

CHANGES IN ASSESSED VALUATIONS

FISCAL YEAR ENDS JUNE 30	% CHANGE FROM PRIOR YEAR
2014	6.4%
2015	3.9%
2016	8.3%
2017	7.4%
2018	6.5%
2019	7.3%
2020	7.5%
2021	6.5%
2022	4.3%
2023	8.8%
AVERAGE	6.7%

Major General Fund Tax Revenues

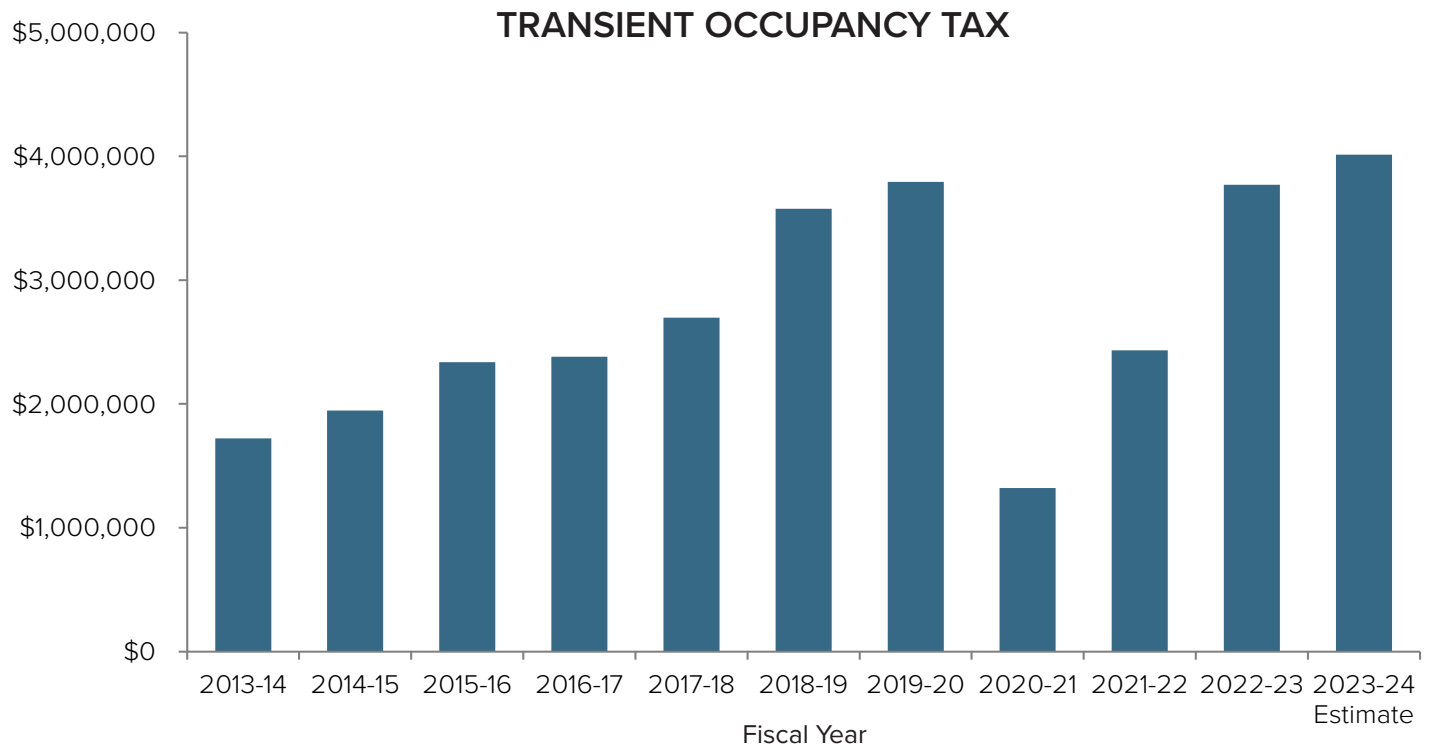
SALES TAX



MAJOR GENERAL FUND TAX REVENUES: SALES TAX

This chart shows sales tax revenues trend over the last ten years, along with the fiscal year 2023-24 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 2019-20, which reflected the impact of the COVID-19 pandemic and the recognition of sales tax deferrals from businesses at the onset of the pandemic. 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 has helped significantly towards the recovery in this revenue source. However, this rate of growth is not sustainable and is not expected to continue. This becomes evident in fiscal year 2023-24 when sales tax estimates are decreasing and falling below the trendline, as consumers have scaled back on their auto purchases, and consumer behavior shifted 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.

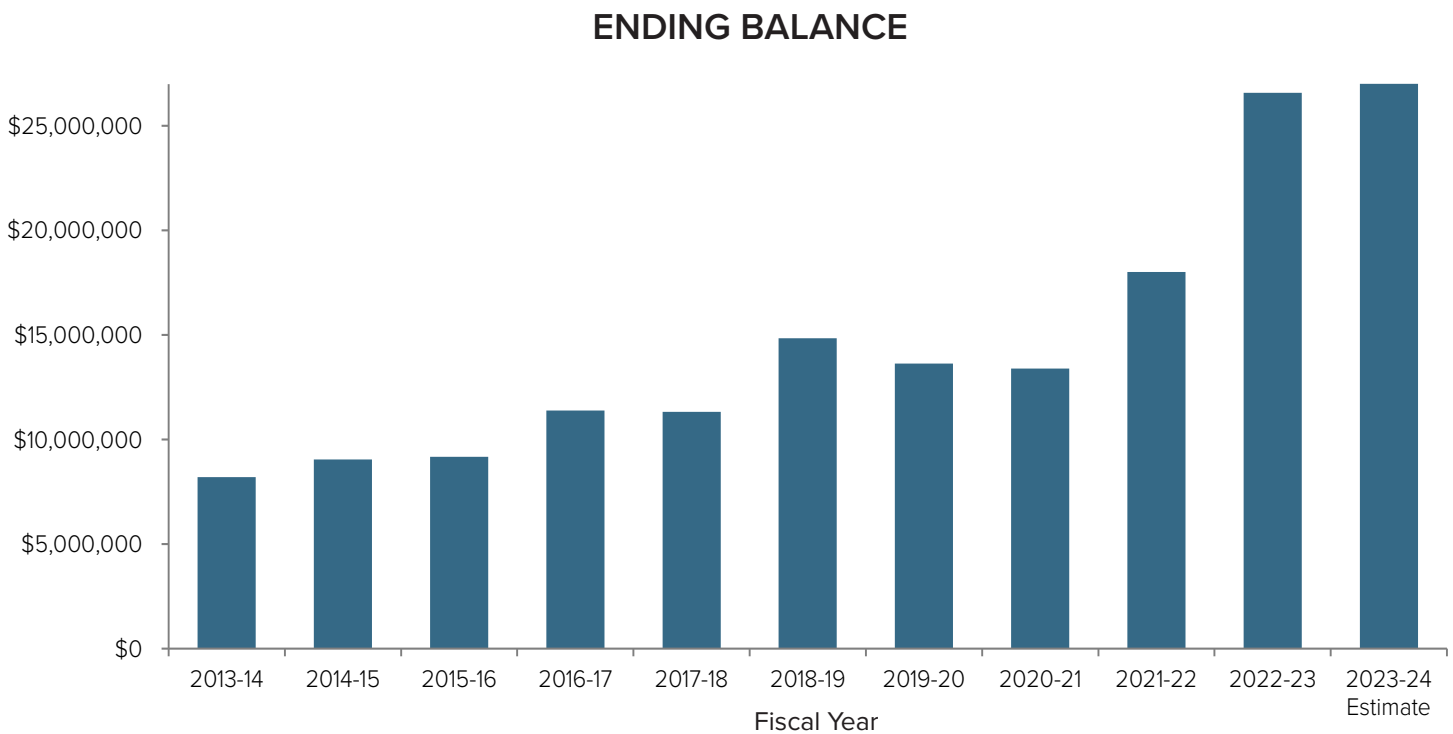
Major General Fund Tax Revenues



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 2018-19 and 2019-20 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 halted growth abruptly, and the reactive nature of TOT to the economy was clearly demonstrated with an unprecedented drop in TOT in fiscal year 2020-21 as travel was restricted and occupancy rates dropped precipitously. In Belmont, hotels cater mostly to business travelers, and because business travel didn't recover as quickly as leisure travel, recovery in TOT was slow. That said, Belmont voters approved to increase the TOT tax rate to 14% that became effective in January 2023, which expanded the overall tax base and helped with the recovery in this revenue source. TOT revenue is estimated to get back to pre-pandemic levels in fiscal year 2023-24; however, it is important to note that this revenue source is still missing the growth that it would have had if not for the impacts from the pandemic. The impacts on the increased TOT tax rate, on travel behavior, 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 2023-24. As demonstrated in the graph, reserves steadily increased during the period of extended economic growth after the Great Recession. However, the fund balance was once again threatened, with fund balances dropping in fiscal years 2019-20 and 2020-21, as major sources of General Fund revenues were impacted significantly from the COVID-19 pandemic. The fund balance increased in fiscal years 2022 and 2023, mainly due to an allocation of federal stimulus relief funding from the American Rescue Plan Act, and continuous expenditure reduction strategies that are no longer sustainable. Federal and state stimulus relief funding helped with the fund balance, but they are only one-time, while service demands continue to increase and maintaining quality of services will require resources to meet those demands. Positions whose funding were frozen or kept vacant lowered expenditures and therefore helped with the increase in fund balance, that that is not sustainable without a severe impact to the level of service provided to the community. 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 will need to 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 2021-22	FY 2022-23	FY 2023-24
Administrative Services*	-	-	9.00
City Attorney	1.00	1.00	1.00
City Council	5.00	5.00	5.00
City Manager	6.00	6.00	6.50
Community Development	10.00	11.00	11.00
Finance	7.50	7.50	9.00
Human Resources	3.00	5.00	-
Information Technology	4.00	5.00	-
Parks & Recreation	23.80	24.00	24.75
Police	44.00	44.00	45.00
Public Works	33.00	33.00	33.00
Total City	137.30	141.50	144.25

* Administrative Services includes Human Resources and Information Technology beginning FY 2023-24.

FARM HOUSE







BUDGET OVERVIEW

Citywide Operating Budget

FUND #	FUND NAME	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
General Funds					
101	General Fund	21,509,850	22,428,452	24,851,913	26,578,220
General Funds Total		21,509,850	22,428,452	24,851,913	26,578,220
Special Revenue Funds					
205	Recreation	2,863,954	3,145,443	3,548,172	4,085,100
206	Library Maintenance and Operation	431,670	350,657	446,425	472,458
207	Athletic Field Maintenance	73,743	78,116	141,667	143,800
208	City Trees	39,291	37,137	81,080	76,280
209	Parks and Recreation Donations	3	-	264	9,500
210	Development Services	4,764,465	5,520,110	6,206,963	6,970,292
212	General Plan Maintenance	8,057	315,322	709,296	1,349,975
225	Public Safety Grants	2,370	3,451	1,000	9,000
227	Supplemental Law Enforcement	240,123	178,762	125,060	87,110
231	Street Maintenance	2,001,626	2,232,003	2,463,055	2,598,760
234	Street Improvement	61,177	86,561	74,912	69,563
275	Affordable Housing	447,454	419,877	3,771,532	1,451,567
Special Revenue Funds Total		10,933,932	12,367,439	17,569,424	17,323,405
Capital Projects Funds					
308	General Facilities	8,301	4,951	9,099	7,076
310	Infrastructure Repair	208,712	89,584	-	-
341	Planned Park	731,667	720,293	672,343	672,063
343	Open Space	16,854	27,092	-	-
Capital Projects Funds Total		965,534	841,920	681,442	679,139

Citywide Operating Budget

FUND #	FUND NAME	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Debt Service Fund					
406	Library Bond Debt Service	670,834	680,643	670,656	681,615
Debt Service Funds Total		670,834	680,643	670,656	681,615
Enterprise Funds					
501-503	Sewer Collections	8,055,361	8,193,591	9,692,726	10,259,499
507	Sewer Treatment Facility	4,287,005	1,981,278	4,372,504	5,349,705
525	Storm Drainage	2,091,299	1,685,021	1,893,043	2,059,993
530	Solid Waste	502,467	533,852	578,407	608,366
Enterprise Funds Total		14,936,132	12,393,742	16,536,681	18,227,563
City Operating Budget		49,016,282	48,712,197	60,310,116	63,539,942
223	Belmont Fire Protection District	11,596,378	12,209,728	12,514,948	13,545,524
Total Citywide Operating Budget		60,612,660	60,921,924	72,825,064	77,085,466
Internal Service Funds*					
570	Workers' Compensation	556,332	632,049	722,243	852,007
571	Liability Insurance	592,028	497,328	818,954	1,327,402
572	Self-Funded Vision	10,744	1,542	4,287	-
573	Fleet and Equipment Management	3,501,297	3,638,564	4,412,546	6,299,107
574	Facilities Management	2,072,977	2,254,702	2,363,311	2,604,172
575	Benefit Prefunding	1,688,719	1,252,954	1,515,835	1,585,849
Internal Service Funds Total		8,422,096	8,277,139	9,837,177	12,668,537

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

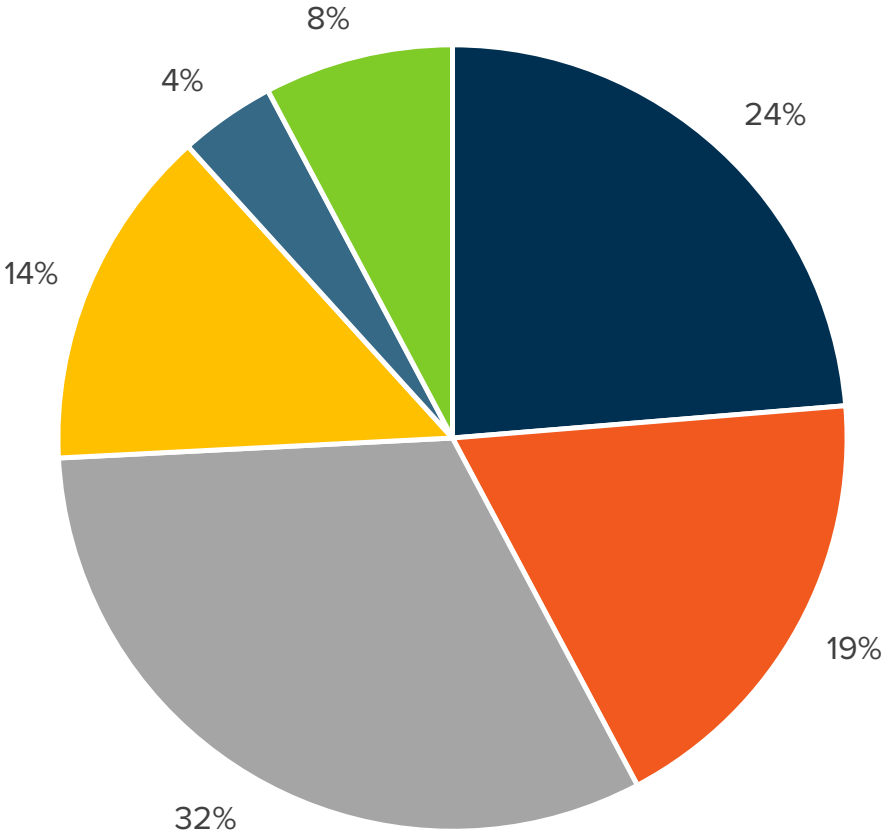
Citywide Operating Budget

CATEGORY	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
City Operating Budget				
Salaries and Wages	13,755,077	15,142,037	16,850,022	18,259,696
Benefits	10,059,688	9,646,500	10,925,163	11,963,871
Supplies and Services	10,183,442	11,486,507	15,708,912	14,838,018
Administrative and Other	8,268,710	7,530,619	8,786,969	9,464,023
Capital Outlay	2,751,954	1,243,296	1,424,580	3,040,922
Debt Service	3,997,411	3,663,237	6,614,469	5,973,412
City Operating Budget	49,016,282	48,712,197	60,310,116	63,539,942
Belmont Fire Protection District				
Legacy Benefits	1,839,046	1,975,512	1,814,936	2,338,667
Supplies and Services	8,661,127	8,891,505	9,358,836	9,791,024
Administrative and Other	1,096,205	1,342,711	1,341,176	1,415,833
Belmont Fire Protection District	11,596,378	12,209,728	12,514,948	13,545,524
Total Citywide Operating Budget	60,612,660	60,921,924	72,825,064	77,085,466

Totals do not include internal services.

Citywide Operating Budget

CITYWIDE OPERATING BUDGET
FY 2024-25
\$77.1 MILLION



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

Citywide Sources of Funding

FUND #	FUND NAME	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
General Funds					
101	General Fund	28,196,227	34,469,204	29,972,337	30,260,990
102	Measure I	2,282,544	2,432,202	2,547,266	2,473,518
General Funds Total		30,478,771	36,901,406	32,519,603	32,734,508
Special Revenue Funds					
205	Recreation	2,077,070	2,425,869	2,262,047	2,635,300
206	Library Maintenance and Operation	304,856	329,597	339,292	341,652
207	Athletic Field Maintenance	96,735	149,067	153,058	164,530
208	City Trees	10,009	24,085	35,294	20,290
209	Parks and Recreation Donations	3,774	2,411	3,248	10,530
210	Development Services	5,097,414	4,473,396	5,786,541	5,882,940
212	General Plan Maintenance	575,159	601,665	846,411	503,430
225	Public Safety Grants	79	671	5,648	1,170
227	Supplemental Law Enforcement	161,185	165,583	183,387	174,831
231	Street Maintenance	1,106,962	1,587,001	1,364,449	1,159,056
232	Road Maintenance & Rehabilitation Account Street Project	537,153	628,467	698,783	750,975
233	Measure W	1,207,717	621,573	470,144	489,773
234	Street Improvement	1,986,954	1,624,952	1,276,256	1,518,657
237	Traffic Impact	200,429	11,522	11,187	32,069
239	Public Art	395,576	8,801	14,206	21,521
275	Affordable Housing	4,140,958	3,400,094	4,280,330	226,828
277	Inclusionary Housing	67,057	119,360	607,733	146,140
Special Revenue Funds Total		17,969,087	16,174,292	18,338,015	14,079,692
Capital Projects Funds					
308	General Facilities	1,744	16,026	25,700	27,870
310	Infrastructure Repair	82,193	746,310	55,476	87,590
312	Comcast	33,493	8,810	14,220	15,450
341	Planned Park	(499)	451,111	56,676	58,060
342	Park Impact Fees	1,558,039	486,188	180,799	44,234
343	Open Space	397	5,675	3,394	3,710
399	Capital Improvement Projects	-	-	7,828,887	5,956,398
704	Special Assessment District	725	6,860	-	12,030
Capital Projects Funds Total		1,676,091	1,720,981	8,165,151	6,205,342

Citywide Sources of Funding

FUND #	FUND NAME	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Debt Service Fund					
406	Library Bond Debt Service	674,299	696,155	696,666	696,817
Debt Service Funds Total		674,299	696,155	696,666	696,817
Enterprise Funds					
501-503	Sewer Collections	16,314,513	16,390,994	18,712,865	17,934,325
505	Sewer Connection Fees ¹	-	-	-	48,099
507	Sewer Treatment Facility	3,128,640	3,307,132	3,293,091	3,308,730
525	Storm Drainage	1,094,542	1,270,119	1,189,239	1,095,242
530	Solid Waste	686,579	636,288	720,192	689,277
Enterprise Funds Total		21,224,274	21,604,533	23,915,386	23,075,673
Internal Service Funds					
570	Workers' Compensation	755,960	856,828	996,789	940,312
571	Liability Insurance	603,693	797,200	860,819	915,030
572	Self-Funded Vision	10,744	1,542	98	-
573	Fleet and Equipment Management	5,108,853	4,593,829	4,710,276	5,324,334
574	Facilities Management	1,722,228	1,804,990	2,883,640	3,032,927
575	Benefit Prefunding	1,374,263	1,405,570	1,470,492	1,510,237
Internal Service Funds Total		9,575,741	9,459,959	10,922,115	11,722,840
City Sources of Funding*		72,447,723	77,783,471	84,364,850	77,616,802
223	Belmont Fire Protection District	12,451,279	16,198,610	17,807,758	18,684,389
Total Citywide Sources of Funding		84,899,002	93,982,080	102,172,608	96,301,191

¹ New Fund being separated out from the Sewer Collections Fund beginning fiscal year 2024-25.

* Internal service charges not included in totals.

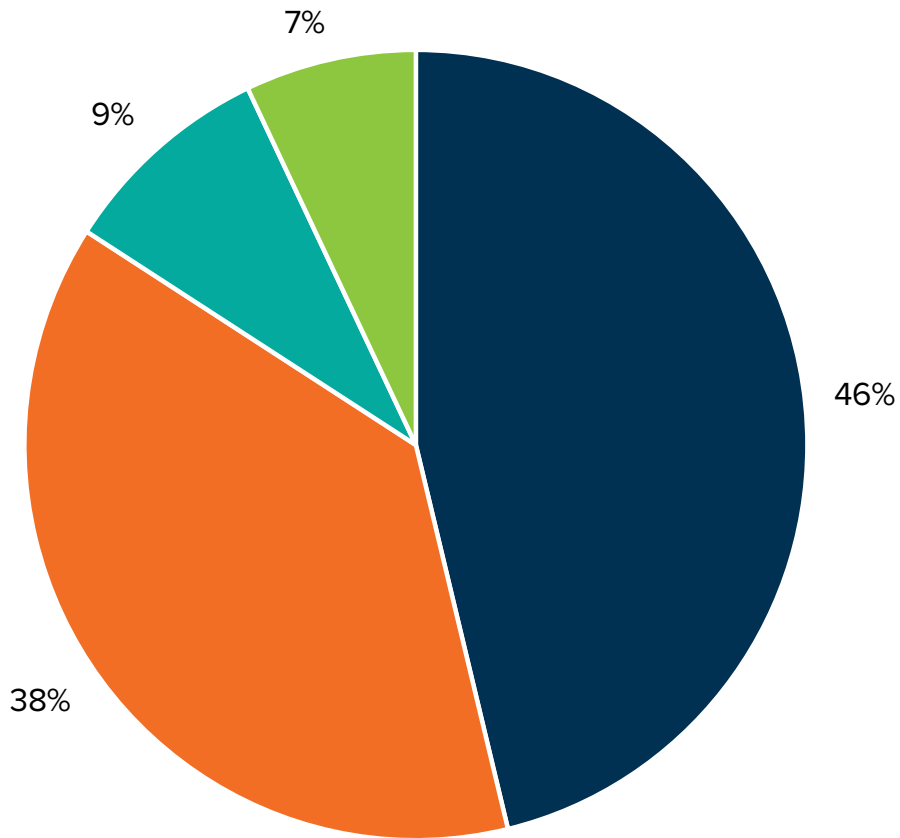
Citywide Sources of Funding

CATEGORY	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
City Sources of Funding				
Business License Tax	1,068,168	1,261,972	1,203,242	1,215,275
Fines and Forfeitures	156,422	138,959	107,000	144,237
Franchises	1,440,989	1,523,906	1,582,444	1,614,436
Intergovernmental	6,784,858	7,374,345	10,465,905	8,438,418
Library Special Assessment Tax	876,896	1,006,658	1,009,039	1,009,039
Licenses and Permits	2,344,489	2,287,955	3,057,056	2,385,000
Miscellaneous	795,534	987,751	687,395	340,197
Other Financing Sources	4,067,408	2,952,433	3,800,000	-
Property Tax	9,993,627	13,349,606	12,242,072	12,053,764
Property Transfer Tax	525,284	204,802	200,937	204,956
Sales Tax	7,829,864	8,027,953	7,868,557	7,858,323
Service Charges	33,380,798	30,840,264	33,034,066	32,164,231
Transient Occupancy Tax	2,432,335	3,771,039	4,013,453	4,136,230
Use of Money and Property	651,053	4,055,831	5,093,686	6,052,696
City Sources of Funding *	72,447,723	77,783,471	84,364,850	77,616,802
Belmont Fire Protection District				
Intergovernmental	38,555	36,865	50,272	51,277
Miscellaneous	12,349	-	-	-
Property Tax	12,752,856	16,303,860	16,990,788	17,898,362
Use of Money and Property	(352,481)	(142,115)	766,698	734,750
Belmont Fire Protection District	12,451,279	16,198,610	17,807,758	18,684,389
Total Citywide Sources of Funding	84,899,002	93,982,080	102,172,608	96,301,191

* Internal service charges not included in totals.

Citywide Sources of Funding

CITYWIDE SOURCES OF FUNDING
FY 2024-25
\$96.3 MILLION



■ Tax Revenues ■ Fees and Charges ■ Intergovernmental ■ Use of Money and Property

Schedule of Interfund Transfers

FUND	FY 2023-24 ESTIMATES		FY 2024-25 ADOPTED BUDGET	
	Transfer		Transfer	
	In	Out	In	Out
General Fund				
From General Facilities Fund	-	-	79,393	-
From Infrastructure Fund	-	-	1,125,240	-
To Recreation Fund	-	1,100,000	-	1,500,000
To Development Services Fund	-	-	-	1,000,000
To Street Maintenance Fund	-	2,500,000	-	1,500,000
To Storm Drainage Fund	-	-	-	500,000
To Capital Improvement Projects Fund	-	122,461	-	200,000
Total	-	3,722,461	1,204,633	4,700,000
Measure I Fund				
To Capital Improvement Projects Fund	-	6,484,955	-	3,606,708
Total	-	6,484,955	-	3,606,708
Recreation Fund				
From General Fund	1,100,000	-	1,500,000	-
Total	1,100,000	-	1,500,000	-
Library Maintenance and Operation Fund				
To Capital Improvement Projects Fund	-	500,000	-	-
Total	-	500,000	-	-
Athletic Field Maintenance Fund				
To Capital Improvement Projects Fund	-	200,000	-	-
Total	-	200,000	-	-
Development Services Fund				
From General Fund	-	-	1,000,000	-
Total	-	-	1,000,000	-
Street Maintenance Fund				
From General Fund	2,500,000	-	1,500,000	-
Total	2,500,000	-	1,500,000	-
Road Maintenance & Rehabilitation Account Street Project Fund				
To Capital Improvement Projects Fund	-	925,186	-	1,410,000
Total	-	925,186	-	1,410,000
Measure W Fund				
To Capital Improvement Projects Fund	-	950,000	-	2,000,000
Total	-	950,000	-	2,000,000

Schedule of Interfund Transfers

FUND	FY 2023-24 ESTIMATES		FY 2024-25 ADOPTED BUDGET	
	Transfer		Transfer	
	In	Out	In	Out
Street Improvement Fund				
To Capital Improvement Projects Fund	-	2,942,656	-	345,380
Total	-	2,942,656	-	345,380
Public Art Fund				
To Capital Improvement Projects Fund	-	-	-	10,000
Total	-	-	-	10,000
General Facilities Fund				
To General Fund	-	-	-	79,393
To Capital Improvement Projects Fund	-	691,887	-	-
Total	-	691,887	-	79,393
Infrastructure Repair Fund				
To General Fund	-	-	-	1,125,240
To Capital Improvement Projects Fund	-	1,413,033	-	-
Total	-	1,413,033	-	1,125,240
Comcast Fund				
To Capital Improvement Projects Fund	-	120,000	-	-
Total	-	120,000	-	-
Planned Park Fund				
From Open Space Fund	-	-	33,299	-
To Capital Improvement Projects Fund	-	40,618	-	-
Total	-	40,618	33,299	-
Park Impact Fees Fund				
To Capital Improvement Projects Fund	-	404,917	-	268,000
Total	-	404,917	-	268,000
Open Space Fund				
To Planned Park Fund	-	-	-	33,299
To Capital Improvement Projects Fund	-	70,609	-	-
Total	-	70,609	-	33,299
Sewer Collections Fund				
To Sewer Connection Fees Fund	-	-	-	5,830,546
To Storm Drainage Fund	-	677,149	-	500,000
To Capital Improvement Projects Fund	-	10,108,516	-	6,835,373
Total	-	10,785,665	-	13,165,919

Schedule of Interfund Transfers

FUND	FY 2023-24 ESTIMATES		FY 2024-25 ADOPTED BUDGET	
	Transfer		Transfer	
	In	Out	In	Out
Sewer Connection Fees Fund				
From Sewer Collections Fund	-	-	5,830,546	-
To Capital Improvement Projects Fund	-	-	-	3,555,029
Total	-	-	5,830,546	3,555,029
Storm Drainage Fund				
From General Fund	-	-	500,000	-
From Sewer Collections Fund	677,149	-	500,000	-
To Capital Improvement Projects Fund	-	677,149	-	500,000
Total	677,149	677,149	1,000,000	500,000
Fleet and Equipment Management Fund				
To Facilities Management Fund	-	600,000	-	-
To Capital Improvement Projects Fund	-	296,766	-	250,000
Total	-	896,766	-	250,000
Facilities Management Fund				
From Fleet and Equipment Management Fund	600,000	-	-	-
To Capital Improvement Projects Fund	-	151,257	-	480,000
Total	600,000	151,257	-	480,000
Capital Improvement Projects Fund				
From General Fund	122,461	-	200,000	-
From Measure I Fund	6,484,955	-	3,606,708	-
From Library Maintenance and Operation Fund	500,000	-	-	-
From Athletic Field Maintenance Fund	200,000	-	-	-
From Road Maintenance & Rehabilitation Account	925,186	-	1,410,000	-
From Measure W Fund	950,000	-	2,000,000	-
From Street Improvement Fund	2,942,656	-	345,380	-
From Public Art Fund	-	-	10,000	-
From General Facilities Fund	691,887	-	-	-
From Infrastructure Fund	1,413,033	-	-	-
From Comcast Fund	120,000	-	-	-
From Planned Park Fund	40,618	-	-	-
From Park impact Fees Fund	404,917	-	268,000	-
From Open Space Fund	70,609	-	-	-

Schedule of Interfund Transfers

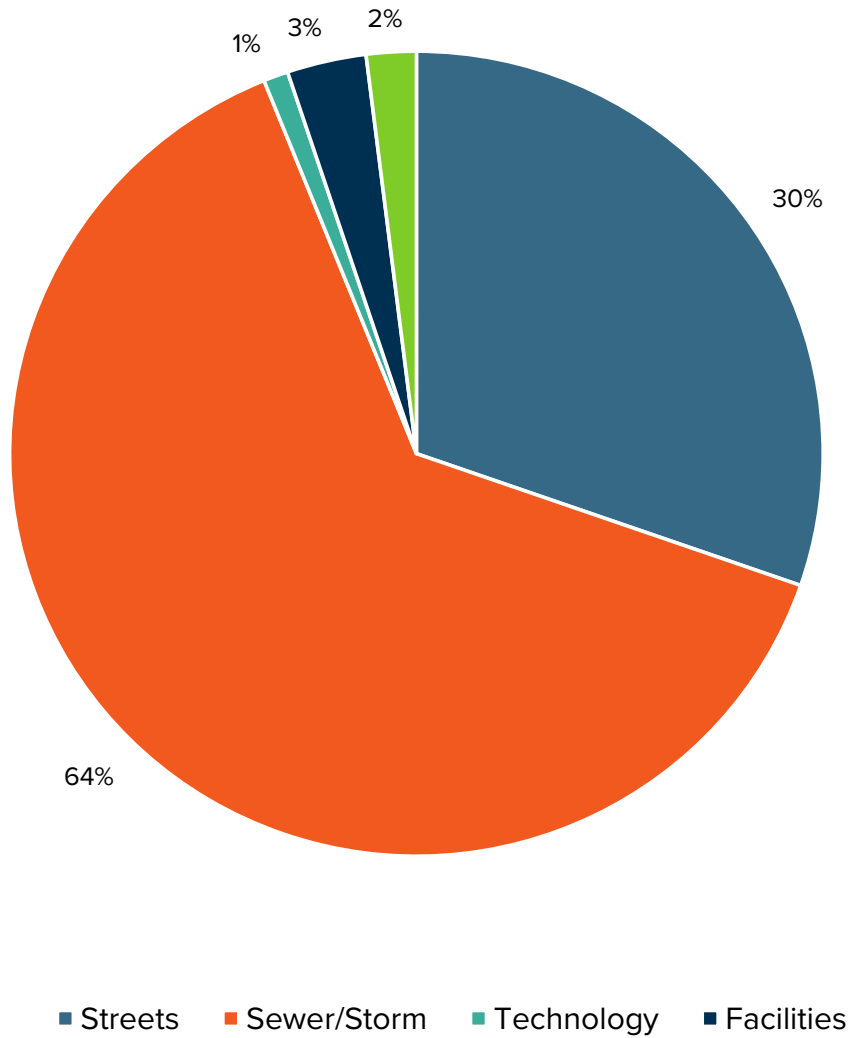
FUND	FY 2023-24 ESTIMATES		FY 2024-25 ADOPTED BUDGET	
	Transfer		Transfer	
	In	Out	In	Out
From Sewer Collections Fund	10,108,516	-	6,835,373	-
From Sewer Connection Fees Fund	-	-	3,555,029	-
From Storm Drainage Fund	677,149	-	500,000	-
From Fleet and Equipment Management Fund	296,766	-	250,000	-
From Facilities Management Fund	151,257	-	480,000	-
Total	26,100,010	-	19,460,490	-
Total City Transfers	30,977,159	30,977,159	31,528,968	31,528,968
Belmont Fire Protection District Fund				
To Capital Improvement Projects Fund	-	50,000	-	70,000
Total	-	50,000	-	70,000
Capital Improvement Projects Fund				
From Belmont Fire Protection District Fund	50,000	-	70,000	-
Total	50,000	-	70,000	-
Total Belmont Fire Protection District Transfers	50,000	50,000	70,000	70,000
Total Citywide Transfers	31,027,159	31,027,159	31,598,968	31,598,968

Capital Improvement Program Budget

CIP BUDGET BY FUNDING SOURCE	FY 2024-25 ADOPTED BUDGET
City CIP Budget	
General Fund Transfer In	200,000
Measure I Fund Transfer In	3,606,708
Road Maintenance & Rehabilitation Account Street Project Fund Transfer In	1,410,000
Measure W Fund Transfer In	2,000,000
Street Improvement Fund Transfer In	345,380
Public Art Transfer In	10,000
Park Impact Fees Fund Transfer In	268,000
Sewer Collections Fund Transfer In	6,835,373
Sewer Connection Fees Fund Transfer In	3,555,029
Storm Drainage Fund Transfer In	500,000
Fleet and Equipment Management Fund Transfer In	250,000
Facilities Management Fund Transfer In	480,000
Contributions from Other Agencies	1,284,680
Federal Grants	4,340,000
State Grants	236,568
City CIP Budget	25,321,738
Belmont Fire Protection District CIP Budget	
Belmont Fire Protection District Fund Transfer In	70,000
Belmont Fire Protection District CIP Budget	70,000
Total Citywide Capital Improvement Project Budgets	25,391,738

Capital Improvement Program Budget

CAPITAL IMPROVEMENT PROGRAM
FY 2024-25
\$25.4 MILLION



All Funds Budget Summary

FY 2024-25		BEGINNING FUND BALANCE	REVENUES
Fund #	Fund Name		
General Funds			
101	General Fund	27,983,487	30,260,991
102	Measure I	(1,017)	2,473,518
General Funds Total		27,982,470	32,734,509
Special Revenue Funds			
205	Recreation	397,374	2,635,300
206	Library Maintenance and Operation	203,162	341,652
207	Athletic Field Maintenance	176,990	164,530
208	City Trees	238,289	20,290
209	Parks and Recreation Donations	95,439	10,530
210	Development Services	1,117,128	5,882,940
212	General Plan Maintenance	1,728,689	503,430
225	Public Safety Grants	34,677	1,170
227	Supplemental Law Enforcement	65,148	174,831
231	Street Maintenance	1,401,491	1,159,056
232	RMRA Street Project	379,439	750,975
233	Measure W	1,329,007	489,773
234	Street Improvement	161,963	1,518,657
237	Traffic Impact	107,818	32,069
239	Public Art	418,583	21,521
275	Affordable Housing	4,178,730	226,828
277	Inclusionary Housing	827,877	146,140
Special Revenue Funds Total		12,861,807	14,079,692
Capital Projects Funds			
308	General Facilities ¹	58,599	27,870
310	Infrastructure Repair ¹	1,037,650	87,590
312	Comcast	299,031	15,450
341	Planned Park	1,044,537	58,060
342	Park Impact Fees	417,328	44,234
343	Open Space ¹	29,589	3,710
399	Capital Improvement Projects	-	5,956,398
704	Special Assessment District	326,262	12,030
Capital Projects Funds Total		3,212,995	6,205,342

All Funds Budget Summary

OPERATING INTERFUND TRANSFERS IN	OPERATING INTERFUND TRANSFERS OUT	EXPENDITURES		ENDING FUND BALANCE
		Operating	CIP	
1,204,633	4,500,000	26,578,220	200,000	28,170,891
-	-	-	3,606,708	(1,134,207)
1,204,633	4,500,000	26,578,220	3,806,708	27,036,684
1,500,000	-	4,085,100	-	447,574
-	-	472,458	-	72,356
-	-	143,800	-	197,720
-	-	76,280	-	182,299
-	-	9,500	-	96,469
1,000,000	-	6,970,292	-	1,029,776
-	-	1,349,975	-	882,144
-	-	9,000	-	26,847
-	-	87,110	-	152,869
1,500,000	-	2,598,760	-	1,461,787
-	-	-	1,410,000	(279,586)
-	-	-	2,000,000	(181,220)
-	-	69,563	345,380	1,265,677
-	-	-	-	139,887
-	-	-	10,000	430,104
-	-	1,451,567	-	2,953,991
-	-	-	-	974,017
4,000,000	-	17,323,405	3,765,380	9,852,714
-	79,393	7,076	-	-
-	1,125,240	-	-	-
-	-	-	-	314,481
33,299	-	672,063	-	463,833
-	-	-	268,000	193,562
-	33,299	-	-	-
-	-	-	5,861,248	95,150
-	-	-	-	338,292
33,299	1,237,932	679,139	6,129,248	1,405,318

All Funds Budget Summary

FY 2024-25		BEGINNING FUND BALANCE	REVENUES
Fund #	Fund Name		
Debt Service Fund			
406	Library Bond Debt Service	311,915	696,817
Debt Service Fund Total		311,915	696,817
Enterprise Funds			
501-503	Sewer Collections	29,716,720	17,934,325
505	Sewer Connection Fees ²	-	48,099
507	Sewer Treatment Facility	26,311,139	3,308,730
525	Storm Drainage	1,469,345	1,095,242
530	Solid Waste	2,010,055	689,277
Enterprise Funds Total		59,507,259	23,075,673
Internal Service Funds *			
570	Workers' Compensation	2,036,005	940,312
571	Liability Insurance	3,728,228	915,030
573	Fleet and Equipment Management	7,794,578	5,324,334
574	Facilities Management	366,042	3,032,927
575	Benefit Prefunding	1,188,937	1,510,237
Internal Service Funds Total		15,113,789	11,722,840
City		103,876,446	77,616,802
223	Belmont Fire Protection District	25,440,725	18,684,389
Total Citywide		129,317,170	96,301,191

* Internal service charges and operating expenses from Internal Service Funds are not included in totals.

¹ Fund to be closed after all remaining Capital Improvement Plan commitments are expended.

² New Fund being separated out from the Sewer Collections Fund beginning fiscal year 2024-25.

All Funds Budget Summary

OPERATING INTERFUND TRANSFERS IN	OPERATING INTERFUND TRANSFERS OUT	EXPENDITURES		ENDING FUND BALANCE
		Operating	CIP	
-	-	681,615	-	327,117
-	-	681,615	-	327,117
-	6,330,546	10,259,499	6,835,373	24,225,627
5,830,546	-	-	3,555,029	2,323,616
-	-	5,349,705	-	24,270,164
1,000,000	-	2,059,993	500,000	1,004,594
-	-	608,366	-	2,090,966
6,830,546	6,330,546	18,277,563	10,890,402	53,914,967
-	-	852,007	-	2,124,310
-	-	1,327,402	-	3,315,856
-	-	6,299,107	250,000	6,569,805
-	-	2,604,172	480,000	314,797
-	-	1,585,849	-	1,113,325
-	-	12,668,537	730,000	13,438,092
12,068,478	12,068,478	63,539,942	25,321,738	93,271,086
-	-	13,545,524	70,000	30,509,590
12,068,478	12,068,478	77,085,466	25,391,738	123,780,676

Permanent Staffing Plan

DEPARTMENT	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Administrative Services	-	-	9.00	9.00
City Attorney	1.00	1.00	1.00	1.00
City Council	5.00	5.00	5.00	5.00
City Manager	6.00	6.00	6.50	6.50
Community Development	10.00	11.00	11.00	11.00
Finance	7.50	7.50	9.00	9.00
Human Resources	3.00	5.00	-	-
Information Technology	4.00	5.00	-	-
Parks & Recreation	23.80	24.00	24.75	25.25
Police	44.00	44.00	45.00	45.00
Public Works	33.00	33.00	33.00	33.00
Total Personnel	137.30	141.50	144.25	144.75







CITY HALL
100 First Street East

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	ADMINISTRATIVE SERVICES	CITY ATTORNEY	CITY COUNCIL	CITY MANAGER
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				
209	Parks & Recreation Donations				
210	Development Services				
212	General Plan Maintenance				
223	Belmont Fire Protection District				
225	Public Safety Grants				
227	Supplemental Law Enforcement				
231	Street Maintenance				
234	Street Improvement				
275	Affordable Housing				
277	Inclusionary Housing				

Departments by Fund

COMMUNITY DEVELOPMENT	FINANCE	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						

Departments by Fund

FUND #	FUND NAME	ADMINISTRATIVE SERVICES	CITY ATTORNEY	CITY COUNCIL	CITY MANAGER
Capital Projects Funds					
308	General Facilities				
310	Infrastructure Repair				
341	Planned Park				
343	Open Space				
Debt Service Fund					
406	Library Bond Debt Service				
Enterprise Funds					
501-503	Sewer Collections				
505	Sewer Connection Fees				
507	Sewer Treatment Facility				
525	Storm Drainage				
530	Solid Waste				
Internal Service Funds					
570	Workers' Compensation				
571	Liability Insurance				
573	Fleet & Equipment Management	x			
574	Facilities Management				
575	Benefit Prefunding				

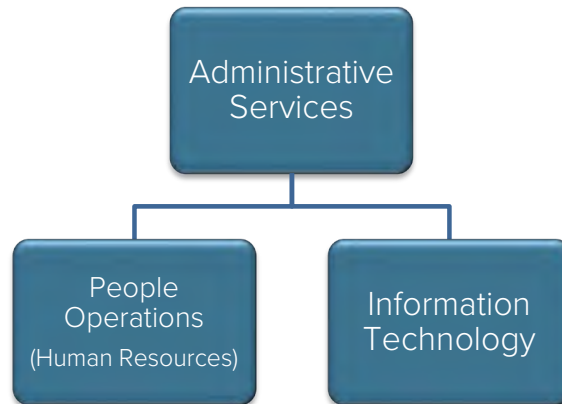
Departments by Fund

COMMUNITY DEVELOPMENT	FINANCE	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
						X



ADMINISTRATIVE SERVICES

Administrative Services



DEPARTMENTAL RESPONSIBILITY

Administrative Services is comprised of the Human Resources Division and the Information Technology Division.

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

The Information Technology Department works collaboratively with all City departments to deliver the highest quality IT services, modern infrastructure and effective technology to ensure that employees have the necessary technology to deliver high quality services. IT ensures the technologies that are being utilized serve business needs, are cost effective and enhance City services. The IT Division maintains hardware and software and utilizes effective strategies to enhance the cybersecurity of the City's technology infrastructure.

SERVICES AND STRUCTURE

Human Resources Division

The People Operations division collaborates with operating departments on the City's talent acquisition and organizational development/

SUMMARY

FY 2024-25

Personnel Count	9.00
Total Budget	\$4.4 million
Funding source(s)	General Fund

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 division 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.

Information Technology Division

IT Operating

The Information Technology division enhances productivity and efficiency through the timely

Administrative Services

implementation of cost-effective technologies that meet goals defined by the City Council and City staff.

IT Capital

The Information Technology division continues implementation of the most current Information Technology Strategic 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.



HIGHLIGHTS AND INITIATIVES

Human Resources Operations

- Provide effective recruitment and retention strategies that support the City's vision
- Succession planning efforts in collaboration with operating departments and support a vibrant and inclusive culture
- ▶ Key Initiative - Proactively focusing on the employee's journey with the organization from new hire to retirement/separation
- Implementation of the Workplace Violence Prevention Program



Information Technology

- Improve utilization of City software through IT Business Systems Analysts support to each department
- WiFi network enhancements at all City locations
- On-line permit payment
- Security system expansion and enhanced cybersecurity applications and training
- GIS infrastructure refinements
- Executive dashboard development and constituency data portal enhancements
- Server upgrade and data migration
- CIP project work plans that provide a technology refresh for the Council Chambers, and updates for communications and public safety systems



▶ = Council Strategic Focus Area Initiative



BIERGARTEN
DOGS · SAUSAGES · BURGERS

BELMONT VILLAGE CE

Administrative Services

METRICS

People Operations 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 workers' compensation claims received/processed

Labor contracts negotiated or extended

Number of grievances filed/resolved

Number of citywide employee recognition events

Number of employee benefit enrollments

Information Technology Division

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

Number of projects completed

Administrative Services

TYPE	STRATEGIC FOCUS AREA	FY 2019-20 RESULTS	FY 2020-21 RESULTS	FY 2021-22 RESULTS	FY 2022-23 RESULTS
Workload	Fiscal & Organizational Sustainability	-	12	20	23
Workload	Fiscal & Organizational Sustainability	-	31	38	26
Workload	Fiscal & Organizational Sustainability	-	12	28	30
Workload	Fiscal & Organizational Sustainability	-	6	4	15
Workload	Fiscal & Organizational Sustainability	-	-	-	0
Workload	Fiscal & Organizational Sustainability	-	1	0	0
Workload	Fiscal & Organizational Sustainability	-	2	2	2
Workload	Fiscal & Organizational Sustainability	-	12	23	23
Workload	Fiscal & Organizational Sustainability	273	388	-	412
Workload	Fiscal & Organizational Sustainability	836	498	-	500
Workload	Fiscal & Organizational Sustainability	315	216	-	312
Workload	Fiscal & Organizational Sustainability	223	151	-	200
Workload	Fiscal & Organizational Sustainability	-	-	-	12

Administrative Services

FINANCIALS	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Expenditures by Category				
Personnel	1,838,947	1,132,452	1,695,080	2,050,714
Supplies and Services	1,101,066	1,190,334	1,608,102	1,982,308
Administrative and Other	396,849	546,787	528,081	400,971
Total Expenditures	3,336,862	2,869,573	3,831,263	4,433,993
Expenditures by Division ¹				
Information Technology	2,140,325	1,941,957	2,792,782	3,306,519
People Operations (Human Resources)	1,196,537	927,616	1,038,480	1,127,474
Total Expenditures	3,336,862	2,869,573	3,831,263	4,433,993
Expenditures by Fund				
Fleet and Equipment Management	2,140,325	1,941,957	2,792,782	3,306,519
General Fund	1,196,537	927,616	1,038,480	1,127,474
Total Expenditures	3,336,862	2,869,573	3,831,263	4,433,993

PERSONNEL	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Administrative Services Director	-	-	1.00	1.00
Accounting Technician I/II/III ¹	1.00	1.00	-	-
Business System Analyst	-	-	2.00	2.00
GIS Coordinator I/II/III	1.00	1.00	1.00	1.00
Human Resources Director	1.00	1.00	-	-
Information Technology Director	1.00	1.00	-	-
Information Technology Manager	-	-	1.00	1.00
Management Analyst I/II	1.00	3.00	3.00	3.00
Technology Specialist I/II/III	2.00	3.00	1.00	1.00
Total Personnel	7.00	10.00	9.00	9.00

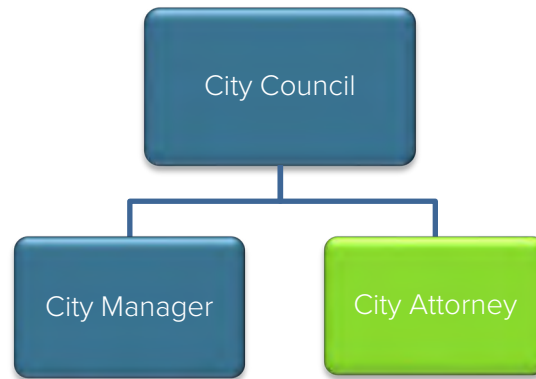
¹ Payroll transitioned to Finance's departmental budget beginning FY 2023-24



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CITY ATTORNEY



DEPARTMENTAL RESPONSIBILITY

The City Attorney's Office represents the city government organization acting through its duly authorized officers and employees in all legal matters pertaining to city business.

SERVICES AND STRUCTURE

The City Attorney's Office provides all legal services, transactional and litigation, required by city and fire protection district officials and employees, including the city council, city manager, staff and city advisory bodies, either by the city attorney personally or through outside counsel under the city attorney's supervision. Services range from drafting and reviewing ordinances, resolutions, service contracts, real property transaction documents, and other legal documents, to advising on internal administration such as employment and discipline, governmental operations such as public works construction, open government law compliance, and elections, and risk management issues, to representing the city and district in litigation, administrative hearings, and other legal venues.

SUMMARY	FY 2024-25
Personnel Count	1.00
Total Budget	\$642,000
Funding source(s)	General Fund

HIGHLIGHTS AND INITIATIVES

- Collaborating with executive team on Harbor Industrial Area annexation.
- Advising on proposed life science developments and associated land use regulation updates.
- Advising on update of the business license tax.
- Obtained dismissal of City from lawsuit alleging flood damage to property without any payments by City.
- Assisted with Parks and Recreation Open Space (PROS) Plan and related CEQA process
- Assisting the council's exploration of allowing commercial cannabis businesses by drafting general plan amendments, police permit and land use ordinances, and advising on process.
- Conducted orientation and trainings on city government structure and operation for city commission members.

City Attorney

FINANCIALS	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Expenditures by Category				
Personnel	482,515	533,062	546,241	533,716
Supplies and Services	110,706	53,931	39,401	68,554
Administrative and Other	50,579	48,207	53,266	39,728
Total Expenditures	643,801	635,200	638,908	641,998
Expenditures by Division				
City Attorney	643,801	635,200	638,908	641,998
Total Expenditures	643,801	635,200	638,908	641,998
Expenditures by Fund				
General Fund	643,801	635,200	638,908	641,998
Total Expenditures	643,801	635,200	638,908	641,998

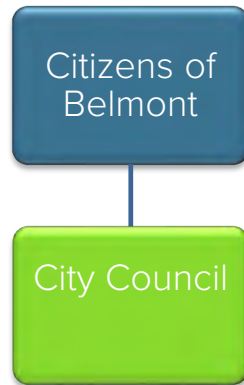
PERSONNEL	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
City Attorney	1.00	1.00	1.00	1.00
Total Personnel	1.00	1.00	1.00	1.00





CITY COUNCIL

CITY OF
BELMONT



DEPARTMENTAL RESPONSIBILITY

The City Council exercises the legislative powers of city government, including adopting the annual City budget, ordinances and resolutions; setting appropriate tax levies; establishing sewer and water rates, setting other general tax and service rates. The Council also serves as the Board of Directors for Belmont Fire Protection District and Joint Powers Financing Authority.

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.

SUMMARY

FY 2024-25

Personnel Count	5.00
Total Budget	\$431,000
Funding source(s)	General Fund

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 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Expenditures by Category				
Personnel	80,310	83,472	93,123	116,676
Supplies and Services	57,754	81,910	65,983	92,588
Administrative and Other	71,048	67,727	113,991	222,234
Total Expenditures	209,112	233,108	273,097	431,498
Expenditures by Division				
City Council	209,112	233,108	279,097	431,498
Total Expenditures	209,112	233,108	279,097	431,498
Expenditures by Fund				
General Fund	209,112	233,108	273,097	431,498
Total Expenditures	209,112	233,108	273,097	431,498

PERSONNEL	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
City Council Member	5.00	5.00	5.00	5.00
Total Personnel	5.00	5.00	5.00	5.00

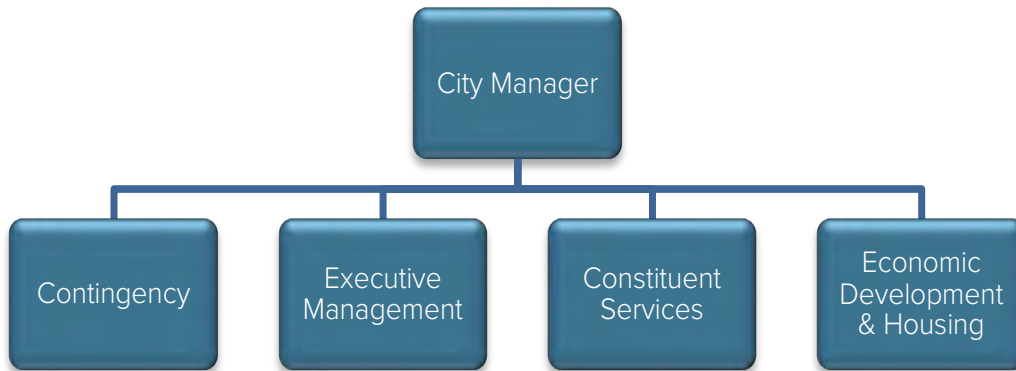


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CITY MANAGER

**CITY MANAGER'S
OFFICE**

City Manager's Office



DEPARTMENTAL RESPONSIBILITY

The City Manager's Office offers comprehensive guidance to all City departments, overseeing the coordination and administration of city activities, community engagement, finances, and personnel to ensure the delivery of effective and efficient municipal services. Additionally, the department serves as a crucial conduit of information, providing support to the City Council, staff, and citizens. Responsibilities extend to election assistance, as well as maintaining official records of City Council actions and legislative affairs.

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. The City Manager's office is committed to ongoing improvement and administrative leadership, overseeing city operations, policy development, legislative affairs, and managing public communication and engagement.

Contingency

The Contingency Fund is a recurring appropriation set aside for unforeseen circumstances. Utilization

SUMMARY	FY 2024-25
Personnel Count	6.50
Total Budget	\$2.7 million
Funding source(s)	General Fund

of these funds is governed by a policy outlined within this budget. Any expenditure from this account requires approval from the Council.

Executive Management

This fund is established to facilitate the effective and efficient delivery of City services, and to align municipal operations with City Council policies and adopted priorities.

Constituent Services - City Clerk

Constituent Services Office aims to uphold democratic principles by ensuring fair and transparent elections, facilitating access to official City records, and adhering to all applicable federal, state, and local laws. We support the City Council's commitment to innovation,

City Manager's Office

transparency, and equity while fostering community engagement and awareness.

Appointed by the City Manager, the Belmont City Clerk oversees the procedural aspects of City Council business and ensures compliance with City Codes and State regulations. The Office of Constituent Services manages all City elections and enforces campaign and financial disclosure laws.

Communications

Our communication and community engagement efforts strive for meaningful two-way communication with both internal and external stakeholders regarding City issues and services. By fostering responsive and transparent dialogue, we aim to enhance community involvement and understanding of local governance.

Economic Development

The City's Economic Development program supports the economic vitality of the City through evaluating fiscal sustainability opportunities, facilitating commercial development, business outreach and retention, marketing, and liaison work with economic development stakeholders and partner organizations.

Housing

The City's Housing program supports the creation of a diversity of housing choices within the City, leverages existing affordable housing assets, and increase options for affordable housing production. In addition, the program is tasked with ensuring compliance with State requirements for Housing production and monitoring.

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 extremely-low, very-low, and low-income households.

HIGHLIGHTS AND INITIATIVES

- The basic contingency allocation stands at \$250,000
- Providing strategic leadership, visioning, and planning to drive organizational growth
- Managing and supporting overall organizational performance to ensure efficiency
- Upholding financial stability to sustain operations effectively
- Ensuring policy direction is implemented as intended for optimal outcomes.
- Promoting efficient and effective customer service for enhanced satisfaction
- Prioritizing two-way communication and community engagement to foster understanding and address community needs effectively
- Collaborating with the IT Department to enhance systems and electronic document management program
- Continuing refinement of procedures for records destruction and management systems to streamline processes
- Digitizing the City's legacy documents for public access and transparency
- Partnering with the City Attorney and Community Development to integrate the Zoning Code into the existing electronic, searchable Municipal Code, facilitating public access to zoning regulations
- Responsively addressing Council, community, and staff requests for information and managing state-mandated filings

City Manager's Office

- Overseeing the election process for any ballot initiative proposed by the City Council or through voter referendum

Economic Development Highlights

- Pipeline commercial development activity includes 5 projects comprising 2.6 million square feet of Commercial Office/Biotech/R&D space
- Launched new economic development webpage with resources for businesses owners and monthly business spotlights
- Adopted commercial cannabis overlay zoning and General Plan Amendments and issued solicitation for interested businesses
- Adopted Communities Facilities District General Plan Amendment and Local Goals and Policies



Housing Highlights

- Pipeline multi-family housing development activity includes 993 new housing units, including 394 affordable units
- Adopted management plans for first rental Inclusionary Housing units in the City
- Adopted Required Zoning Updates for Housing Element Compliance
- Provided financing to support three 100% affordable housing projects, totaling 228 units, of which one is completed and one is starting construction in Spring 2024
- Provided financial support to local housing service providers Human Investment Project (HIP) Housing, HEART (Housing Endowment and Regional Trust), and Unhoused Outreach Team SMC



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 2019-20 RESULTS	FY 2020-21 RESULTS	FY 2021-22 RESULTS	FY 2022-23 RESULTS
Performance	Community Engagement & Transparency	1,413	1,380	1,483	1,505
Performance	Community Engagement & Transparency	2,106	2,675	2,737	2,754
Performance	Community Engagement & Transparency	686	1,124	1,129	1,130
Performance	Community Engagement & Transparency	64%	54%	55%	51%
Performance	Community Engagement & Transparency	1,178	1,300	1,566	1,584

City Manager's Office

FINANCIALS	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Expenditures by Category				
Personnel	821,424	1,080,502	1,619,533	1,892,283
Supplies and Services	326,888	274,264	181,407	536,794
Administrative and Other	250,944	246,046	277,321	263,439
Total Expenditures	1,399,257	1,600,813	2,078,261	2,692,516
Expenditures by Division ¹				
Constituent Services	268,867	544,544	504,726	548,824
Contingency	5,000	-	-	250,000
Elections	111,612	65,708	-	163,500
Executive Management/Economic Development	1,013,778	990,561	1,573,536	1,730,192
Total Expenditures	1,399,257	1,600,813	2,078,261	2,692,516
Expenditures by Fund				
General Fund	1,399,257	1,600,813	2,078,261	2,692,516
Total Expenditures	1,399,257	1,600,813	2,078,261	2,692,516

PERSONNEL	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Community Engagement Specialist	1.00	1.00	-	-
Deputy City Clerk	-	-	1.00	1.00
Economic Development and Housing Manager ¹	-	-	1.00	1.00
Executive Assistant to City Manager	1.00	1.00	-	-
Management Analyst I/II	-	-	1.50	0.50
Payroll Manager ²	1.00	1.00	-	-
Principal Management Analyst	-	-	-	1.00
Total Personnel	6.00	6.00	6.50	6.50

¹ Economic Development division transitioned from Finance's departmental budget beginning FY 2023-24.

² The position was included in the City Manager's departmental budget as a placeholder and transitioned to Finance's departmental budget beginning FY 2023-24 as part of the overall organizational restructure.

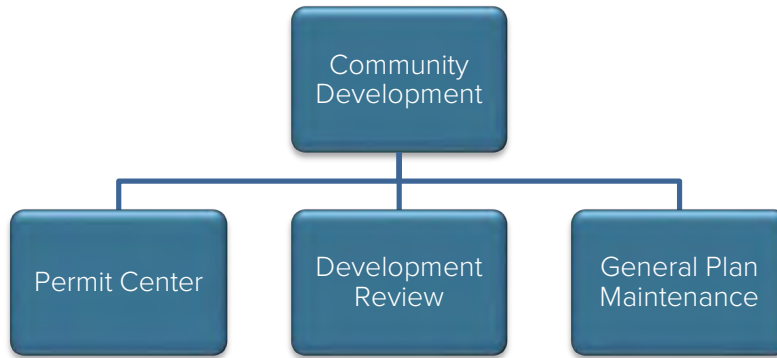
INFORMATION





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 2024-25
Personnel Count	11.00
Total Budget	\$7.8 million
Funding source(s)	Development Services General Plan Maintenance Affordable Housing Inclusionary Housing

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
- Implement Green Building/Energy Reach and Electric Vehicle (EV) Infrastructure Codes
- Prepare Single Family Design Review (SFDR) Amendments
- Prepare Zoning Designation Amendments for South El Camino Real Cannabis Retail/Distribution Uses
- Prepare Regional Commercial (RC) District Zoning Text Amendments
- Prepare Harbor Industrial Area Specific Plan & EIR
- ▶ Implementation of Adopted:
 - ▶ 2035 General Plan (GP)
 - ▶ Belmont Village Specific Plan (BVSP)
 - ▶ Climate Action Plan (CAP)
 - ▶ 2023-2031 Housing Element
 - ▶ Zoning Text Amendments to comply with State Housing Legislation
 - ▶ Placemaking Objectives and Initiatives
 - ▶ Wireless Regulations



▶ = Council Strategic Focus Area Initiative

HAIR
& NAILS

SUBWAY

STARBUCKS
COFFEE

WHOLE360
SKIN CARE



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 2019-20 RESULTS	FY 2020-21 RESULTS	FY 2021-22 RESULTS
Workload	Economic Development & Housing	8	12	26
Workload	Economic Development & Housing	12	9	13
Workload	Economic Development & Housing	14	4	6
Workload	Economic Development & Housing	161	200	210
Workload	Economic Development & Housing	12	17	36
Workload	Economic Development & Housing	139	166	205
Workload	Economic Development & Housing	81	112	114
Workload	Economic Development & Housing	1,412	1,603	1,900

Community Development

FINANCIALS	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Expenditures by Category				
Personnel	1,955,854	2,030,650	2,329,080	2,579,504
Supplies and Services	658,803	1,401,307	5,515,304	3,961,104
Administrative and Other	832,018	733,441	1,111,409	1,339,271
Total Expenditures	3,446,675	4,165,398	8,955,793	7,879,879
Expenditures by Division ¹				
Development Review	1,730,757	1,897,273	2,317,577	2,741,457
General Plan Maintenance	8,057	315,322	709,296	1,349,975
Housing	-	-	3,771,532	1,451,567
Permit Center	1,707,860	1,952,803	2,157,388	2,336,880
Total Expenditures	3,446,675	4,165,398	8,955,793	7,879,879
Expenditures by Fund				
Affordable Housing	-	-	3,771,532	1,451,567
Development Services	3,438,618	3,850,077	4,474,965	5,078,337
General Plan Maintenance	8,057	315,322	709,296	1,349,975
Total Expenditures	3,446,675	4,165,398	8,955,793	7,879,879

PERSONNEL	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 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
Deputy Director of Community Development and Planning	-	-	1.00	1.00
Office Assistant I/II	1.00	1.00	1.00	1.00
Permit Technician	1.00	1.00	-	-
Principal Planner	1.00	2.00	1.00	1.00
Senior Permit Technician	-	-	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00
Total Personnel	10.00	11.00	11.00	11.00

¹ Housing division transitioned from Finance's departmental budget beginning FY 2023-24



JOHN S. BR...
MEMORIAL
OPEN SPACE PR...

Dedicated July 1,
CITY of BELMON...

A close-up photograph of a human hand holding a single, clear water droplet just above a small, vibrant green seedling that is growing out of dark, rich soil. The background is a soft, out-of-focus green, suggesting a natural, outdoor setting. The lighting is bright and focused on the hand and the plant, creating a sense of care and growth.

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 Payroll.

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 Revenue Schedule.

SUMMARY	FY 2024-25
Personnel Count	9.00
Total Budget	\$2.8 million
Funding source(s)	General Fund

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, the City’s insurance broker, and the City’s Third-Party Administrator to secure prudent insurance placements, monitor claims processing, and continually identify better ways to manage risk through improved contractual agreements.

Finance

Payroll

The Payroll serves to process bi-weekly payroll for all of the City's employees, report and pay tax obligations, and complete all regulatory reporting requirements.

HIGHLIGHTS AND INITIATIVES

- ▶ The Department received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for outstanding financial reporting
- ▶ The Department received the Distinguished Budget Presentation Award from GFOA and the Operating Budget Excellence Award from the California Society Municipal Finance Officers (CSMFO) for excellence in budget information and presentation
- The City is in full compliance with its debt covenants.
- Worked diligently with both the liability and workers' compensation third party administrators to actively manage and close claims in effort to control losses.
- Completed successful insurance policy renewal with competitive market comparison
- ▶ Support the City's efforts to address long-term fiscal sustainability
- ▶ Support Measure I Advisory Committee and Audit Committee
- Schedule preparation of bi-annual Other Post-Employments Benefits (OPEB) actuarial analysis as required by GASB 75
- ▶ Full implementation of GASB 96 on Subscription-Based Information Technology Arrangements (SBITAs) for the fiscal year ended June 30, 2023



- ▶ = Council Strategic Focus Area Initiative



BELMONT
1113
FIDO 1 MILE
DEL MONTE, CA

BEST

Finance

METRICS

Financial Reporting

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

The City's Annual Comprehensive 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

Payroll Division

Number of employee paychecks issued

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

Number of W-2's 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 terminations/separations of employees

Number of new hires processed

*The final estimated revenue included \$3.2 million allocation of COVID-19 Federal Relief Funding that got recognized in FY 2021-22

Finance

TYPE	STRATEGIC FOCUS AREA	FY 2019-20 RESULTS	FY 2020-21 RESULTS	FY 2021-22 RESULTS	FY 2022-23 RESULTS
Performance	Fiscal & Organizational Sustainability	Yes	Yes	Yes	Yes
Performance	Fiscal & Organizational Sustainability	Yes	Yes	Yes	Yes
Performance	Fiscal & Organizational Sustainability	Yes	Yes	Yes	Yes
Workload	Fiscal & Organizational Sustainability	8,597	6,231	7,907	7,715
Workload	Fiscal & Organizational Sustainability	1	7	7	8
Workload	Fiscal & Organizational Sustainability	108	66	86	64
Workload	Fiscal & Organizational Sustainability	5	0	3	8
Performance	Fiscal & Organizational Sustainability	2%	10%*	4%	1%
Performance	Fiscal & Organizational Sustainability	1%	4%	0%	1%
Workload	Fiscal & Organizational Sustainability	-	4,260	-	4,338
Workload	Fiscal & Organizational Sustainability	-	\$15.6M	-	\$18.0M
Workload	Fiscal & Organizational Sustainability	-	160	-	226
Workload	Fiscal & Organizational Sustainability	-	8	-	8
Workload	Fiscal & Organizational Sustainability	-	\$922,754	-	\$1,015,779
Workload	Fiscal & Organizational Sustainability	-	1	-	1
Workload	Fiscal & Organizational Sustainability	-	35	-	43
Workload	Fiscal & Organizational Sustainability	-	12	-	61

Finance

FINANCIALS	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Expenditures by Category				
Personnel	1,154,440	1,381,229	1,534,770	1,792,719
Supplies and Services	1,141,741	1,027,286	825,785	666,440
Administrative and Other	340,603	349,852	343,506	420,564
Total Expenditures	2,636,784	2,758,367	2,704,061	2,879,723
Expenditures by Division ¹				
Financial Operations	1,390,130	1,375,510	1,586,978	1,681,359
Financial Planning and Reporting	635,718	782,127	915,516	1,001,576
Housing	447,454	419,877	-	-
Risk Management Services	163,481	180,852	201,567	196,788
Total Expenditures	2,636,784	2,758,367	2,704,061	2,879,723
Expenditures by Fund				
Affordable Housing	447,454	419,877	-	-
General Fund	2,189,330	2,338,490	2,696,770	2,879,723
Total Expenditures	2,636,784	2,758,367	2,696,770	2,879,723

PERSONNEL	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 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 Technician I/II/III ¹	-	-	1.00	1.00
Deputy Finance Director	1.00	1.00	1.00	1.00
Finance Manager	1.00	1.00	2.00	2.00
Housing and Economic Development Manager ¹	1.00	1.00	-	-
Management Analyst I/II	2.50	2.50	2.00	2.00
Payroll Manager ¹	-	-	1.00	1.00
Total Personnel	7.50	7.50	9.00	9.00

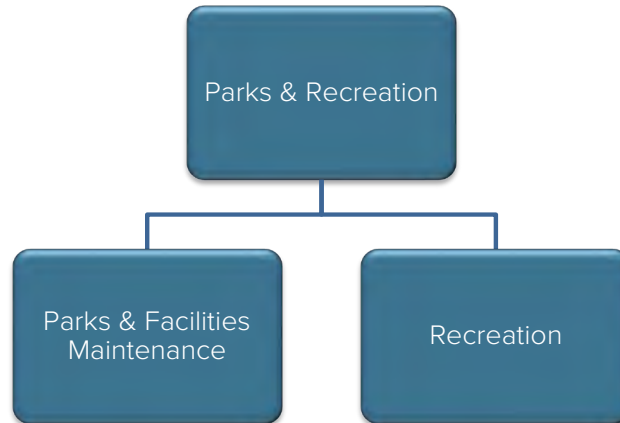
¹ Economic Development transitioned to City Manager's departmental budget, and Payroll from Human Resources' and City Manager's departmental budgets, beginning FY 2023-24.





**PARKS AND
RECREATION**

Parks and Recreation



DEPARTMENTAL RESPONSIBILITY

The Parks and Recreation Department enhances the quality of life in Belmont through the provision of educational, athletic, and cultural activities in the City's parks and open spaces while maintaining and improving City and recreational facilities.

SERVICES AND STRUCTURE

Parks & Facilities Maintenance

The Parks and Recreation Department ensures the maintenance and improvement of City and recreational facilities including maintaining clean, safe, and accessible facilities for recreational and private rentals and City operations; maintaining the Belmont Library facility; and overseeing capital improvement projects at all facilities.

The Department is also responsible for maintaining and improving the City's parks and open spaces. This includes capital projects providing new or enhanced recreational opportunities to the community through the acquisition of parkland, the design and construction of new parks, and the rehabilitation of existing parks.

Recreation

Parks and Recreation enhances the quality of life for community members of all ages, backgrounds,

SUMMARY	FY 2024-25
Personnel Count	25.25
Total Budget	\$10.4 million
	Athletic Field Maintenance
	City Trees
	Recreation
	Facilities Management
	General Facilities
	General Fund
Funding source(s)	Library Maintenance and Operation
	Open Space
	Planned Park
	Senior Services Donation
	Solid Waste

and abilities by promoting lifelong learning, health and wellness, and community-building opportunities through quality classes, services, and events. These activities take place in our community centers, parks, open space, and partner school sites.

Parks and Recreation

HIGHLIGHTS AND INITIATIVES

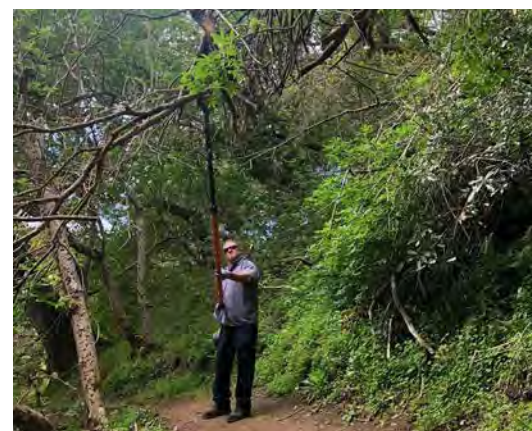
Parks Maintenance

- Maintain and repair landscaping in 16 developed parks, 300+ acres of open space, 11 athletic fields, 3 acres of developed right-of-way, 13 acres of undeveloped right-of-way, and 5.6 acres of developed medians
- Promote citywide tree canopy through the regular maintenance, planting, and succession planning of trees on City property
- Maintain Belmont's status as a "Tree City USA" and oversee the tree removal permitting process
- Oversee open space fuel reduction, invasive species removal, and trail maintenance
- Maintain City and school district-owned athletic fields
- Oversee the construction, improvement, or rehabilitation of City parks and playgrounds
- Manage waste collection in City facilities, parks, picnic areas, and open space, improving recycling and composting rates by providing appropriate receptacles and signage
- Collaborate with Public Works on City infrastructure improvement projects
- Plan and implement the 2024 Parks, Recreation, and Open Space (PROS) Master Plan recommendations

Facilities Maintenance

- Conduct preventative maintenance for City facilities
- Maintain and repair various structural and mechanical systems including roofs, fire safety equipment, lighting, HVAC systems, doors, and windows
- Coordinate and supervise custodial services at City facilities
- Maintain Twin Pines Senior and Community Center as an Emergency Resource Center
- Ensure efficient and effective management of natural gas and electricity for City facilities
- Conduct energy and water conservation projects
- Coordinate maintenance of the Belmont

- ▶ Library and collaborate with Library staff to plan, coordinate, and/or conduct facility enhancements
- ▶ Oversee Fiscal Year 2024-25 facility assessment



▶ = Council Strategic Focus Area Initiative

Parks and Recreation

Recreation

- Deliver accessible, inclusive, and age-friendly services, programs, and events, continually adjusting offerings to meet the needs of the Belmont community
- Collaborate with the Belmont community to advance Diversity, Equity and Inclusion in City services, events, and programs
- Partner with non-profits and community groups to provide a variety of recreational opportunities for all ages, backgrounds, and abilities
- Provide developmentally appropriate, safe, and caring licensed childcare services
- Coordinate athletic field usage for sports leagues
- Provide summer day camps, summer aquatics, and school year after school activities for youth and teens
- Facilitate civic-minded and leadership opportunities for youth and teens, including the Youth Advisory Committee (YAC) and VOICES volunteer group
- Coordinate volunteer opportunities for youth, adults, and local organizations
- Foster cognitive, physical, social, and emotional development for all ages
- Hire and retain quality year-round and seasonal staff
- Provide education and wellness classes, seminars, and workshops for adults and seniors, partnering with community organizations to expand offerings
- Provide local transportation to and from the Senior Center and popular nutritional lunch program
- Coordinate public festivals in Twin Pines Park, including Celebrate the Music and Waterdog Run
- Schedule facilities for City meetings, programs, and events
- Market, schedule, and rent facilities for private and non-profit uses



Parks and Recreation

METRICS

Facilities Management

Square feet of City facilities maintained

Parks and Open Space

Acres of developed City-owned parks and fields maintained

Acres of Belmont-Redwood Shores School District sports fields maintained

Number of tree removal permits issued

Acres of Open Space maintained

Recreation Programs

Number of youth program registrations

Number of licensed preschool registrations

Total number of programs offered for all ages

Number of city-hosted community events

Number of senior meals served

Number of facility rentals

Number of picnic rentals

Number of diversity, equity, and inclusion (DEI) programs and events

Dollars of youth scholarships granted

Parks and Recreation

TYPE	STRATEGIC FOCUS AREA	FY 2019-20 RESULTS	FY 2020-21 RESULTS	FY 2021-22 RESULTS	FY 2021-22 RESULTS
Workload	Quality of Life	155,000	155,000	165,000	165,000
Workload	Quality of Life	63	63	63	63
Workload	Quality of Life	25	25	25	25
Performance	Quality of Life	120	172	127	143
Workload	Quality of Life	300+	300+	300+	300+
Performance	Quality of Life	3,498	3,466	5,804	6,745
Performance	Quality of Life	-	-	47	56
Performance	Quality of Life	-	-	663	801
Performance	Quality of Life	-	-	22	25
Performance	Quality of Life	3,337	5,294	7,726	8,507
Performance	Quality of Life	-	-	227	274
Performance	Quality of Life	-	-	226	250
Performance	Quality of Life	-	-	3	7
Performance	Quality of Life	-	-	\$13,370	\$16,500

Parks and Recreation

FINANCIALS	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Expenditures by Category				
Personnel	4,010,209	4,193,416	4,473,490	4,950,695
Supplies and Services	2,366,220	2,948,282	3,301,296	3,604,371
Administrative and Other	1,324,115	1,178,160	1,467,563	1,893,085
Total Expenditures	7,700,545	8,319,858	9,242,350	10,448,151
Expenditures by Division				
Aquatics Recreation ¹	-	-	123,640	141,242
Athletic Field Maintenance	73,743	78,116	141,667	144,300
Community Learning Center	1,113,725	1,128,000	1,185,820	1,374,858
Facilities Management	1,870,310	1,881,295	1,890,318	2,002,629
General Facilities Improvement	8,301	4,951	9,099	7,076
Litter Control	160,166	198,039	195,627	225,101
Park Improvement Management	80,521	79,385	4,343	4,343
Parks and Open Space	1,989,292	2,073,356	2,533,442	2,897,382
Recreation Programs/Administration	1,157,264	1,535,865	573,885	555,999
Recreational Facilities	654,256	859,272	919,419	1,074,501
Senior Services	592,968	481,578	570,720	647,531
Youth and Teens Recreation ¹	-	-	1,094,370	1,373,470
Total Expenditures	7,700,545	8,319,858	9,242,350	10,448,432
Expenditures by Fund				
Athletic Field Maintenance	73,743	78,116	141,667	143,800
City Trees	39,291	37,137	81,080	76,280
Facilities Management	2,092,896	2,389,911	2,363,311	2,604,172
General Facilities	8,301	4,951	9,099	7,076
General Fund	1,950,000	2,036,219	2,452,362	2,820,602
Library Maintenance and Operation	431,670	350,657	446,425	472,458
Open Space	16,854	27,092	-	-
Parks and Recreation Donations	3	-	264	9,500
Planned Park	63,667	52,293	4,343	4,062
Recreation	2,863,954	3,145,443	3,548,172	4,085,100
Solid Waste	160,166	198,039	195,627	225,101
Total Expenditures	7,700,545	8,319,858	9,242,350	10,448,151

¹ New divisions created and split out from Recreation Programs beginning FY 2023-24 for better reporting and tracking purposes.

Parks and Recreation

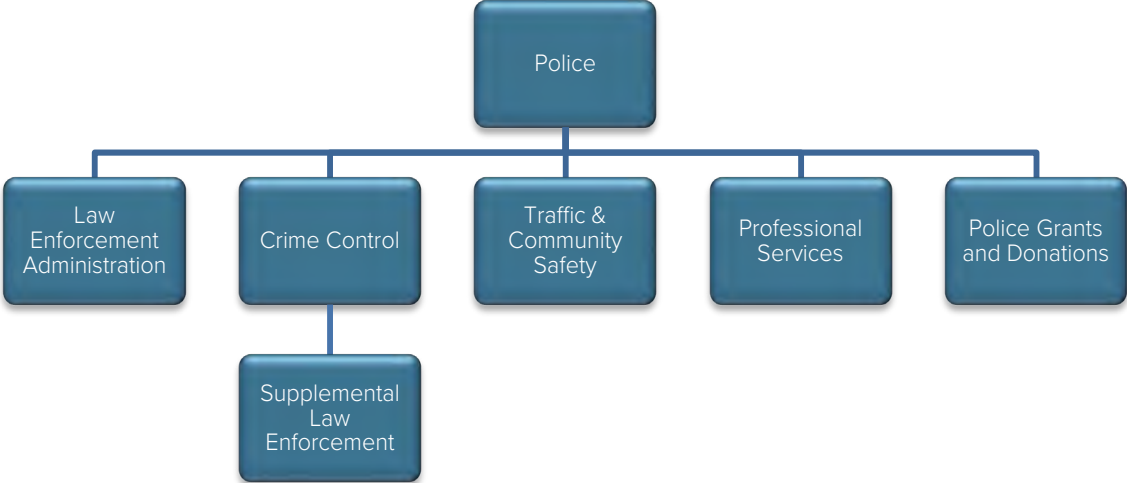
PERSONNEL	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Parks and Recreation Director	1.00	1.00	1.00	1.00
Administrative Assistant	-	-	1.00	1.00
Equipment Operator	1.00	1.00	1.00	1.00
Head Teacher	2.00	2.00	2.00	2.00
Management Analyst I/II	0.50	0.50	0.50	0.50
Office Assistant I/II	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	1.75	1.75
Recreation Supervisor	2.80	3.00	3.00	3.00
Senior Parks Maintenance Worker	2.00	2.00	2.00	2.00
Teacher	1.50	1.50	1.50	2.00
Total Personnel	23.80	24.00	24.75	25.25



POLICE



A Tradition of Service



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 Officer; conducts follow-up on reports taken by patrol officers and works with officers and investigators from law enforcement agencies throughout the country; the School Resource Officer works within the Investigations Bureau and identify youth that are at risk, provides outreach and education to the youth of Belmont and investigates crimes committed by juveniles.

SUMMARY	FY 2024-25
Personnel Count	45.00
Total Budget	\$16.0 million
Funding source(s)	General Fund Public Safety Grants Supplemental Law Enforcement

Traffic and Community Safety

Educates the motoring public, enforces the street traffic regulations of the City, as well as the State’s vehicle laws applicable to traffic, makes arrests for traffic violations and investigates 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 the community and the Police Department and handles 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
- Enhance professional standards and control 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, social media, and strong outreach

Crime Control

- Impartial enforcement of laws
- ▶ Prevention and deterrence of crime
- Apprehension of criminal 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, department website, department YouTube channel, X (formerly Twitter), NextDoor, Belmont TRAC, etc.

Traffic and Community Safety

- Enforce State vehicle code and City parking regulations
- Coordinate with other City departments for traffic calming and collision reduction
- Mark and tow abandoned vehicles
- Solicit and responding to traffic enforcement concerns via the "Traffic Enforcement Hot Spot" Program
- Investigate vehicle collisions



Professional Services

- Answer questions, give direction and provide assistance related to community inquiries
- ▶ Timely dispatch of calls for service
- Securely store and organize property and evidence
- Safeguard, maintain, and report police records in compliance with the law
- Release police reports in compliance with the law
- ▶ = Council Strategic Focus Area Initiative



Approach to
Victim's Justice

D.H.

Police

METRICS

Crime Control

Total number of arrests

Total reported Group A Crimes Against Persons*

Total reported Group A Crimes Against Property**

Total reported Group A Crimes Against Society***

Total officer-initiated incidents

Total case reports taken

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 switched to FBI NIBRS Reporting on June 1, 2021. Prior to this, BPD used FBI Summary UCR reporting which grouped and reported offenses in a manner that is not comparable to the current NIBRS data.

*Group A Crimes Against Persons includes: homicide, non-consensual sex offenses, aggravated assault, simple assault, intimidation, kidnapping, consensual sex offenses (incest and statutory rape) and human trafficking).

**Group A Crimes Against Property includes: robbery, burglary, larceny, motor vehicle theft, arson, destruction of property, forgery, fraud, embezzlement, extortion, bribery and stolen property offenses.

***Group A Crimes Against Society includes: Drug/narcotic offenses, gambling, pornography/obscene material, prostitution, weapons law violations and animal cruelty

TYPE	STRATEGIC FOCUS AREA	FY 2019-20 RESULTS	FY 2020-21 RESULTS	FY 2021-22 RESULTS	FY 2022-23 RESULTS
Workload	Public Safety	357	489	527	584
Workload	Public Safety	†	†	165	150
Workload	Public Safety	†	†	824	677
Workload	Public Safety	†	†	162	285
Workload	Public Safety		7,561	7,513	8,064
Workload	Public Safety		1,902	2,223	2,712
Workload	Public Safety	337	301	321	360
Workload	Public Safety	4,176	3,247	3,268	3,814
Performance	Public Safety	100%	N/A	100%	100%
Workload	Public Safety	100%	N/A	100%	100%
Workload	Public Safety	15,592	21,000	20,858	21,765
Workload	Public Safety	1,213	493	596	748

Police

FINANCIALS	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Expenditures by Category				
Personnel	10,627,672	11,385,090	12,007,295	12,291,458
Supplies and Services	911,294	983,370	1,028,157	1,082,759
Administrative and Other	2,625,341	2,470,760	2,764,641	2,706,302
Total Expenditures	14,164,306	14,839,220	15,800,094	16,080,519
Expenditures by Division				
Crime Control	9,219,684	9,795,777	10,058,204	10,107,007
Law Enforcement Administration	2,185,532	2,264,359	2,489,133	2,467,819
Police Support Services	1,603,492	1,626,239	1,763,808	2,007,161
Traffic and Community Safety	1,155,597	1,152,845	1,488,950	1,498,532
Total Expenditures	14,164,306	14,839,220	15,800,094	16,080,519
Expenditures by Fund				
General Fund	13,921,814	14,657,007	15,674,034	15,984,409
Public Safety Grants	2,370	3,451	1,000	9,000
Supplemental Law Enforcement	240,123	178,762	125,060	87,110
Total Expenditures	14,164,306	14,839,220	15,800,094	16,080,519

PERSONNEL	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 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	2.00	2.00	2.00	2.00
Dispatcher	5.00	5.00	6.00	6.00
Management Analyst I/II	2.00	2.00	2.00	2.00
Police Cadet	1.00	1.00	1.00	1.00
Police Captain	1.00	1.00	1.00	1.00
Police Corporal	4.00	4.00	5.00	5.00
Police Lieutenant	2.00	2.00	2.00	2.00
Police Officer	18.00	18.00	17.00	17.00
Police Records Specialist I/II	2.00	2.00	2.00	2.00
Police Sergeant	5.00	5.00	5.00	5.00
Total Personnel	44.00	44.00	45.00	45.00

CITY HALL

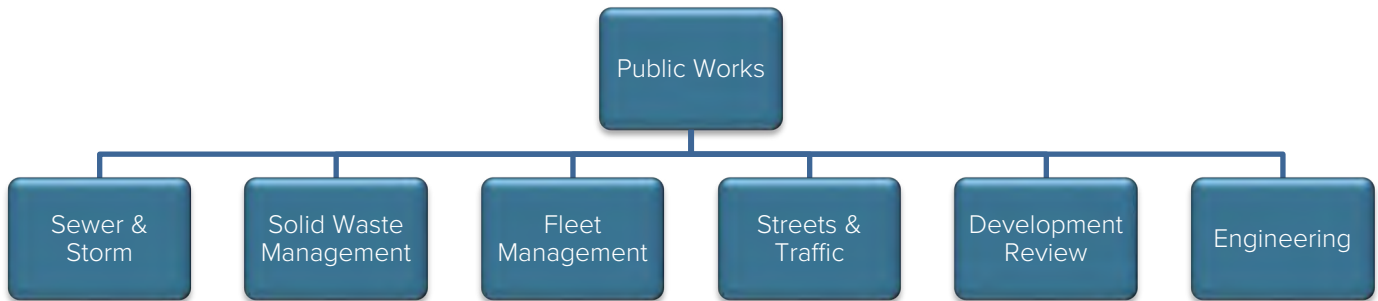
One Twin Pines Lane





PUBLIC WORKS

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 risk of flooding.

SERVICES AND STRUCTURE

Operationally, the Public Works Department provides the following services:

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 system. Belmont also is a JPA member of Silicon Valley Clean Water, which operates the local 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 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

Ensures that all Belmont residents are provided with a clean, safe, and ecologically-sound environment, manages the City’s Franchise Agreement that emphasizes waste reduction and recycling, composting, and environmentally-sound landfill management to meet the City’s 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.

SUMMARY	FY 2024-25
FTEs	33.00
Total Budget	\$12.3 million
Funding source(s)	Development Services Fleet & Equipment Mgmt Infrastructure Repair Sewer Collections Sewer Treatment Facility Solid Waste Storm Drainage Street Improvement Street Maintenance

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

Sanitary Sewer

- Updating the Citywide Sewer Master Plan
- Developing strategies to determine cost-effective approaches to asset management
- Sewer Capital Project Planning and Implementation
- I&I Detection and Elimination Program, Improving sewer lateral and FOG policies
- Regulatory compliance

Solid Waste Management

- Implementing SB1383 mandatory composting program
- Household hazardous waste disposal
- E-waste, compost dispersal, and document shredding events

- NPDES stormwater compliance
- SBWMA & Recology services management

Fleet Management

- Completed 149 preventative maintenance services and 113 repairs
- Placed 3 hybrid vehicles into service replacing gas powered engines with more efficient alternative fuel vehicles
- Placed a street sweeper into service replacing an older unit with a clean air, tier 4 certified, emission reducing vehicle
- Upgraded the fuel management system software replacing the antiquated system with a user friendly, cloud system

Public Works Engineering and Operations

- ▶ Allocate \$2.2M 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)
- Implementing "Street-Saver" software for cost-effective 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 with State Water Board
- Maintain and repair City-owned curbs/gutters, sidewalks, ADA ramps, and retaining walls
- Maintain and repair City-owned traffic signals, including Adaptive Signal Systems

▶ = Council Strategic Focus Area Initiative

Public Works

- 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 2023 Pavement Project
- Construction of the 2024 Slurry Seal Project
- Planning, Designing and Construction of Street Capital Improvement Projects
- Development of the Five-Year Pavement Plan
- Design of the Alameda de las Pulgas Corridor Project
- Maintained and repaired the City's 85 miles of sewer main lines and 10 lift stations
- Performed CCTV inspections on 71,303 feet of sewer main lines and 11,170 feet of storm lines
- Planning, Designing, and Construction of Sewer Capital Improvement Projects
- 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
- Coordinate public events throughout the City, including Earth Day, Coastal Cleanup, and Public Works Week Open House

Stormwater & Municipal Region Permit

- Developing strategies to determine cost-effective approaches to asset management
- Securing Environmental Permits
- Preparation and Administration of Grant Applications
- Commercial and Industrial Inspections for MRP compliance
- Construction Storm Water Inspections
- Mitigation of emergency repairs and flooding
- Planning, Designing and Construction of Storm Drain Capital Improvement Projects



- Regulatory compliance with the Municipal Regional Permit (MRP 3.0)
- Belmont Creek dredging, construction various storm drainpipes
- Updating the Citywide Storm Drain Master Plan
- Twin Pines Park Detention Basin Project
- Belmont Creek Restoration Project
- Participation in Countywide committees, such as the OneWatershed Framework Technical Advisory Committee and Regional Sea Level Rise Project

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

Sewer

Feet of sewer lines with CCTV inspections performed

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

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 2019-20 RESULTS	FY 2020-21 RESULTS	FY 2021-22 RESULTS	FY 2022-23 RESULTS
Workload	Infrastructure and Mobility	102	100	101	95
Workload	Infrastructure and Mobility	250+	280	262	95
Workload	Infrastructure and Mobility	140	140	140	140
Workload	Infrastructure and Mobility	1,450	1,450	1,450	1,450
Workload	Infrastructure and Mobility	1,241	2,408	2,148	2,322
Workload	Infrastructure and Mobility	200,000	34,969	61,632	50,305
Workload	Infrastructure and Mobility	400	170.27	171	178
Workload	Infrastructure and Mobility	308	217	177	199
Workload	Infrastructure and Mobility	3,000+	3,000+	3,000+	
Workload	Infrastructure and Mobility	509	130	201	200
Workload	Infrastructure and Mobility	195	157	92	59
Workload	Infrastructure and Mobility	101,024	73,578	84,503	70,026
Workload	Infrastructure and Mobility	343,310	247,783	282,211	370,203
Workload	Infrastructure and Mobility	44,942	44,553	44,553	38,126
Workload	Infrastructure and Mobility	3	N/A	N/A	5
Workload	Infrastructure and Mobility	10	10	10	10
Workload	Infrastructure and Mobility	1,400+	1,400+	1,400+	1,400+
Workload	Infrastructure and Mobility	2	2	2	2
Workload	Infrastructure and Mobility	26	26	26	26
Workload	Infrastructure and Mobility	12,405	4,037	13,125	31,606
Workload	Infrastructure and Mobility	5,599	5,682	8,472	5,034
Workload	Infrastructure and Mobility	476.75	479.03	564.77	474.13
Workload	Infrastructure and Mobility	3	7	7	7
Workload	Infrastructure and Mobility	6	10	14	10
Workload	Infrastructure and Mobility	345	345	345	408
Workload	Infrastructure and Mobility	305	345	345	408

Public Works

FINANCIALS	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Expenditures by Category				
Personnel	4,610,582	5,265,361	5,635,243	6,575,050
Supplies and Services	2,167,066	2,399,260	2,602,091	2,878,683
Administrative and Other	3,159,384	2,817,141	2,918,584	2,915,573
Capital Outlay	218,487	98,555	-	5,000
Total Expenditures	10,155,519	10,580,318	11,155,918	12,374,306
Expenditures by Division				
Capital Improvement Management	334,200	401,852	273,549	216,511
Drainage and Water Pollution Control	1,542,516	1,551,204	1,484,264	1,578,336
Emergency Repair	208,712	89,584	-	-
Fleet Management	814,040	883,787	911,080	981,501
Planning and Project Management	1,621,504	1,447,482	1,765,497	2,066,412
Public Works Development	1,325,847	1,670,033	1,731,998	1,891,955
Sewer Utility	2,488,800	2,477,480	2,663,725	3,198,183
Solid Waste Management	278,170	309,073	382,780	383,265
Street Maintenance	1,016,588	1,186,019	1,323,114	1,390,751
Traffic and Electrical Operations	525,142	563,804	619,912	667,392
Total Expenditures	10,155,519	10,580,318	11,155,918	12,374,306
Expenditures by Fund				
Development Services	1,325,847	1,670,033	1,731,998	1,891,955
Fleet and Equipment Management	814,040	883,787	911,080	982,001
Infrastructure Repair	208,712	89,584	-	-
Sewer Collections	3,525,360	3,366,711	3,582,924	4,268,270
Sewer Treatment Facility	125,473	148,207	116,127	120,499
Solid Waste	278,170	309,073	382,780	383,265
Storm Drainage	1,815,114	1,794,359	1,893,043	2,059,993
Street Improvement	61,177	86,561	74,912	69,563
Street Maintenance	2,001,626	2,232,003	2,463,055	2,598,760
Total Expenditures	10,155,519	10,580,318	11,155,918	12,374,306

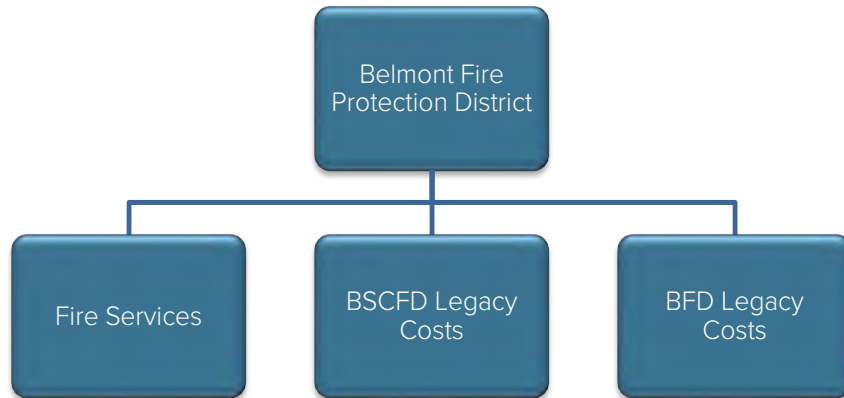
Public Works

PERSONNEL	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 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	1.00	1.00
Assistant Public Works Director/ City Engineer	1.00	1.00	1.00	1.00
Associate Civil Engineer	3.00	3.00	2.00	2.00
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	3.00	3.00
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

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.

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.

SUMMARY

FY 2024-25

FTEs	0.00
Total Budget	\$13.5 million
Funding source(s)	Belmont Fire Protection District

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

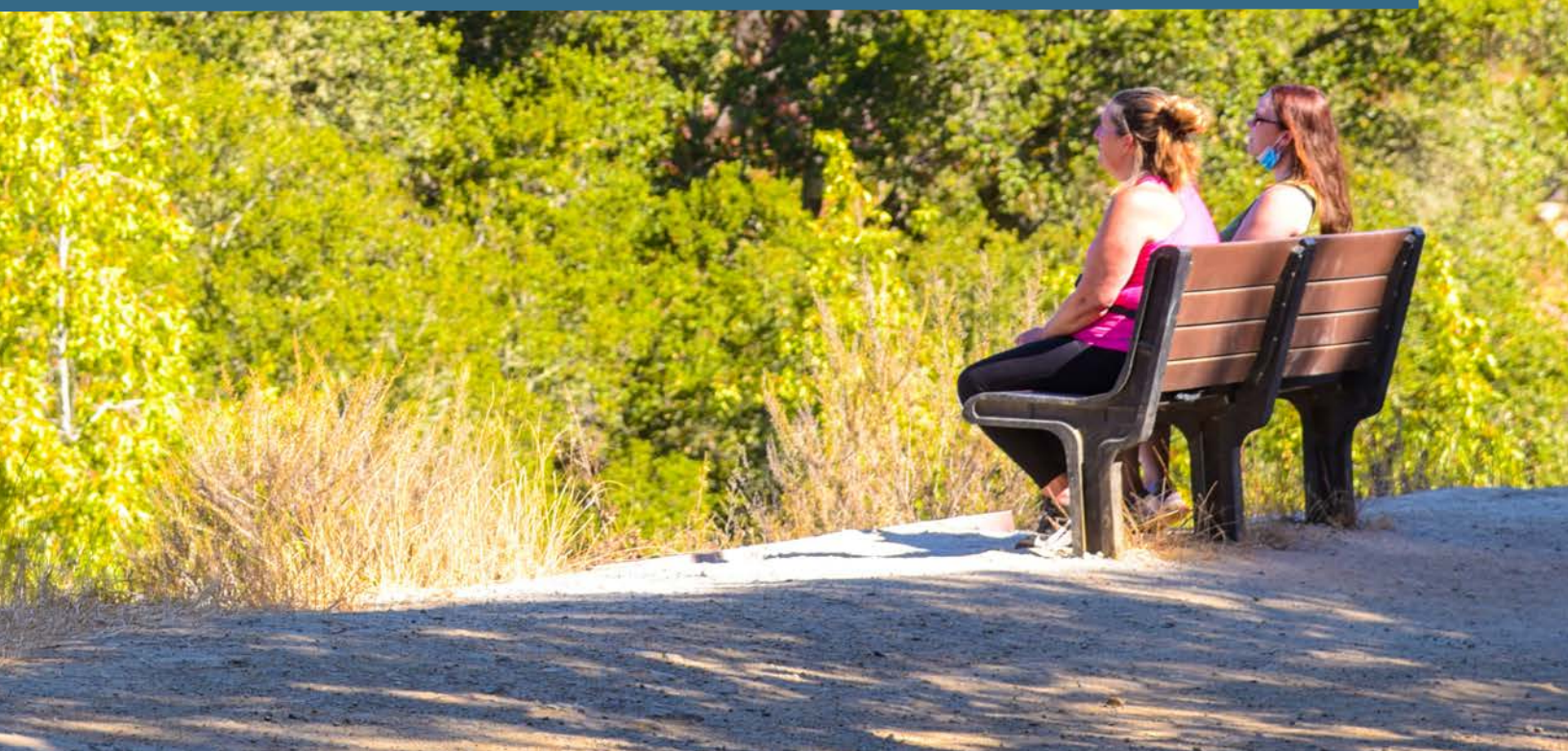


Belmont Fire Protection District

FINANCIALS	FY 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Expenditures by Category				
Legacy Benefits	1,839,046	1,975,512	1,814,936	2,331,057
Supplies and Services	8,661,127	8,891,505	9,358,836	9,791,024
Administrative and Other	1,096,205	1,342,711	1,341,176	1,415,833
Total Expenditures	11,596,378	12,209,728	12,514,948	13,537,914
Expenditures by Division				
Belmont Fire Department (BFD) Legacy Costs	177,621	185,901	109,856	468,081
Belmont-San Carlos Fire Department (BSCFD) Legacy Costs	1,694,257	1,804,512	1,730,264	1,880,403
Fire Services	9,724,500	10,219,315	10,674,828	11,189,430
Total Expenditures	11,596,378	12,209,728	12,514,948	13,537,914
Expenditures by Fund				
Belmont Fire Protection District	11,596,378	12,209,728	12,514,948	13,537,914
Total Expenditures	11,596,378	12,209,728	12,514,948	13,537,914



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 2024-25, the City's contribution is budgeted at \$6.5 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 2024-25 is \$6 million.

SUMMARY	FY 2024-25
FTEs	0.00
Total Budget	\$18.3 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 2021-22 ACTUALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET
Expenditures by Category				
Operating	6,696,103	5,455,047	6,727,106	7,311,989
Capital Outlay	5,565,325	4,466,065	2,133,264	5,051,509
Debt Service	3,997,411	3,663,237	6,614,469	5,973,412
Total Expenditures	16,258,840	13,584,349	15,474,839	18,336,910
Expenditures by Fund				
Benefit Prefunding	1,688,719	1,252,954	1,515,835	1,585,849
Facilities Management	21,825	18,109	-	-
Fleet and Equipment Management	1,064,345	1,643,001	708,684	2,010,587
Liability Insurance	592,028	497,328	818,954	1,327,402
Library Bond Debt Service	670,834	680,643	670,656	681,615
Planned Park	668,000	668,000	668,000	668,000
Self-Funded Vision ¹	10,744	1,542	4,287	-
Sewer Collections	6,385,218	6,407,398	6,109,802	5,982,243
Sewer Treatment Facility	4,161,532	1,833,071	4,256,378	5,229,206
Solid Waste	64,131	26,740	-	-
Storm Drainage	375,133	(76,486)	-	-
Workers' Compensation	556,332	632,049	722,243	852,007
Total Expenditures	16,258,840	13,584,349	15,474,839	18,336,910

¹ Fund is closed as of FY 2023-24







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	Parks and Recreation Donations	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
501-503	Sewer Collections	Enterprise	5 Years
505	Sewer Connection Fees	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
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.
- **Parks and Recreation Donations** - Used to account for donations from the community to be used for programming. This Fund has been renamed from Senior Services Donation beginning fiscal year 2024-25 in order to capture a more comprehensive nature of donations.
- **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 service charges used for financing the City's costs with the sewer collections system including costs associated with the operating of Silicon Valley Clean Water (SVCW). SVCW is a joint powers authority that manages wastewater treatment.
- **Sewer Connection Fees** - Accounts for capacity-related costs to upsizing of the sewer collections system. These fees were separated out from the Sewer Collections Fund beginning fiscal year 2024-25 in order to provide better accounting and transparency of the collection and usage of these fees.
- **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.
- **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.



ARTISAN

GENERAL FUNDS



CROSSING



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101 General Fund

	FY 2022-23 ACTUAL	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST
Beginning Fund Balance	18,012,941	26,585,524	27,983,487	28,170,891	26,211,593
Current Resources					
Property Tax	13,349,606	12,242,072	12,053,764	12,315,340	12,507,804
Sales Tax - Local 1%	4,333,956	4,117,175	4,166,795	4,290,702	4,376,516
Property Transfer Tax	204,802	200,937	204,956	209,055	213,236
Transient Occupancy Tax	3,771,039	4,013,453	4,136,230	4,272,743	4,358,197
Business License Tax	1,261,972	1,203,242	1,215,275	1,239,580	1,264,372
Franchises	1,523,906	1,582,444	1,614,436	1,646,725	1,679,659
Intergovernmental	443,006	386,026	347,941	351,420	354,935
Service Charges	4,469,224	4,326,366	4,318,251	4,361,434	4,405,048
Fines and Forfeitures	138,959	107,000	144,237	147,122	150,064
Use of Money and Property	1,426,638	1,459,463	1,738,208	1,686,062	1,652,341
Miscellaneous	323,667	334,159	320,897	327,315	333,861
COVID-19 Federal Relief Funding	3,222,430	-	-	-	-
Transfer In	-	-	1,204,633	-	-
Current Resources	34,469,204	29,972,337	31,465,623	30,847,496	31,296,033
Use of Unassigned Fund Balance	-	-	-	-	-
Total Current Resources	34,469,204	29,972,337	31,465,623	30,847,496	31,296,033
Current Requirements					
Salaries and Wages	9,362,792	10,375,868	11,161,599	11,555,785	11,898,628
Benefits	6,802,946	7,313,025	7,613,857	8,519,096	8,973,020
Operating	6,262,712	7,163,020	7,802,764	7,931,912	8,063,731
Transfer Out	3,468,172	3,722,461	4,700,000	4,800,000	4,800,000
Total Current Requirements	25,896,621	28,574,374	31,278,220	32,806,794	33,735,379
Resources Over/(Under) Requirements	8,572,583	1,397,963	187,403	(1,959,297)	(2,439,346)
Total Reserves/Fund Balance	26,585,524	27,983,487	28,170,891	26,211,593	23,772,248
33% Target Reserve	7,401,388	8,201,131	8,770,813	9,242,242	9,548,675
Remaining Fund Balance	19,184,136	19,782,356	19,400,078	16,969,351	14,223,573

101 General Fund

FY 2027-28 FORECAST	FY 2028-29 FORECAST	FY 2029-30 FORECAST	FY 2030-31 FORECAST	FY 2031-32 FORECAST	FY 2032-33 FORECAST	FY 2033-34 FORECAST
23,772,248	20,889,827	17,044,837	12,786,693	8,368,037	3,466,683	(1,987,628)
12,697,978	12,885,422	13,069,665	13,250,205	13,426,503	13,597,984	13,764,037
4,464,046	4,553,327	4,644,393	4,737,281	4,832,027	4,928,667	5,027,241
217,501	221,851	226,288	230,813	235,430	240,138	244,941
4,465,105	4,588,143	4,714,317	4,913,902	5,012,180	5,112,423	5,214,672
1,289,659	1,315,453	1,341,762	1,368,597	1,395,969	1,423,888	1,452,366
1,713,252	1,747,517	1,782,468	1,818,117	1,854,479	1,891,569	1,929,400
358,484	362,069	365,689	369,346	373,040	376,770	380,538
4,449,098	4,493,589	4,538,525	4,583,910	4,629,750	4,676,047	4,722,808
153,065	156,127	159,249	162,434	165,683	168,997	172,377
1,685,387	1,719,095	1,753,477	1,788,547	1,824,317	1,860,804	1,898,020
340,538	347,349	354,296	361,382	368,610	375,982	383,502
-	-	-	-	-	-	-
-	-	-	-	-	-	-
31,834,115	32,389,942	32,950,130	33,584,535	34,117,987	34,653,270	35,189,900
-	-	-	-	-	-	-
31,834,115	32,389,942	32,950,130	33,584,535	34,117,987	34,653,270	35,189,900
12,251,756	12,616,671	12,994,707	13,380,580	13,779,246	14,188,618	14,610,272
9,466,505	10,208,163	10,663,301	10,929,276	11,400,730	11,930,541	12,383,137
8,198,275	8,410,098	8,550,266	8,693,335	8,839,366	8,988,421	9,218,785
4,800,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
34,716,536	36,234,931	37,208,274	38,003,191	39,019,341	40,107,581	41,212,195
(2,882,421)	(3,844,989)	(4,258,144)	(4,418,656)	(4,901,354)	(5,454,310)	(6,022,294)
20,889,827	17,044,837	12,786,693	8,368,037	3,466,683	(1,987,628)	(8,009,922)
9,872,457	10,307,527	10,628,730	10,891,053	11,226,383	11,585,502	11,950,024
11,017,370	6,737,310	2,157,963	(2,523,016)	(7,759,700)	(13,573,129)	(19,959,946)

102 Measure I

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	2,938,455	3,936,671	17,275	(1,134,207)	(1,064,173)	(1,148,699)	(811,515)
Revenues							
Sales Tax ½-cent Measure I	2,358,043	2,414,604	2,335,338	2,406,000	2,454,120	2,503,202	2,553,266
Use of Money and Property	74,159	132,662	138,180	134,035	131,354	133,981	136,661
Total Revenues	2,432,202	2,547,266	2,473,518	2,540,035	2,585,474	2,637,183	2,689,927
Capital Improvement Plan/Transfer Out	1,433,986	6,466,663	3,625,000	2,470,000	2,670,000	2,300,000	800,000
Ending Fund Balance	3,936,671	17,275	(1,134,207)	(1,064,173)	(1,148,699)	(811,515)	1,078,412



Revenue and Expenditure Assumptions

A detailed discussion of the projection methodologies and major assumptions made for the fiscal year (FY) 2024-25 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 about 40% of the total anticipated revenue for FY 2024-25, 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, property tax in lieu of VLF continues to be underfunded by the State, with the State taking increasing action to take away funding for in this key revenue source. 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.
- 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.
- Property Tax in Lieu of VLF (VLF) represents the swap of vehicle license fees 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.

Revenue and Expenditure Assumptions

- 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. Almost 90% 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 and a low interest rate environment in the past several years, has been 6.7%.

With interest rates rising in the past year, however, the housing market has shown signs of cooling off. Secured property tax revenues are estimated to increase at a slower pace at 5.7% in FY 2024-25. This estimate is based on the County Assessor's Office estimated property tax roll as of May 2024. Strong extended growth from the past several years is not expected in the long-term. The FY 2025-26 revenue projects a 5% growth, then gradually moving to a more conservative growth estimate of 4.5% 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 property tax in lieu of VLF (VLF). VLF is funded by property tax from non-basic aid school districts, with any monies taken from non-basic aid school districts being backfilled by the State. Local taxing entities including Belmont have been facing a shortfall in VLF revenues as less school districts in San Mateo County are categorized as non-basic aid. Out of 23 school districts in San Mateo County, only 5 are non-basic aid. As such, out of the \$268 million VLF allocation Countywide, the shortfall is estimated to be \$114.3 million in FY 2023-24, and that grows as more school districts lose their non-basic aid status and flip to basic aid. For Belmont, out of the \$4 million VLF allocated in FY 2023-24, the shortfall is estimated at \$1.7 million, with Belmont receiving only \$2.3 million. VLF shortfall grows as assessed valuation grows, and also grows as more school districts flip to basic aid. For FY 2024-25, Belmont's VLF allocation is projected to be \$4.2 million, with the shortfall increasing to \$2 million. The long-term forecast reflects that all school districts will flip to basic aid over the next ten years, and correspondingly projects the full amount of allocation as the amount of the shortfall by FY 2033-34. The total projected shortfall over the ten-year forecast totals nearly \$39 million. For Belmont, a fully funded VLF allocation accounts for about 40% of total property tax, and about 15% of total General Fund expenditures, a significant proportion.

To address the shortfall, the County has been submitting a claim for consideration in the State's budget that, if approved, gets distributed two years later. The State has been funding the shortfall through this process dating back to 2012 when the shortfalls began, thereby fulfilling its VLF obligations to local taxing entities including Belmont. However, 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. To that end, the State has taken formal action to take away this funding source from local entities, and in FY 2021-22, the Department of Finance drafted a Budget Trailer Bill that proposes using its obligation on excess ERAF funds to backfill 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 via excess ERAF. While the bill ultimately did not move forward due to a strong opposition from the County, local taxing entities within the County, and local representatives, the State remains



Revenue and Expenditure Assumptions

vigilant. In the latest May revise of the State budget, the State has rejected the County's reimbursement claim for the FY 2022-23 VLF shortfall in its FY 2024-25 budget. Belmont's share of the rejected claim is at \$1.1 million, which equates to the entirety of Belmont's business license tax revenue. This action carries significant long-term implications that the State may no longer fulfill its VLF obligations. With the State's current stance, the long-term forecast assumes that the State will no longer backfill shortfalls. If this changes or as more data becomes available, the long-term forecast will be adjusted accordingly. For FY 2024-25, Belmont's VLF funding is only budgeted at \$2.8 million, with the remaining \$1.1 million as lost revenue.

Excess ERAF funds continue to be a steady, yet somewhat uncertain, revenue source for the General Fund. With County officials projecting that there will be less non-basic aid school districts that require ERAF funding, more funds will be returned to the local taxing entities via excess ERAF, although not close to the same rate as the shortfall in VLF. The ten-year forecast anticipates excess ERAF to gradually grow to a \$2.4 million baseline by FY 2033-34 to reflect the projected decrease in non-basic aid school districts.

A growth rate of 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 fell significantly in FY 2019-20, which reflected the impact of the COVID-19 pandemic and the recognition of sales tax deferrals from businesses at the onset of the pandemic. 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 has helped significantly towards the recovery in this revenue source. However, this rate of growth is not sustainable and is not expected to continue. Consumers have scaled back on their auto purchases, and consumer behavior shifted 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. The local 1% sales tax including Prop 172 is projected to be \$4.2 million in FY 2024-25 and Measure I 0.50% sales tax is projected to be \$2.3 million in FY 2024-25. Both sources are projected to grow modestly at 2% 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 \$205,000 in FY 2024-25, then grows modestly at 2% 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. Growth in TOT revenues was amplified in fiscal years 2018-19 and 2019-20 as two new hotels opened that increased the City's hotel stock by 263 rooms, along with TOT tax rate that increased from 10% to 12% in January 2019. However, the COVID-19 pandemic halted growth abruptly, and the reactive nature of TOT to the economy was clearly demonstrated with an unprecedented drop in TOT in fiscal year 2020-21



Revenue and Expenditure Assumptions

as travel was restricted and occupancy rates dropped precipitously. In Belmont, hotels cater mostly to business travelers, and because business travel didn't recover as quickly as leisure travel, recovery in TOT was slow. That said, Belmont voters approved to increase the TOT tax rate to 14% that became effective in January 2023, which expanded the overall tax base and helped with the recovery in this revenue source. TOT revenue is estimated to get back to pre-pandemic levels in fiscal year 2023-24; however, it is important to note that this revenue source is still missing the growth that it would have had if not for the impacts from the pandemic. Revenues are budgeted to be \$4.1 million in FY 2024-25. In the long-term forecast, occupancy rates are projected to increase gradually before holding steady, while room rates are projected to increase up to 2% annually. The impacts on the increased TOT tax rate, on travel behavior, and on the overall health of the economy will be monitored closely, and the long-term financial plan will be adjusted accordingly.



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 \$1.2 million in FY 2024-25, then grows at 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 25%, and cable television service at approximately 20%. Modest growth is expected from this revenue source, 2% annually in the forecast. For FY 2024-25, revenues are projected at \$1.6 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 \$348,000 in FY 2024-25, 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 \$4.3 million is projected for service charges in FY 2024-25. 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 2024-25 revenues are expected to be \$144,000, and projected to grow modestly throughout the forecast.

Revenue and Expenditure Assumptions



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 4.3 percent. With interest rate hikes through the past couple of years, projections going forward for investment earnings reflect the expectation that interest rates will start to cool off, then stabilizing through gradually increasing 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 \$1.7 million in FY 2024-25.

Miscellaneous

This revenue category includes other smaller revenues not attached to other categories. FY 2024-25 revenues are projected at approximately \$321,000.

Transfer In

\$1.2 million is budgeted in FY 2024-25 for transfer in, from the General Facilities Fund and the Infrastructure Fund. Historically, the General Fund has made transfers to these capital projects funds to support capital project needs. These funds do not have other revenue sources otherwise, and beginning FY 2023-24,

the Capital Improvement Projects Fund was created to capture and account for all capital expenditures. As such, any remaining balance in the General Facilities Fund and the Infrastructure Fund will transfer back to the General Fund, and the funds will be closed after all the prior capital commitment in these funds have been expended. Moving forward and as reflected in the long-term plan, the General Fund will make a direct transfer to the Capital Improvement Projects Fund to support General Fund-funded projects.

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 about 60% of total General Fund expenditures, and total approximately \$19 million for FY 2024-25. 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

Revenue and Expenditure Assumptions

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 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 -7.5% money-weighted return on the CalPERS investment portfolio for the fiscal year ended June 30, 2022, which was significantly below CalPERS' investment target of 6.8%, resulting in negative impacts to contribution costs starting in FY 2024-25.
- The 6.1% money-weighted return on the CalPERS investment portfolio for the fiscal year ended June 30, 2023, which again was below the 6.8% target and will impact contribution costs starting in FY 2025-26.
- The change in amortization period from 30 to 20 years that impacted contribution rates starting in FY 2021-22.
- Updated demographic assumptions adopted by the CalPERS Board in November 2021 that will impact contribution rates starting in FY 2023-24.

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 \$4 million in FY 2024-25 to \$7.2 million in FY 2033-34, and takes up about 15% of total operations. CalPERS' much lower-than-expected returns for the fiscal year ended June 30, 2022 at -7.5% increased contribution rates significantly for FY 2024-25. 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. 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 10% in FY 2024-25 and then taper off to approximately 5% 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, as well as estimates provided by the City's insurance broker. 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



Revenue and Expenditure Assumptions

The remaining 40% 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 \$7.8 million in fiscal year 2024-25, include spending on a wide variety of expenditure categories related to operation of the City. Some of the major expenditure categories include \$1.5 million in professional and contract services, \$290,000 in utilities costs, and \$4.4 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, and held flat again before increasing by 5% in year ten.

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. They also include transfers to support the Capital Improvement Program. Total transfers are approximately \$4.7 million in FY 2024-25, and increases to \$5 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 \$2.3 million in FY 2024-25, and grows modestly at 2% annually in the forecast. A total of \$11.8 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.



Revenue and Expenditure Assumptions

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, one-time revenue boosts such as the ARPA federal funding, along with short-term expenditure reduction strategies such as extending staffing vacancies, has boosted the fund balance in recent years. However, these revenue and expenditure measures cannot be sustainable. 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 structural deficit, with a draw down on fund balance throughout the long-term forecast that places 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. In particular, the State is rejecting the VLF shortfall reimbursement claim in its FY 2024-25 budget, with Belmont's share at \$1.1 million, which equates to the entirety of Belmont's business license tax revenue. This carries significant implications that the State will no longer fully fund for and meet its VLF obligations to local taxing entities. A fully funded VLF for Belmont equates to a significant 15% of total General Fund operations and is what the State will take away if they continue their current stance.

The long-term plan illustrates that even as the fund balance is at its highest levels with the aid of one-time resources and expenditure reduction strategies such as funding freezes on certain vacant positions, resources are not able to meet demands in each year of the plan beginning FY 2025-26. 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 2030-31, and then going negative by FY 2032-33. 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 is ongoing to identify community priorities and areas to support fiscal sustainability via locally-controlled funding sources that cannot be taken away by the State. The City has begun to identify opportunities to diversify and expand the City's revenue sources, including exploring an update to the business license tax 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 2025-26 budget development and beyond.



SPECIAL REVENUE

205 Recreation

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	1	583,499	397,374	447,574	471,760	480,388	474,404
Revenues							
Intergovernmental	125,412	75,000	61,000	61,000	61,000	61,000	61,000
Service Charges	2,301,592	2,160,300	2,562,300	2,651,736	2,744,870	2,841,872	2,942,919
Miscellaneous	12,360	26,747	12,000	12,240	12,485	12,734	12,989
Use of Money and Property	(13,495)	-	-	-	-	-	-
Total Revenues	2,425,869	2,262,047	2,635,300	2,724,976	2,818,355	2,915,607	3,016,908
Expenditures							
Personnel	1,888,634	2,173,743	2,409,890	2,492,076	2,566,839	2,643,844	2,723,159
Operating	1,256,808	1,374,429	1,675,210	1,708,714	1,742,888	1,777,746	1,813,301
Total Expenditures	3,145,443	3,548,172	4,085,100	4,200,791	4,309,727	4,421,590	4,536,460
Transfer In	1,303,072	1,100,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Ending Fund Balance	583,499	397,374	447,574	471,760	480,388	474,404	454,852

206 Library Maintenance and Operation

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	835,588	814,528	203,162	72,356	(95,793)	(272,126)	(456,887)
Revenues							
Taxes	312,064	312,802	312,802	315,930	319,089	322,280	325,503
Use of Money and Property	17,533	26,490	28,850	-	-	-	-
Total Revenues	329,597	339,292	341,652	315,930	319,089	322,280	325,503
Expenditures							
Personnel	161,837	155,305	160,727	166,113	171,097	176,230	181,517
Operating	188,820	295,353	311,731	317,966	324,325	330,811	337,428
Total Expenditures	350,657	450,658	472,458	484,079	495,422	507,041	518,944
Capital Improvement Plan/Transfer Out	-	500,000	-	-	-	-	-
Ending Fund Balance	814,528	203,162	72,356	(95,793)	(272,126)	(456,887)	(650,328)

207 Athletic Field Maintenance

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	375,498	365,599	176,990	197,720	218,138	238,401	259,069
Revenues							
Service Charges	140,654	140,000	150,000	153,000	156,060	159,181	162,365
Use of Money and Property	8,413	13,058	14,530	14,094	13,812	14,088	14,370
Total Revenues	149,067	153,058	164,530	167,094	169,872	173,270	176,735
Expenditures							
Operating	78,116	141,667	143,800	146,676	149,610	152,602	155,654
Total Expenditures	78,116	141,667	143,800	146,676	149,610	152,602	155,654
Capital Improvement Plan/Transfer Out	80,850	200,000	-	-	-	-	220,000
Ending Fund Balance	365,599	176,990	197,720	218,138	238,401	259,069	60,150

208 City Trees

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	297,128	284,075	238,289	182,299	154,371	124,792	94,307
Revenues							
Miscellaneous	4,943	15,538	-	-	-	-	-
Service Charges	12,900	10,000	10,000	9,700	9,506	9,696	9,890
Use of Money and Property	6,241	9,756	10,290	9,981	9,782	9,977	10,177
Total Revenues	24,084	35,294	20,290	19,681	19,288	19,673	20,067
Expenditures							
Personnel	31,960	35,155	29,531	30,525	31,441	32,384	33,356
Operating	5,177	45,925	46,749	17,084	17,426	17,774	18,130
Total Expenditures	37,137	81,080	76,280	47,609	48,867	50,158	51,485
Ending Fund Balance	284,075	238,289	182,299	154,371	124,792	94,307	62,889

209 Parks and Recreation Donations

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST
Beginning Fund Balance	90,044	92,455	95,439	96,469
Revenues				
Miscellaneous	399	-	7,000	7,140
Use of Money and Property	2,012	3,248	3,530	3,424
Total Revenues	2,411	3,248	10,530	10,564
Expenditures				
Operating	-	264	9,500	9,690
Total Expenditures	-	264	9,500	9,690
Ending Fund Balance	92,455	95,439	96,469	97,343

210 Development Services

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	1,084,263	1,537,550	1,117,128	1,029,776	870,161	659,997	576,269
Revenues							
Intergovernmental	-	40,000	-	-	-	-	-
Licenses and Permits	2,287,955	3,057,056	2,385,000	2,432,700	2,481,354	2,530,981	2,581,601
Miscellaneous	75,444	8,985	300	306	312	318	325
Service Charges	2,095,186	2,590,601	3,403,500	3,471,570	3,541,001	3,611,821	3,684,058
Use of Money and Property	14,811	89,900	94,140	91,316	89,489	91,279	93,105
Total Revenues	4,473,396	5,786,541	5,882,940	5,995,892	6,112,157	6,234,400	6,359,088
Expenditures							
Personnel	2,995,340	3,184,001	3,334,216	3,446,709	3,539,348	3,634,496	3,732,223
Operating	2,524,769	3,022,962	3,636,076	3,708,798	3,782,973	3,683,633	3,757,306
Total Expenditures	5,520,109	6,206,963	6,970,292	7,155,507	7,322,321	7,318,129	7,489,529
Transfer In	1,500,000	-	1,000,000	1,000,000	1,000,000	1,000,000	1,200,000
Ending Fund Balance	1,537,550	1,117,128	1,029,776	870,161	659,997	576,269	645,828

212 General Plan Maintenance

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	1,305,231	1,591,574	1,728,689	882,144	328,896	(32,323)	100,254
Revenues							
Miscellaneous	101,852	-	-	-	-	-	-
Service Charges	464,707	793,981	450,000	459,000	468,180	977,544	987,094
Use of Money and Property	35,106	52,430	53,430	51,827	50,791	51,806	52,842
Total Revenues	601,665	846,411	503,430	510,827	518,971	1,029,350	1,039,937
Expenditures							
Personnel	114,095	235,490	467,502	483,347	497,848	512,783	528,166
Operating	201,227	473,807	882,473	580,728	382,342	383,989	385,669
Total Expenditures	315,322	709,296	1,349,975	1,064,075	880,190	896,772	913,836
Ending Fund Balance	1,591,574	1,728,689	882,144	328,896	(32,323)	100,254	226,356

223 Belmont Fire Protection District

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	16,217,283	20,197,915	25,440,725	30,509,590	34,670,789	38,072,143	40,648,450
Revenues							
Property Tax	16,303,860	16,990,788	17,898,362	18,243,588	18,595,600	18,954,531	19,320,521
Intergovernmental	36,865	50,272	51,277	51,790	52,308	52,831	53,359
Use of Money and Property	(142,115)	766,698	734,750	712,708	698,453	712,422	726,671
Total Revenues	16,198,610	17,807,758	18,684,389	19,008,085	19,346,361	19,719,785	20,100,551
Expenditures							
Legacy Benefits	1,975,512	1,814,936	2,338,667	2,564,705	2,778,462	3,023,089	3,290,641
Operating	10,234,215	10,700,012	11,206,857	12,282,181	13,166,545	14,120,389	15,149,269
Total Expenditures	12,209,728	12,514,948	13,545,524	14,846,886	15,945,006	17,143,477	18,439,910
Capital Improvement Plan/Transfer Out	8,250	50,000	70,000	-	-	-	-
Ending Fund Balance	20,197,915	25,440,725	30,509,590	34,670,789	38,072,143	40,648,450	42,309,091
Capital Reserve	11,250,000	12,750,000	14,750,000	16,225,000	17,847,500	19,632,250	21,595,475
Remaining Fund Balance	8,947,915	12,690,725	15,759,590	18,445,789	20,224,643	21,016,200	20,713,616

225 Public Safety Grants

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST
Beginning Fund Balance	32,809	30,029	34,677	26,847
Revenues				
Miscellaneous	-	4,596	-	-
Use of Money and Property	671	1,052	1,170	1,135
Total Revenues	671	5,648	1,170	1,135
Expenditures				
Operating	3,452	1,000	9,000	5,000
Total Expenditures	3,452	1,000	9,000	5,000
Ending Fund Balance	30,029	34,677	26,248	22,982

227 Supplemental Law Enforcement

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST
Beginning Fund Balance	-	6,821	65,148	152,869
Revenues				
Intergovernmental	165,271	183,075	172,271	175,716
Use of Money and Property	312	312	2,560	2,483
Total Revenues	165,583	183,387	174,831	178,200
Expenditures				
Personnel	130,526	80,709	71,945	149,070
Operating	48,236	44,351	15,165	15,468
Total Expenditures	178,762	125,060	87,110	164,538
Transfer In	20,000	-	-	-
Ending Fund Balance	6,821	65,148	152,869	166,530

231 Street Maintenance

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	-	96	1,401,491	1,461,787	1,557,913	1,228,864	851,517
Revenues							
Intergovernmental	1,040,605	771,000	783,493	802,153	808,522	817,350	826,275
Miscellaneous	1,142	400	-	-	-	-	-
Service Charges	557,577	608,483	375,563	662,017	297,088	308,305	319,958
Use of Money and Property	(12,324)	(15,434)	-	-	-	-	-
Total Revenues	1,587,001	1,364,449	1,159,056	1,464,170	1,105,610	1,125,655	1,146,232
Expenditures							
Personnel	1,228,668	1,193,544	1,282,345	1,325,301	1,365,060	1,406,012	1,448,192
Operating	1,003,337	1,269,510	1,316,415	1,342,743	1,369,598	1,396,990	1,424,930
Total Expenditures	2,232,005	2,463,054	2,598,760	2,668,044	2,734,658	2,803,002	2,873,122
Transfer In	645,100	2,500,000	1,500,000	1,300,000	1,300,000	1,300,000	1,300,000
Ending Fund Balance	96	1,401,491	1,461,787	1,557,913	1,228,864	851,517	424,628

232 Road Maintenance and Rehabilitation Account Street Project

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	-	605,842	379,439	(279,586)	(22,272)	(9,666)	611,705
Revenues							
Intergovernmental	621,039	673,359	719,785	737,060	742,956	751,129	759,391
Use of Money and Property	7,429	25,424	31,190	30,254	29,649	30,242	30,847
Total Revenues	628,468	698,783	750,975	767,314	772,606	781,371	790,238
Capital Improvement Plan/Transfer Out	22,626	925,186	1,410,000	510,000	760,000	160,000	50,000
Ending Fund Balance	605,842	379,439	(279,586)	(22,272)	(9,666)	611,705	1,351,943

233 Measure W

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	1,457,305	1,808,863	1,329,007	(181,220)	(181,064)	(173,692)	(156,173)
Revenues							
Intergovernmental	170,810	-	-	-	-	-	-
Taxes	412,827	406,422	417,933	430,471	439,080	447,862	456,819
Use of Money and Property	38,117	63,722	71,840	69,685	68,291	69,657	71,050
Total Revenues	621,753	470,144	489,773	500,156	507,372	517,519	527,869
Capital Improvement Plan/Transfer Out	270,196	950,000	2,000,000	500,000	500,000	500,000	100,000
Ending Fund Balance	1,808,863	1,329,007	(181,220)	(181,064)	(173,692)	(156,173)	271,696

234 Street Improvement

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	904,650	1,903,275	161,963	1,265,677	1,430,762	2,527,749	3,647,075
Revenues							
Intergovernmental	516,030	172,191	492,680	110,160	112,363	114,610	116,903
Miscellaneous	157,151	96,891	-	50,000	50,000	50,000	50,000
Taxes	923,127	930,354	938,257	966,405	985,733	1,005,447	1,025,556
Use of Money and Property	28,644	76,820	87,720	89,474	91,264	93,089	94,951
Total Revenues	1,624,952	1,276,256	1,518,657	1,216,039	1,239,360	1,263,147	1,287,410
Expenditures							
Operating	86,561	74,912	69,563	70,954	72,373	73,821	75,297
Total Expenditures	86,561	74,912	69,563	70,954	72,373	73,821	75,297
Transfer In	385,516	-	-	-	-	-	-
Capital Improvement Plan/Transfer Out	925,281	2,942,656	345,380	980,000	70,000	70,000	70,000
Ending Fund Balance	1,903,275	161,963	1,265,677	1,430,762	2,527,749	3,647,075	4,789,188

237 Traffic Impact

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	200,429	96,631	107,818	139,887	1,843,467	4,246,974	9,950,552
Revenues							
Service Charges	7,035	7,793	28,379	1,700,000	2,400,000	5,700,000	5,700,000
Use of Money and Property	4,487	3,394	3,690	3,579	3,508	3,578	3,649
Total Revenues	11,522	11,187	32,069	1,703,579	2,403,508	5,703,578	5,703,649
Capital Improvement Plan/Transfer Out	115,320	-	-	-	-	-	-
Ending Fund Balance	96,631	107,818	139,887	1,843,467	4,246,974	9,950,552	15,564,202

239 Public Art

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	395,576	404,377	418,583	430,104	845,081	1,309,758	2,474,729
Revenues							
Service Charges	-	-	6,081	400,000	600,000	1,150,000	1,150,000
Use of Money and Property	8,801	14,206	15,440	14,977	14,677	14,971	15,270
Total Revenues	8,801	14,206	21,521	414,977	614,677	1,164,971	1,165,270
Capital Improvement Plan/Transfer Out	-	-	10,000	-	150,000	-	-
Ending Fund Balance	404,377	418,583	430,104	845,081	1,309,758	2,474,729	3,639,999

275 Affordable Housing

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST
Beginning Fund Balance	689,716	3,669,932	4,178,730	2,953,991
Revenues				
Intergovernmental	150,000	269,368	-	-
Use of Money and Property	310,094	210,962	226,828	222,451
Other Financing Sources	2,940,000	3,800,000	-	-
Total Revenues	3,400,094	4,280,330	226,828	222,451
Expenditures				
Operating	419,877	3,771,532	1,451,567	460,598
Total Expenditures	419,877	3,771,532	1,451,567	460,598
Ending Fund Balance	3,669,932	4,178,730	2,953,991	2,715,844

Fund balance is reduced by \$5.8 million to reflect loans receivable and land held for redevelopment that is not available for appropriation.

277 Inclusionary Housing

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	100,784	220,144	827,877	974,017	2,386,910	3,500,061	10,213,474
Revenues							
Service Charges	-	600,000	133,500	1,400,000	1,100,000	6,700,000	6,700,000
Use of Money and Property	66,162	7,733	12,640	12,893	13,151	13,414	13,682
Total Revenues	66,162	607,733	146,140	1,412,893	1,113,151	6,713,414	6,713,682
Ending Fund Balance	166,946	827,877	974,017	2,386,910	3,500,061	10,213,474	16,927,156

* Fund balance is reduced by \$2.4 million to reflect loans receivable that is not available for appropriation.



THE FIREHOUSE

1302



CAPITAL PROJECTS

308 General Facilities

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST
Beginning Fund Balance	724,921	733,884	58,599	*
Revenues				
Use of Money and Property	16,026	25,700	27,870	-
Total Revenues	16,026	25,700	27,870	-
Expenditures				
Operating	4,950	9,099	7,076	-
Total Expenditures	4,950	9,099	7,076	-
Capital Improvement Plan/ Transfer Out	2,114	691,887	79,393	-
Ending Fund Balance	733,884	58,599	-	-

* Fund to be closed after all remaining Capital Improvement Plan commitments are expended.

310 Infrastructure Repair

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST
Beginning Fund Balance	2,809,558	2,395,207	1,037,650	*
Revenues				
Intergovernmental	690,834	-	-	-
Use of Money and Property	55,476	55,476	87,590	-
Total Revenues	746,310	55,476	87,590	-
Expenditures				
Capital Outlay	89,584	-	-	-
Total Expenditures	89,584	-	-	-
Capital Improvement Plan/ Transfer Out	1,071,077	1,413,033	1,125,240	-
Ending Fund Balance	2,395,207	1,037,650	-	-

* Fund to be closed after all remaining Capital Improvement Plan commitments are expended.

312 Comcast

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	396,000	404,811	299,031	314,481	329,468	344,154	359,135
Revenues							
Use of Money and Property	8,811	14,220	15,450	14,987	14,687	14,981	15,280
Total Revenues	8,811	14,220	15,450	14,987	14,687	14,981	15,280
Capital Improvement Plan/Transfer Out	-	120,000	-	-	-	-	-
Ending Fund Balance	404,811	299,031	314,481	329,468	344,154	359,135	374,415

341 Planned Park

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	1,989,385	1,700,822	1,044,537	463,833	291,688	119,461	47,150
Revenues							
Service Charges	406,335	-	-	-	-	-	-
Use of Money and Property	44,776	56,676	58,060	-	-	-	-
Total Revenues	451,111	56,676	58,060	-	-	-	-
Expenditures							
Operating	52,293	4,343	4,063	4,144	4,227	4,312	4,398
Debt Service	668,000	668,000	668,000	668,000	668,000	668,000	668,000
Total Expenditures	720,293	672,343	672,063	672,144	672,227	672,312	672,398
Transfer In	-	-	33,299	500,000	500,000	600,000	700,000
Capital Improvement Plan/Transfer Out	19,382	40,618	-	-	-	-	-
Ending Fund Balance	1,700,822	1,044,537	463,833	291,688	119,461	47,150	74,752

342 Park Impact Fees

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	326,675	641,446	417,328	193,562	2,074,569	3,605,097	2,906,094
Revenues							
Intergovernmental	194,760	-	-	-	-	-	-
Service Charges	281,894	158,147	19,484	2,500,000	2,400,000	370,000	370,000
Use of Money and Property	9,534	22,652	24,750	24,008	23,527	23,998	24,478
Total Revenues	486,188	180,799	44,234	2,524,008	2,423,527	393,998	394,478
Capital Improvement Plan/Transfer Out	171,417	404,917	268,000	643,000	893,000	1,093,000	718,000
Ending Fund Balance	641,446	417,328	193,562	2,074,569	3,605,097	2,906,094	2,582,572
Capital Replacement Set-Aside	-	166,667	166,667	166,667	166,667	166,667	166,667
Remaining Fund Balance	641,446	250,661	26,895	1,907,902	3,438,430	2,739,427	2,415,905

343 Open Space

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST
Beginning Fund Balance	164,082	96,804	29,589	*
Revenues				
Use of Money and Property	2,795	3,394	3,710	-
Miscellaneous	2,880	-	-	-
Total Revenues	5,675	3,394	3,710	-
Expenditures				
Operating	27,093	-	-	-
Total Expenditures	27,093	-	-	-
Transfer In	8,250	-	-	-
Capital Improvement Plan/ Transfer Out	54,110	70,609	33,299	-
Ending Fund Balance	96,804	29,589	-	-

*Fund to be closed after all remaining Capital Improvement Plan commitments are expended.

399 Capital Improvement Projects

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	-	-	-	95,150	95,150	95,150	95,150
Revenues							
Intergovernmental	-	7,558,219	5,861,248	9,863,305	650,000	-	-
Miscellaneous	-	8,000	-	-	-	-	-
Use of Money & Property	-	-	95,150	-	-	-	-
Total Revenues	-	7,566,219	5,956,398	9,863,305	650,000	-	-
Transfer In	-	26,150,010	19,530,490	14,483,522	19,606,140	11,313,149	1,958,000
Capital Improvement Plan	-	33,716,229	25,391,738	24,346,827	20,256,140	11,313,149	1,958,000
Ending Fund Balance	-	-	95,150	95,150	95,150	95,150	95,150

704 Special Assessment District

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	308,330	315,190	326,262	338,292	349,961	361,397	373,061
Revenues							
Use of Money and Property	6,860	11,072	12,030	11,669	11,436	11,664	11,898
Total Revenues	6,860	11,072	12,030	11,669	11,436	11,664	11,898
Ending Fund Balance	315,190	326,262	338,292	349,961	361,397	373,061	384,959



A photograph of a modern, multi-story building with a light-colored facade and large, dark-framed windows. The building is viewed from a low angle, looking up. A prominent pink banner is overlaid across the middle of the image, containing the text 'DEBT SERVICE' in white, bold, sans-serif capital letters. The windows reflect the sky and surrounding trees, and some interior lights are visible through the glass. Two vertical, cylindrical light fixtures are mounted on the building's facade, one on the left and one on the right, both illuminated.

DEBT SERVICE

406 Library Bond Debt Service

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST
Beginning Fund Balance	270,392	285,905	311,915	327,117
Revenues				
Taxes	694,594	696,237	696,237	703,199
Use of Money and Property	1,561	429	580	563
Total Revenues	696,155	696,666	696,817	703,762
Expenditures				
Operating	47,417	40,431	50,684	51,698
Debt Service	633,225	630,225	630,931	630,200
Total Expenditures	680,642	670,656	681,615	681,898
Ending Fund Balance	285,906	311,915	327,117	348,981



ENTERPRISE



501-503 Sewer Collections

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	25,615,856	31,482,248	29,716,720	24,225,627	25,076,685	27,137,518	31,734,714
Revenues							
Service Charges	15,330,295	16,810,209	15,812,965	16,381,532	16,954,591	17,505,076	18,103,516
Use of Money and Property	1,051,576	1,902,656	2,121,360	2,057,719	2,016,565	2,056,896	2,098,034
Miscellaneous	9,128	-	-	-	-	-	-
Total Revenues	16,390,998	18,712,865	17,934,325	18,439,251	18,971,156	19,561,973	20,201,550
Expenditures							
Personnel	1,238,956	1,807,400	2,328,222	2,398,069	2,470,011	2,544,111	2,620,434
Operating and Debt Service	6,954,635	7,885,328	7,931,277	8,549,420	8,770,872	9,022,066	9,258,867
Total Expenditures	8,193,591	9,692,728	10,259,499	10,947,489	11,240,883	11,566,177	11,879,301
Capital Improvement Plan/Transfer Out	2,331,015	10,785,665	7,335,373	6,640,704	5,669,440	3,398,600	700,000
Transfer Out for Creation of Sewer Connections Fee Fund	-	-	5,830,546	-	-	-	-
Ending Fund Balance	31,482,248	29,716,720	24,225,627	25,076,685	27,137,518	31,734,714	39,356,963

505 Sewer Connection Fees

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	-	-	-	2,323,616	1,924,874	(4,368,826)	(5,010,375)
Revenues							
Service Charges	-	-	48,099	1,491,076	1,000,000	1,000,000	1,000,000
Total Revenues	-	-	48,099	1,491,076	1,000,000	1,000,000	1,000,000
Transfer In from Sewer Collections Fund	-	-	5,830,546	-	-	-	-
Capital Improvement Plan/Transfer Out	-	-	3,555,029	1,889,818	7,293,700	1,641,549	-
Ending Fund Balance	-	-	2,323,616	1,924,874	(4,368,826)	(5,010,375)	(4,010,375)

507 Sewer Treatment Facility

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	26,064,699	27,390,553	26,311,139	24,270,164	24,252,361	23,837,871	24,009,346
Revenues							
Service Charges	3,142,057	3,147,629	3,147,630	3,210,583	3,274,794	3,340,290	3,407,096
Use of Money and Property	165,075	145,462	161,100	156,267	153,142	156,204	159,329
Total Revenues	3,307,132	3,293,091	3,308,730	3,366,850	3,427,936	3,496,495	3,566,425
Expenditures							
Operating and Debt Service	1,161,764	2,947,924	2,308,783	2,309,194	2,310,310	1,850,037	1,851,450
Capital Outlay	819,513	1,424,580	3,040,922	1,075,459	1,532,116	1,474,983	1,709,878
Total Expenditures	1,981,278	4,372,504	5,349,705	3,384,653	3,842,426	3,325,020	3,561,328
Ending Fund Balance	27,390,553	26,311,139	24,270,164	24,252,361	23,837,871	24,009,346	24,014,442

525 Storm Drainage

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	2,588,092	2,173,190	1,469,345	1,004,594	1,017,652	1,010,168	981,927
Revenues							
Miscellaneous	182,943	73,975	-	-	-	-	-
Service Charges	1,076,079	1,114,264	1,095,242	1,127,764	1,159,869	1,193,122	1,227,567
Use of Money and Property	11,097	1,000	-	-	-	-	-
Total Revenues	1,270,119	1,189,239	1,095,242	1,127,764	1,159,869	1,193,122	1,227,567
Expenditures							
Personnel	489,442	851,991	1,001,726	1,035,273	1,066,331	1,098,321	1,131,271
Operating	1,195,580	1,041,093	1,058,267	1,079,432	1,101,021	1,123,041	1,145,502
Total Expenditures	1,685,022	1,893,084	2,059,993	2,114,705	2,167,352	2,221,363	2,276,773
Transfer In	32,851	677,149	1,000,000	1,469,511	1,600,000	1,600,000	1,600,000
Capital Improvement Plan/Transfer Out	32,851	677,149	500,000	469,511	600,000	600,000	600,000
Ending Fund Balance	2,173,190	1,469,345	1,004,594	1,017,652	1,010,168	981,927	932,722

530 Solid Waste

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	1,765,835	1,868,271	2,010,055	2,090,966	2,176,305	2,268,817	2,372,374
Revenues							
Intergovernmental	34,146	75,000	-	-	-	-	-
Service Charges	554,730	566,294	603,237	627,366	652,461	678,560	705,702
Use of Money and Property	47,412	78,898	86,040	83,459	81,790	83,425	85,094
Total Revenues	636,288	720,192	689,277	710,825	734,251	761,985	790,796
Expenditures							
Personnel	343,342	368,956	362,007	374,201	385,427	396,990	408,899
Operating	190,509	209,451	246,359	251,286	256,312	261,438	266,667
Total Expenditures	533,851	578,407	608,366	625,487	641,739	658,428	675,566
Ending Fund Balance	1,868,271	2,010,055	2,090,966	2,176,305	2,268,817	2,372,374	2,487,604



INTERNAL SERVICE

570 Workers' Compensation

FINANCIALS	FY 2022-23 ACTUALS	FY 2032-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	1,536,677	1,761,458	2,036,005	2,124,310	2,217,025	2,253,002	2,227,253
Revenues							
Service Charges	801,094	846,488	876,072	907,611	934,839	962,884	991,771
Use of Money and Property	34,961	56,880	64,240	62,313	61,067	62,288	63,534
Miscellaneous	20,773	93,421	-	50,000	50,000	50,000	50,000
Total Revenues	856,828	996,789	940,312	1,019,923	1,045,905	1,075,172	1,105,304
Expenditures							
Insurance and Claims	602,674	717,796	847,000	921,700	1,003,870	1,094,257	1,193,683
Operating	29,374	4,447	5,007	5,508	6,058	6,664	7,331
Total Expenditures	632,048	722,243	852,007	927,208	1,009,928	1,100,921	1,201,013
Ending Fund Balance	1,761,458	2,036,005	2,124,310	2,217,025	2,253,002	2,227,253	2,131,544

571 Liability Insurance

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	3,386,491	3,686,363	3,728,228	3,315,856	2,897,638	2,476,928	2,008,271
Revenues							
Service Charges	700,000	799,999	800,000	880,000	968,000	1,064,800	1,171,280
Use of Money and Property	60,463	60,463	115,030	111,579	109,348	111,534	113,765
Miscellaneous	36,737	356	-	-	-	-	-
Total Revenues	797,200	860,819	915,030	991,579	1,077,348	1,176,334	1,285,045
Expenditures							
Insurance and Claims	153,581	534,502	1,034,834	1,113,317	1,199,649	1,294,614	1,399,075
Operating	343,748	284,452	292,568	296,479	298,409	350,377	352,385
Total Expenditures	497,329	818,954	1,327,402	1,409,797	1,498,058	1,644,991	1,751,460
Ending Fund Balance	3,686,363	3,728,228	3,315,856	2,897,638	2,476,928	2,005,271	1,541,856

573 Fleet and Equipment Management

FINANCIALS	FY 2021-22 ACTUALS	FY 2022-23 ESTIMATES	FY 2023-24 ADOPTED BUDGET	FY 2024-25 FORECAST	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST
Beginning Fund Balance	7,438,350	8,393,614	7,794,578	6,569,805	5,785,297	3,659,264	891,565
Revenues							
Service Charges	4,434,210	4,539,778	5,052,384	4,850,722	4,706,567	4,571,587	4,445,363
Use of Money and Property	146,171	146,171	271,950	263,792	258,516	263,686	268,960
Miscellaneous	1,015	24,327	-	-	-	-	-
Other Financing Sources	12,433	-	-	-	-	-	-
Total Revenues	4,593,829	4,710,276	5,324,334	5,114,514	4,965,083	4,835,273	4,714,323
Expenditures							
Personnel	899,554	1,412,710	1,763,266	1,822,833	1,877,518	1,933,843	1,991,858
Operating	1,908,830	2,291,152	2,520,254	2,570,659	2,622,072	2,674,514	2,728,004
Capital Outlay	830,181	708,684	2,015,587	455,530	491,525	394,616	207,777
Total Expenditures	3,638,565	4,412,546	6,299,107	4,849,022	4,991,115	5,002,973	4,927,640
Capital Improvement Plan/Transfer Out	-	896,766	250,000	1,050,000	2,100,000	2,600,000	-
Ending Fund Balance	8,393,614	7,794,578	6,569,805	5,785,297	3,659,264	891,565	678,248

574 Facilities Management

FINANCIALS	FY 2021-22 ACTUALS	FY 2022-23 ESTIMATES	FY 2023-24 ADOPTED BUDGET	FY 2024-25 FORECAST	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST
Beginning Fund Balance	1	(603,030)	366,042	314,797	441,123	868,747	1,150,427
Revenues							
Miscellaneous	4,119	-	-	-	-	-	-
Service Charges	1,454,158	2,578,640	2,705,327	2,759,434	2,814,622	2,870,915	2,928,333
Use of Money and Property	346,712	305,000	327,600	334,152	341,835	352,652	361,605
Total Revenues	1,804,990	2,883,640	3,032,927	3,093,586	3,156,457	3,223,566	3,289,938
Expenditures							
Personnel	781,395	738,668	795,982	822,905	847,592	873,020	899,211
Operating	1,473,308	1,624,643	1,808,190	1,844,354	1,881,241	1,918,866	1,957,243
Total Expenditures	2,254,703	2,363,311	2,604,172	2,667,259	2,728,833	2,791,886	2,856,454
Transfer In	-	600,000	-	-	-	-	-
Capital Improvement Plan/Transfer Out	153,318	151,257	480,000	300,000	-	150,000	-
Ending Fund Balance	(603,030)	366,042	314,797	441,123	868,747	1,150,427	1,583,911

575 Benefit Prefunding

FINANCIALS	FY 2022-23 ACTUALS	FY 2023-24 ESTIMATES	FY 2024-25 ADOPTED BUDGET	FY 2025-26 FORECAST	FY 2026-27 FORECAST	FY 2027-28 FORECAST	FY 2028-29 FORECAST
Beginning Fund Balance	1,081,663	1,234,280	1,188,937	1,113,325	1,021,600	938,489	858,296
Revenues							
Service Charges	1,382,949	1,427,180	1,464,287	1,517,001	1,562,511	1,609,387	1,657,668
Use of Money and Property	22,621	43,312	45,950	44,572	43,680	44,554	45,445
Total Revenues	1,405,570	1,470,492	1,510,237	1,561,573	1,606,191	1,653,940	1,703,113
Expenditures							
Operating	112,343	119,462	119,623	125,585	124,007	130,129	128,559
OPEB/ADP	1,000,050	1,189,082	1,216,226	1,252,713	1,290,294	1,329,003	1,368,873
Severance Trust	140,560	207,291	250,000	275,000	275,001	275,002	275,003
Total Expenditures	1,252,954	1,515,835	1,585,849	1,653,298	1,689,302	1,734,133	1,772,435
Ending Fund Balance	1,234,280	1,188,937	1,113,325	1,021,600	938,489	858,296	788,974

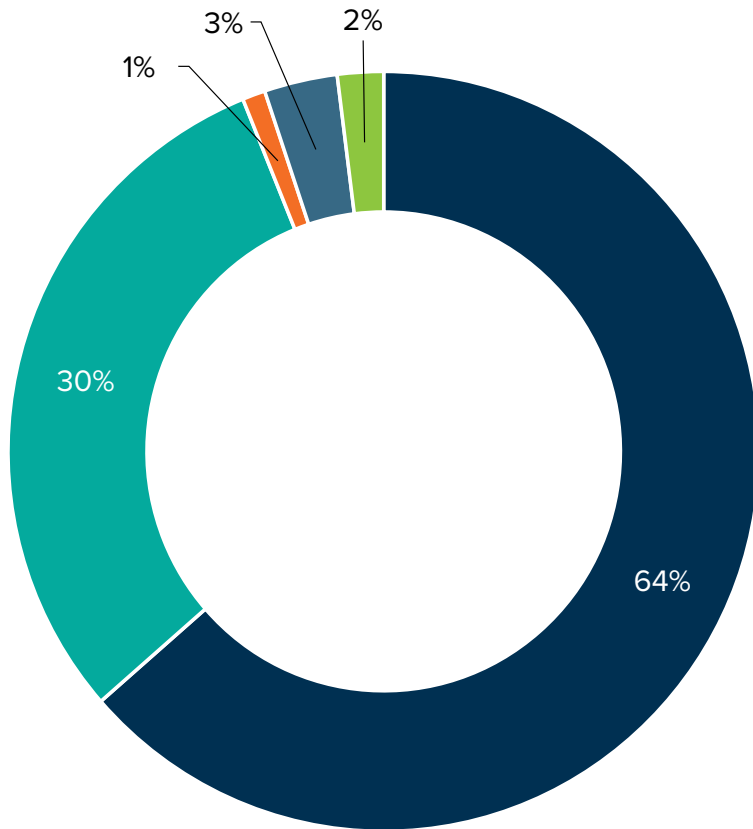




CAPITAL IMPROVEMENT PROGRAM



FY 2024-25 Capital Improvement Program



STREETS \$7.7M

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

FACILITIES \$800K

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

SEWER/STORM \$16.1M

Improvements to the sewer infrastructure and storm drainage systems.

PARKS/OPEN SPACE \$503K

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

TECHNOLOGY \$250K

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 2024-25 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 \$83.3 million, with the CIP budget for FY 2024-25 at \$25.4 million. The chart above shows allocation of the CIP budget in FY 2024-25 to the different categories.

FY 2024-25 CAPITAL PROJECTS EXCEEDING \$1 MILLION

PROJECT #	PROJECT NAME	FY 2024-25 ADOPTED BUDGET	5-YEAR TOTAL
3117	2025 Pavement Rehabilitation Project	\$5,500,000	\$5,500,000
6025	Twin Pines Park Stormwater Capture Project	\$5,425,000	\$15,762,816
7037	Hiller Pump Station Rehabilitation	\$1,323,000	\$1,323,000
7074	Residential Gravity Replacement	\$2,698,600	\$10,794,400
7086	San Juan Sewer Main Cap Improvement	\$1,745,107	\$1,745,107
7088	Island Parkway Pump Station Rehabilitation	\$1,321,560	\$4,405,200
7089	San Juan Pump Station Rehabilitation	\$2,774,653	\$5,549,306

CIP Project Listing

DIVISION	PROJECT #	PROJECT NAME
302	2150	Network Update
302	2163	Redundant Internet Connection
302	2164	CD Software Functionality
302	2165	Mobile Data Management (MDM) Solution
302	2166	Avigilon Security System Refresh
302	2167	IT Project Delivery
501	2161	ERP System Replacement
710	7098	CCIP 3
710	7099	CCIP 6
710	7100	CCIP 7
710	7101	CCIP 8
710	7102	Sports Complex FM
710	7103	Hiller FM
730	3026	Accessible Ramp/Pathway Improvements
730	3101	Street Improvements Measure I
730	3102	RMRA Street Project
730	3109	2020 RMRA Street Reconstruction
730	3117	2025 Pavement Rehabilitation Project
730	3219	Alameda de las Pulgas Corridor Improvements
730	3223	Ralston Corridor Study Improvements Segment 3
730	3230	Ralston Avenue Adaptive Signalization
730	3231	Traffic Signal Improvements - Cipriani BCR
730	3232	Hill Street/ECR HAWK Signal Project
730	3233	Salson Trail Damage Repair Project
730	3234	Heavy Rehab 2027
730	3235	Heavy Rehab 2026
730	3236	Heavy Rehab 2028
730	3237	Slurry 2029
730	3238	SB Right Lane Extension OCR/Ralston
730	6001	Storm Drainage Rehabilitation
730	6020	Measure I Storm Project
730	7003	Sewer Rehabilitation - Annual
730	7037	Hiller Pump Station Rehabilitation
730	7074	Residential Gravity Replacement

CIP Project Listing

FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
54,951	-	-	-	-	54,951
-	50,000	100,000	100,000	-	250,000
25,000	-	-	-	-	25,000
50,000	-	-	-	-	50,000
50,000	-	-	-	-	50,000
75,000	-	-	-	-	75,000
50,000	1,000,000	2,000,000	2,500,000	-	5,550,000
59,922	139,818	-	-	-	199,740
-	-	321,120	749,280	-	1,070,400
-	-	77,760	181,440	-	259,200
-	-	-	710,829	-	710,829
44,160	51,520	51,520	-	-	147,200
323,400	754,600	-	-	-	1,078,000
70,000	70,000	70,000	70,000	70,000	350,000
6,708	-	-	-	-	6,708
10,000	10,000	10,000	10,000	-	40,000
6,344	-	-	-	-	6,344
5,500,000	-	-	-	-	5,500,000
-	830,000	250,000	-	-	1,080,000
107,750	-	-	-	-	107,750
16,630	-	-	-	-	16,630
111,000	-	-	-	-	111,000
334,680	400,000	-	-	-	734,680
800,000	-	-	-	-	800,000
-	400,000	3,100,000	-	-	3,500,000
400,000	2,800,000	-	-	-	3,200,000
-	-	400,000	2,900,000	-	3,300,000
-	-	-	50,000	950,000	1,000,000
-	50,000	250,000	-	-	300,000
100,000	100,000	100,000	100,000	100,000	500,000
200,000	220,000	170,000	-	-	590,000
100,000	100,000	100,000	100,000	100,000	500,000
1,323,000	-	-	-	-	1,323,000
2,698,600	2,698,600	2,698,600	2,698,600	-	10,794,000

CIP Project Listing

DIVISION	PROJECT #	PROJECT NAME
730	7086	San Juan Sewer Main Capital Improvements
730	7088	Island Parkway Pump Station Rehabilitation
730	7089	San Juan Pump Station Rehabilitation
730	7091	HIA Sewer Service Annexation
730	7093	Bartlett Way Slide Repair
730	7094	East Laurel Creek Slide Repair
730	7095	Transportation Master Plan
760	3218	Belmont Creek Watershed Project
760	6025	Twin Pines Park Stormwater Capture Project
802	8079	Belmont Community Center
802	8093	City Hall Carpet Flooring Replacement
802	8118	City Hall Renovations
802	8119	Barrett Exterior Painting
802	8120	City Council Curtain
803	8080	Recreation Facilities Improvements
803	8115	TPSCC & Lodge Restroom Renovations
803	8116	TPSCC Flooring Replacement
810	8033	Open Space Trail Improvements
810	8101	Hallmark Park Tennis Court
810	8103	Cipriani Park Design and Construction
810	8104	Twin Pines Park Master Plan Implementation Projects
810	8109	PROS Plan Phase 1 Implementation
810	8114	Public Art Installation
810	8122	Public Art
811	8113	Fuel Reduction Project
812	8059	McDougal Field Improvements
812	8060	Belmont Sports Complex Lighting-South & Marina Fields

Funding Release From Closed / Completed / Deferred Projects

Belmont Fire Protection District CIP Projects

802	8121	Station 14 Gate
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Total Recommended Project Budgets

CIP Project Listing

FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
1,745,107	-	-	-	-	1,745,107
1,321,560	1,541,820	1,541,820	-	-	4,405,200
2,774,653	2,774,653	-	-	-	5,549,306
-	-	7,572,320	-	-	7,572,320
20,000	240,000	-	-	-	260,000
20,000	240,000	-	-	-	260,000
300,000	-	-	-	-	300,000
26,568	820,000	-	-	-	846,568
5,425,000	8,437,816	900,000	500,000	500,000	15,762,816
100,000	-	-	-	-	100,000
-	-	-	100,000	-	100,000
150,000	-	-	-	-	150,000
200,000	-	-	-	-	200,000
100,000	-	-	-	-	100,000
130,000	100,000	-	-	-	230,000
-	200,000	-	-	-	200,000
-	-	-	50,000	-	50,000
18,000	18,000	18,000	18,000	18,000	90,000
9,917	-	-	-	-	9,917
-	-	250,000	250,000	-	500,000
(125,000)	-	-	-	-	(125,000)
250,000	125,000	125,000	125,000	-	625,000
-	-	150,000	-	-	150,000
10,000	-	-	-	-	10,000
350,000	175,000	-	-	-	525,000
-	-	-	100,000	-	100,000
-	-	-	-	220,000	220,000
(71,212)	-	-	-	-	100,000
25,271,738	24,346,827	20,256,140	11,313,149	1,958,000	83,217,066
120,000	-	-	-	-	120,000
120,000	-	-	-	-	120,000
25,391,738	24,346,827	20,256,140	11,313,149	1,958,000	83,337,066



BELMONT STATE PARK

SLOW



PROJECT DETAIL BY FUNDING SOURCE

Funding Source Detail

DIVISION	PROJECT #	PROJECT NAME	FUNDING SOURCE
302	2150	Network Update	Fleet & Equipment Management
302	2163	Redundant Internet Connection	Fleet & Equipment Management
302	2164	CD Software Functionality	Fleet & Equipment Management
302	2165	Mobile Data Management (MDM) Solution	Fleet & Equipment Management
302	2166	Avigilon Security System Refresh	Fleet & Equipment Management
302	2167	IT Project Delivery	Fleet & Equipment Management
501	2161	ERP System Replacement	Fleet & Equipment Management
710	7098	CCIP 3	Sewer Connection
710	7099	CCIP 6	Sewer Connection
710	7100	CCIP 7	Sewer Connection
710	7101	CCIP 8	Sewer Connection
710	7102	Sports Complex FM	Sewer Collections
710	7103	Hiller FM	Sewer Collections
730	3026	Accessible Ramp/Pathway Improvements	Street Improvement
730	3101	Street Improvements Measure I	Measure I
730	3102	RMRA Street Project	RMRA
730	3109	2020 RMRA Street Reconstruction	RMRA

Funding Source Detail

	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
	54,951	-	-	-	-	54,951
Total	54,951	-	-	-	-	54,951
	-	50,000	100,000	100,000	-	250,000
Total	-	50,000	100,000	100,000	-	250,000
	25,000	-	-	-	-	25,000
Total	25,000	-	-	-	-	25,000
	50,000	-	-	-	-	50,000
Total	50,000	-	-	-	-	50,000
	50,000	-	-	-	-	50,000
Total	50,000	-	-	-	-	50,000
	75,000	-	-	-	-	75,000
Total	75,000	-	-	-	-	75,000
	50,000	1,000,000	2,000,000	2,500,000	-	5,550,000
Total	50,000	1,000,000	2,000,000	2,500,000	-	5,550,000
	59,922	139,818	-	-	-	199,740
Total	59,922	139,818	-	-	-	199,740
	-	-	321,120	749,280	-	1,070,400
Total	-	-	321,120	749,280	-	1,070,400
	-	-	77,760	181,440	-	259,200
Total	-	-	77,760	181,400	-	259,200
	-	-	-	710,829	-	710,829
Total	-	-	-	710,829	-	710,829
	44,160	51,520	51,520	-	-	147,200
Total	44,160	51,520	51,520	-	-	147,200
	323,400	754,600	-	-	-	1,078,000
Total	323,400	754,600	-	-	-	1,078,000
	70,000	70,000	70,000	70,000	70,000	350,000
Total	70,000	70,000	70,000	70,000	70,000	350,000
	6,708	-	-	-	-	6,708
Total	6,708	-	-	-	-	6,708
	10,000	10,000	10,000	10,000	-	40,000
Total	10,000	10,000	10,000	10,000	-	40,000
	6,344	-	-	-	-	6,344
Total	6,344	-	-	-	-	6,344

Funding Source Detail

DIVISION	PROJECT #	PROJECT NAME	FUNDING SOURCE
730	3117	2025 Pavement Rehabilitation Project	RMRA
			Measure I
			Measure W
730	3219	Alameda de las Pulgas Corridor Improvements	Contributions from Other Agencies
			Street Improvement
730	3223	Ralston Corridor Study Improvement Segment 3	Street Improvement
730	3230	Ralston Avenue Adaptive Signalization	Street Improvement
730	3231	Traffic Signal Improvements Cipriani BCR	Street Improvement
730	3232	Hill Street to Caltrain HAWK Signal Project	Contributions from Other Agencies
			Street Improvement
730	3233	Salson Trail Damage Repair Project	Federal Grants
			Measure I
730	3234	Heavy Rehab 2027	Measure I
			Measure W
			RMRA
730	3235	Heavy Rehab 2026	Measure I
			Measure W
			RMRA
730	3236	Heavy Rehab 2028	Measure I
			Measure W
			RMRA
730	3237	Slurry 2029	Measure I
			Measure W
			RMRA

Funding Source Detail

	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
	1,000,000	-	-	-	-	1,000,000
	2,500,000	-	-	-	-	2,500,000
	2,000,000	-	-	-	-	2,000,000
Total	5,500,000	-	-	-	-	5,500,000
	-	250,000	250,000	-	-	500,000
	-	580,000	-	-	-	580,000
Total	-	830,000	250,000	-	-	1,080,000
	107,750	-	-	-	-	107,750
Total	107,750	-	-	-	-	107,750
	16,630	-	-	-	-	16,630
Total	16,630	-	-	-	-	16,630
	111,000	-	-	-	-	111,000
Total	111,000	-	-	-	-	111,000
	334,680	150,000	-	-	-	484,680
	-	250,000	-	-	-	250,000
Total	334,680	400,000	-	-	-	734,680
	200,000	-	-	-	-	200,000
	600,000	-	-	-	-	600,000
Total	800,000	-	-	-	-	800,000
	-	-	2,500,000	-	-	2,500,000
	-	-	500,000	-	-	500,000
	-	400,000	100,000	-	-	500,000
Total	-	400,000	3,100,000	-	-	3,500,000
	-	2,200,000	-	-	-	2,200,000
	-	500,000	-	-	-	500,000
	400,000	100,000	-	-	-	500,000
Total	400,000	2,800,000	-	-	-	3,200,000
	-	-	-	2,300,000	-	2,300,000
	-	-	-	500,000	-	500,000
	-	-	400,000	100,000	-	500,000
Total	-	-	400,000	2,900,000	-	3,300,000
	-	-	-	-	800,000	800,000
	-	-	-	-	100,000	100,000
	-	-	-	50,000	50,000	100,000
Total	-	-	-	50,000	950,000	1,000,000

Funding Source Detail

DIVISION	PROJECT #	PROJECT NAME	FUNDING SOURCE
730	3238	SB Right Lane Extension OCR/Ralston	Measure I RMRA
730	6001	Storm Drainage Rehabilitation	Storm
730	6020	Measure I Storm Project	Measure I
730	7003	Sewer Rehabilitation - Annual	Sewer Collections
730	7037	Hiller Pump Station Rehabilitation	Sewer Collections
730	7074	Residential Gravity Replacement	Sewer Collections
730	7086	San Juan Sewer Main Capital Improvements	Sewer Connection
730	7088	Island Parkway Pump Station Rehabilitation	Sewer Collections
730	7089	San Juan Pump Station Rehabilitation	Sewer Collections Sewer Connection
730	7091	HIA Sewer Service Annexation	Sewer Collections Sewer Connection
730	7093	Bartlett Way Slide	Contributions from Other Agencies Street Improvement
730	7094	East Laurel Creek Slide Repair	Contributions from Other Agencies Street Improvement
730	7095	Transportation Master Plan	Measure I
760	3218	Belmont Creek Watershed Project	Misc. State Grants

Funding Source Detail

	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
	-	50,000	-	-	-	50,000
	-	-	250,000	-	-	250,000
Total	-	50,000	250,000	-	-	300,000
	100,000	100,000	100,000	100,000	100,000	500,000
Total	100,000	100,000	100,000	100,000	100,000	500,000
	200,000	220,000	170,000	-	-	590,000
Total	200,000	220,000	170,000	-	-	590,000
	100,000	100,000	100,000	100,000	100,000	500,000
Total	100,000	100,000	100,000	100,000	100,000	500,000
	1,323,000	-	-	-	-	1,323,000
Total	1,323,000	-	-	-	-	1,323,000
	2,698,600	2,698,600	2,698,600	2,698,600	-	10,794,400
Total	2,698,600	2,698,600	2,698,600	2,698,600	-	10,794,400
	1,745,107	-	-	-	-	1,745,107
Total	1,745,107	-	-	-	-	1,745,107
	1,321,560	1,541,820	1,541,820	-	-	4,405,200
Total	1,321,560	1,541,820	1,541,820	-	-	4,405,200
	1,024,653	1,024,653	-	-	-	2,049,306
	1,750,000	1,750,000	-	-	-	3,500,000
Total	2,774,653	2,774,653	-	-	-	5,549,306
	-	-	677,500	-	-	677,500
	-	-	6,894,820	-	-	6,894,820
Total	-	-	7,572,320	-	-	7,572,320
	-	200,000	-	-	-	200,000
	20,000	40,000	-	-	-	60,000
Total	20,000	240,000	-	-	-	260,000
	-	200,000	-	-	-	200,000
	20,000	40,000	-	-	-	60,000
Total	20,000	240,000	-	-	-	260,000
	300,000	-	-	-	-	300,000
Total	300,000	-	-	-	-	300,000
	26,568	820,000	-	-	-	846,568
Total	26,568	820,000	-	-	-	846,568

Funding Source Detail

DIVISION	PROJECT #	PROJECT NAME	FUNDING SOURCE
760	6025	Twin Pines Park Stormwater Captur Project	Contributions from Other Agencies
			Federal Grants
			Misc. State Grants
			Park Impact Fees
			Storm
802	8079	Belmont Community Center	Facilities Management
802	8093	City Hall Carpet Flooring Replacement	Facilities Management
802	8118	City Hall Renovations	Facilities Management
802	8119	Barrett Exterior Painting	General Fund
802	8120	City Council Curtain	Facilities Management
803	8080	Recreation Facilities Improvements	Facilities Management
803	8115	TPSCC & Lodge Restroom Renovations	Facilities Management
803	8116	TPSCC Flooring Replacement	Facilities Management
810	8033	Open Space Trail Improvements	Park Impact Fees
810	8101	Hallmark Park Tennis Court	Park Impact Fees
810	8103	Cipriani Park Design and Construction	Park Impact Fees
810	8104	Twin Pines Park Master Plan Implementation	Park Impact Fees
810	8109	PROS Plan Phase 1 Implementation	Park Impact Fees
810	8114	Public Art Installation	Public Art

Funding Source Detail

	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
	900,000	550,000	400,000	-	-	1,850,000
	4,000,000	4,000,000	-	-	-	8,000,000
	-	3,518,305	-	-	-	3,518,305
	125,000	-	-	-	-	125,000
	400,000	369,511	500,000	500,000	500,000	2,269,511
Total	5,425,000	8,437,816	900,000	500,000	500,000	15,762,816
	100,000	-	-	-	-	100,000
Total	100,000	-	-	-	-	100,000
	-	-	-	100,000	-	100,000
Total	-	-	-	100,000	-	100,000
	150,000	-	-	-	-	150,000
Total	150,000	-	-	-	-	150,000
	200,000	-	-	-	-	200,000
Total	200,000	-	-	-	-	200,000
	100,000	-	-	-	-	100,000
Total	100,000	-	-	-	-	100,000
	130,000	100,000	-	-	-	230,000
Total	130,000	100,000	-	-	-	230,000
	-	200,000	-	-	-	200,000
Total	-	200,000	-	-	-	200,000
	-	-	-	50,000	-	50,000
Total	-	-	-	50,000	-	50,000
	18,000	18,000	18,000	18,000	18,000	90,000
Total	18,000	18,000	18,000	18,000	18,000	90,000
	9,917	-	-	-	-	9,917
Total	9,917	-	-	-	-	9,917
	-	-	250,000	250,000	-	500,000
Total	-	-	250,000	250,000	-	500,000
	(125,000)	-	-	-	-	(125,000)
Total	(125,000)	-	-	-	-	(125,000)
	250,000	125,000	125,000	125,000	-	625,000
Total	250,000	125,000	125,000	125,000	-	625,000
	-	-	150,000	-	-	150,000
Total	-	-	150,000	-	-	150,000

Funding Source Detail

DIVISION	PROJECT #	PROJECT NAME	FUNDING SOURCE
810	8122	Public Art	Public Art
811	8113	Fuel Reduction Project	Federal Grants Misc. State Grants
812	8059	McDougal Field Improvements	Park Impact Fees
812	8060	Belmont Sports Complex Lighting-South & Marina Fields	Athletic Field
Funding Release From Closed / Completed / Deferred Projects			
Total City Capital Improvement Project Budgets			
Belmont Fire Protection District Capital Improvement Projects			
802	8121	Station 14 Gate	BFPD Contributions from Other Agencies
Total Belmont Fire Protection District Capital Improvement Budgets			
Total Citywide Capital Improvement Project Budgets			

Funding Source Detail

	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
	10,000	-	-	-	-	10,000
Total	10,000	-	-	-	-	10,000
	140,000	70,000	-	-	-	210,000
	210,000	105,000	-	-	-	315,000
Total	350,000	175,000	-	-	-	525,000
	-	-	-	100,000	-	100,000
Total	-	-	-	100,000	-	100,000
	-	-	-	-	220,000	220,000
Total	-	-	-	-	220,000	220,000
	(71,212)	-	-	-	-	
	25,271,738	24,346,827	20,256,140	11,313,149	1,958,000	83,217,066
	70,000	-	-	-	-	70,000
	50,000	-	-	-	-	50,000
Total	120,000	-	-	-	-	120,000
	120,000	-	-	-	-	120,000
	25,391,738	24,346,827	20,256,140	11,313,149	1,958,000	83,337,066





FUNDING SOURCE SUMMARY

Capital Improvement Projects

FUND #	DESCRIPTION
Beginning Fund Balance	
Revenues	
101	General Fund Transfer In
102	Measure I Fund Transfer In
206	Library Maintenance and Operations Fund Transfer In
207	Athletic Field Maintenance Fund Transfer In
232	Road Maintenance and Rehabilitation Account Street Project Fund Transfer In
233	Measure W Fund Transfer In
234	Street Improvement Fund Transfer In
239	Public Art Transfer In
308	General Facilities Fund Transfer In
310	Infrastructure Repair Fund Transfer In
312	Comcast Fund Transfer In
341	Planned Park Fund Transfer In
342	Park Impact Fees Fund Transfer In
343	Open Space Fund Transfer In
503	Sewer Collections Fund Transfer In
505	Sewer Connection Fees Fund Transfer In
525	Storm Drainage Fund Transfer In
573	Fleet and Equipment Management Fund Transfer In
574	Facilities Management Fund Transfer In
	Contributions from Other Agencies
	Federal Grants
	State Grants
	Contributions & Donations
	Use of Money and Property
City CIP Revenues	
Belmont Fire Protection District CIP Revenues	
223	Belmont Fire Protection District Fund Transfer In
Belmont Fire Protection District CIP Revenues	
Total Citywide Capital Improvement Project Revenues	

Capital Improvement Projects

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
-	-	95,150	95,150	95,150	95,150	
122,461	200,000	-	-	-	-	200,000
6,484,955	3,606,708	2,470,000	2,670,000	2,300,000	800,000	11,846,708
500,000	-	-	-	-	-	-
200,000	-	-	-	-	220,000	220,000
925,186	1,410,000	510,000	760,000	160,000	50,000	2,890,000
950,000	2,000,000	500,000	500,000	500,000	100,000	3,600,000
2,942,656	345,380	980,000	70,000	70,000	70,000	1,535,380
-	10,000	-	150,000	-	-	160,000
691,887	-	-	-	-	-	-
1,413,033	-	-	-	-	-	-
120,000	-	-	-	-	-	-
40,618	-	-	-	-	-	-
404,917	268,000	143,000	393,000	493,000	18,000	1,315,000
70,609	-	-	-	-	-	-
10,108,516	6,835,373	6,171,193	5,069,440	2,798,600	100,000	20,974,606
-	3,555,029	1,889,818	7,293,700	1,641,549	-	14,380,096
677,149	500,000	469,511	600,000	600,000	600,000	2,769,511
296,766	250,000	1,050,000	2,100,000	2,600,000	-	6,000,000
151,257	480,000	300,000	-	150,000	-	930,000
669,173	1,284,680	1,350,000	650,000	-	-	3,284,680
278,046	4,340,000	4,070,000	-	-	-	8,410,000
6,611,000	236,568	4,443,305	-	-	-	4,679,873
8,000	-	-	-	-	-	-
-	95,150	-	-	-	-	-
33,666,229	25,416,888	24,346,827	20,256,140	11,313,149	1,958,000	83,195,854
50,000	70,000	-	-	-	-	70,000
50,000	70,000	-	-	-	-	70,000
33,716,229	25,486,888	24,346,827	20,256,140	11,313,149	1,958,000	83,265,854

Capital Improvement Projects

FUND #	DESCRIPTION
Recommended Project Budgets	
101	General Fund Projects
102	Measure I Fund Projects
206	Library Maintenance and Operations Fund Projects
207	Athletic Field Maintenance Fund Projects
232	Road Maintenance and Rehabilitation Account Street Project Fund Projects
233	Measure W Fund Projects
234	Street Improvement Fund Projects
239	Public Art Projects
308	General Facilities Fund Projects
310	Infrastructure Repair Fund Projects
312	Comcast Fund Projects
341	Planned Park Fund Projects
342	Park Impact Fees Fund Projects
343	Open Space Fund Projects
503	Sewer Collections Fund Projects
505	Sewer Connection Fees Fund Projects
525	Storm Drainage Fund Projects
573	Fleet and Equipment Management Fund Projects
574	Facilities Management Fund Projects
	Contributions from Other Agencies
	Federal Grants
	State Grants
	Contributions & Donations
City CIP Budget	
Belmont Fire Protection District CIP Budget	
223	Belmont Fire Protection District Fund Transfer In
Belmont Fire Protection District CIP Budget	
Total Citywide Capital Improvement Project Budgets	
Ending Fund Balance	

Capital Improvement Projects

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
122,461	200,000	-	-	-	-	200,000
6,484,955	3,606,708	2,470,000	2,670,000	2,300,000	800,000	11,846,708
500,000	-	-	-	-	-	-
200,000	-	-	-	-	220,000	220,000
925,186	1,410,000	510,000	760,000	160,000	50,000	2,890,000
950,000	2,000,000	500,000	500,000	500,000	100,000	3,600,000
2,942,656	345,380	980,000	70,000	70,000	70,000	1,535,380
-	10,000	-	150,000	-	-	160,000
691,887	-	-	-	-	-	-
1,413,033	-	-	-	-	-	-
120,000	-	-	-	-	-	-
40,618	-	-	-	-	-	-
404,917	268,000	143,000	393,000	493,000	18,000	1,315,000
70,609	-	-	-	-	-	-
10,108,516	6,835,373	6,171,193	5,069,440	2,798,600	100,000	20,974,606
-	3,555,029	1,889,818	7,293,700	1,641,549	-	14,380,096
677,149	500,000	469,511	600,000	600,000	600,000	2,769,511
296,766	250,000	1,050,000	2,100,000	2,600,000	-	6,000,000
151,257	480,000	300,000	-	150,000	-	930,000
669,173	1,284,680	1,350,000	650,000	-	-	3,284,680
278,046	4,340,000	4,070,000	-	-	-	8,410,000
6,611,000	236,568	4,443,305	-	-	-	4,679,873
8,000	-	-	-	-	-	-
33,666,229	25,321,738	24,346,827	20,256,140	11,313,149	1,958,000	83,195,854
50,000	70,000	-	-	-	-	70,000
50,000	70,000	-	-	-	-	70,000
33,716,229	25,391,738	24,346,827	20,256,140	11,313,149	1,958,000	83,265,854
-	95,150	95,150	95,150	95,150	95,150	-

General Fund

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Current Resources	
Total Revenues	
Current Requirements	
Transfer Out to Capital Projects Fund	
8117	Belmont Sports Complex Conference Center Emergency Restoration Project
8119	Barrett Exterior Painting
Funding Release From Closed / Completed / Deferred Projects	
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

General Fund

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
26,585,524	27,983,487	28,170,891	26,211,593	23,772,248	20,889,827	
29,972,337	31,465,623	30,847,496	31,296,033	31,834,115	32,389,942	
29,972,337	31,465,623	30,847,496	31,296,033	31,834,115	32,389,942	157,833,209
28,451,912	31,078,220	32,806,794	33,735,379	34,716,536	36,234,931	168,571,859
134,708	-	-	-	-	-	-
-	200,000	-	-	-	-	200,000
(12,246)	-	-	-	-	-	-
122,461	200,000	-	-	-	-	200,000
27,983,487	28,170,891	26,211,593	23,772,248	20,889,827	17,044,837	

Measure I

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
	Sales Tax - ½% Measure I
	Use of Money and Property
Total Revenues	
Transfer Out to Capital Projects Fund	
3101	Street Improvements Measure I
3105	2021 Slurry Seal Project
3108	2023 Pavement Reconstruction Project
3116	Ralston Segment 3 Re-Pavement Project
3117	2025 Pavement Rehabilitation Project
3120	Davey Glen ADA Upgrades Project
6020	Measure I Storm Project
7092	2024 Pavement Slurry Projects
7095	Transportation Master Plan
3233	Salson Trail Damage Repair Project
3234	Heavy Rehab 2027
3235	Heavy Rehab 2026
3236	Heavy Rehab 2028
3237	Slurry 2029
3238	SB Right Lane Extension OCR/Ralston
	Funding Release From Closed/Completed Projects
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Measure I

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
3,936,671	(1,017)	(1,134,207)	(1,064,173)	(1,148,699)	(811,515)	
2,414,604	2,335,338	2,406,000	2,454,120	2,503,202	2,553,266	12,251,927
132,662	138,180	134,035	131,354	133,981	136,661	674,210
2,547,266	2,473,518	2,540,035	2,585,474	2,637,183	2,689,927	12,926,137
94,772	6,708	-	-	-	-	6,708
190	-	-	-	-	-	-
3,012,758	-	-	-	-	-	-
2,303,261	-	-	-	-	-	-
-	2,500,000	-	-	-	-	2,500,000
495,270	-	-	-	-	-	-
566,531	200,000	220,000	170,000	-	-	590,000
300,000	-	-	-	-	-	-
20,000	300,000	-	-	-	-	300,000
-	600,000	-	-	-	-	600,000
-	-	-	2,500,000	-	-	2,500,000
-	-	2,200,000	-	-	-	2,200,000
-	-	-	-	2,300,000	-	2,300,000
-	-	-	-	-	800,000	800,000
-	-	50,000	-	-	-	50,000
(307,828)	-	-	-	-	-	-
6,484,955	3,606,708	2,470,000	2,670,000	2,300,000	800,000	11,846,708
(1,017)	(1,134,207)	(1,064,173)	(1,148,699)	(811,515)	1,078,412	

Library Maintenance and Operation

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Taxes	
Use of Money and Property	
Total Revenues	
Operating Expenditures	
Transfer Out to Capital Projects Fund	
8087	Library Flooring Replacement
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Athletic Field Maintenance

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Service Charges	
Use of Money and Property	
Total Revenues	
Operating Expenditures	
Transfer Out to Capital Projects Fund	
8060	Belmont Sports Complex Lighting-South & Marina Fields
8062	Belmont Sports Complex Concessing & Scorebooth Roof Replacement
Funding Release From Closed / Completed / Deferred Projects	
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Library Maintenance and Operation

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
814,528	203,162	72,356	(95,793)	(272,126)	(456,887)	
312,802	312,802	315,930	319,089	322,280	325,503	1,595,605
26,490	28,850	-	-	-	-	28,850
339,292	341,652	315,930	319,089	322,280	325,503	1,624,455
450,658	472,458	484,079	495,422	507,041	518,944	2,477,944
500,000	-	-	-	-	-	-
500,000	-	-	-	-	-	-
203,162	72,356	(95,793)	(272,126)	(456,887)	(650,328)	

Athletic Field Maintenance

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
365,599	176,990	197,720	218,138	238,401	259,069	
140,000	150,000	153,000	156,060	159,181	162,365	780,606
13,058	14,530	14,094	13,812	14,088	14,370	70,895
153,058	164,530	167,094	169,872	173,270	176,735	851,501
141,667	143,800	146,676	149,610	152,602	155,654	748,341
200,000	-	-	-	-	220,000	220,000
9,150	-	-	-	-	-	-
(9,150)	-	-	-	-	-	-
200,000	-	-	-	-	220,000	200,000
176,990	197,720	218,138	238,401	259,069	60,150	

Belmont Fire Protection District

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
	Property Tax
	Intergovernmental
	Use of Money and Property
Total Revenues	
Operating Expenditures	
Transfer Out to Capital Projects Fund	
8096	Open Space Management Plan
8121	Station 14 Gate
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Belmont Fire Protection District

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
20,197,915	25,440,725	30,509,590	34,670,789	38,072,143	40,648,450	
16,990,788	17,898,362	18,243,588	18,595,600	18,954,531	19,320,521	93,012,602
50,272	51,277	51,790	52,308	52,831	53,359	261,564
766,698	734,750	712,708	698,453	712,422	726,671	3,585,004
17,807,758	18,684,389	19,008,085	19,346,361	19,719,785	20,100,551	96,859,170
12,514,948	13,545,524	14,846,886	15,945,006	17,143,477	18,439,910	79,920,804
50,000	-	-	-	-	-	-
-	70,000	-	-	-	-	70,000
50,000	70,000	-	-	-	-	70,000
25,440,725	30,509,590	34,670,789	38,072,143	40,648,450	42,309,091	

Road Maintenance & Rehabilitation Account

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Intergovernmental	
Use of Money and Property	
Total Revenues	
Transfer Out to Capital Projects Fund	
3102	RMRA Street Project
3108	2023 Pavement Reconstruction Project
3109	2020 RMRA Street Reconstruction
3115	RMRA Pavement Rehabilitation & Slurry Projects
3117	2025 Pavement Rehabilitation Project
7092	2024 RMRA Pavement Slurry Projects
3234	Heavy Rehab 2027
3235	Heavy Rehab 2026
3236	Heavy Rehab 2028
3237	Slurry 2029
3238	SB Right Lane Extension OCR/Ralston
Funding Release From Closed / Completed / Deferred Projects	
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Road Maintenance & Rehabilitation Account

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
605,842	379,439	(279,586)	(22,272)	(9,666)	611,705	
673,359	719,785	737,060	742,956	751,129	759,391	3,710,321
25,424	31,190	30,254	29,649	30,242	30,847	152,183
698,783	750,975	767,314	772,606	781,371	790,238	3,862,504
10,000	10,000	10,000	10,000	10,000	-	40,000
600,00	-	-	-	-	-	-
15,186	6,344	-	-	-	-	6,344
400,000	-	-	-	-	-	-
-	1,000,000	-	-	-	-	1,000,000
300,000	-	-	-	-	-	-
-	-	400,000	100,000	-	-	500,000
-	400,000	100,000	-	-	-	500,000
-	-	-	400,000	100,000	-	500,000
-	-	-	-	50,000	50,000	100,000
-	-	-	250,000	-	-	250,000
(400,000)	(6,344)	-	-	-	-	(6,344)
925,186	1,410,000	510,000	760,000	160,000	50,000	2,890,000
379,439	(279,586)	(22,272)	(9,666)	611,705	1,351,943	

Measure W

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Taxes	
Use of Money and Property	
Total Revenues	
Transfer Out to Capital Projects Fund	
3117	2025 Pavement Rehabilitation Project
7092	2024 Pavement Slurry Projects
3234	Heavy Rehab 2027
3235	Heavy Rehab 2026
3236	Heavy Rehab 2028
3237	Slurry 2029
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Measure W

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 PROPOSED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
1,808,863	1,329,007	(181,220)	(181,064)	(173,692)	(156,173)	
406,422	417,933	430,471	439,080	447,862	456,819	2,192,166
63,722	71,840	69,685	68,291	69,657	71,050	350,523
470,144	489,773	500,156	507,372	517,519	527,869	2,542,689
450,000	2,000,000	-	-	-	-	2,000,000
500,000	-	-	-	-	-	-
-	-	-	500,000	-	-	500,000
-	-	500,000	-	-	-	500,000
-	-	-	-	500,000	-	500,000
-	-	-	-	-	100,000	100,000
950,000	2,000,000	500,000	500,000	500,000	100,000	3,600,000
1,329,007	(181,220)	(181,064)	(173,692)	(156,173)	271,696	

Street Improvement

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
	Taxes
	Intergovernmental
	Use of Money and Property
	Miscellaneous
Total Revenues	
Operating Expenditures	
Transfer Out to Capital Projects Fund	
3026	Accessible Ramp/Pathway Improvement
3084	Hillside Stabilization & RWR
3100	Street Improvements
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 Signalization
3231	Traffic Signal Improvement at Cipriani & Belmont Canyon Road
3232	Hill Street/ECR HAWK Signal Project
7093	Bartlett Way Slide Repair
7094	East Laurel Creek Slide Repair
Funding Release From Closed / Completed / Deferred Projects	
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Street Improvement

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
1,903,275	161,963	1,265,677	1,430,762	2,527,749	3,647,075	
930,354	938,257	966,405	985,733	1,005,447	1,025,556	4,921,398
172,191	492,680	110,160	112,363	114,610	116,903	946,716
76,820	87,720	89,474	91,264	93,089	94,951	456,498
96,891	-	50,000	50,000	50,000	50,000	200,000
1,276,256	1,518,657	1,216,039	1,239,360	1,263,147	1,287,410	6,524,613
74,912	69,563	70,954	72,373	73,821	75,297	362,009
138,432	70,000	70,000	70,000	70,000	70,000	350,000
300,000	-	-	-	-	-	-
570	-	-	-	-	-	-
566,865	-	-	-	-	-	-
145,000	-	-	-	-	-	-
36,031	-	580,000	-	-	-	580,000
-	107,750	-	-	-	-	107,750
398,000	-	-	-	-	-	-
390,000	-	-	-	-	-	-
142,331	-	-	-	-	-	-
410,000	-	-	-	-	-	-
19,189	16,630	-	-	-	-	16,630
387,500	111,000	-	-	-	-	111,000
113,738	-	250,000	-	-	-	250,000
20,000	20,000	40,000	-	-	-	60,000
20,000	20,000	40,000	-	-	-	60,000
(145,000)	-	-	-	-	-	-
2,942,656	345,380	980,000	70,000	70,000	70,000	1,535,380
161,963	1,265,677	1,430,762	2,527,749	3,647,075	4,789,188	

Public Art

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Service Charges	
Use of Money and Property	
Total Revenues	
Transfer Out to Capital Projects Fund	
8114	Public Art Installation
8122	2025 Public Art Project
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

General Facilities

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Use of Money and Property	
Total Revenues	
Operating Expenditures	
Transfer Out to Capital Projects Fund	
8079	Belmont Community Center
8090	EV Charging Stations
8093	City Hall Carpet Flooring Replacement
8098	Citywide Facility Assessment
8110	Conference Center HVAC
8111	Manor Roof Replacement
Funding Release from Closed / Completed / Deferred Projects	
Total Transfer Out to Capital Projects Fund	
Transfer Out to General Fund	
Ending Fund Balance	

* Fund to be closed after all remaining Capital Improvement Plan commitments are expended.

Public Art

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
404,377	418,583	430,104	845,081	1,309,758	2,474,729	
-	6,081	400,000	600,000	1,150,000	1,150,000	3,306,081
14,206	15,440	14,977	14,677	14,971	15,270	75,335
14,206	21,521	414,977	614,677	1,164,971	1,165,270	3,381,416
-	-	-	150,000	-	-	150,000
-	10,000	-	-	-	-	10,000
-	10,000	-	150,000	-	-	160,000
418,583	430,104	845,081	1,309,758	2,474,729	3,639,999	

General Facilities

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
733,884	58,599	-	-	-	-	*
25,700	27,870	-	-	-	-	27,870
25,700	27,870	-	-	-	-	27,870
9,099	7,076	-	-	-	-	7,076
80,000	-	-	-	-	-	-
161,887	-	-	-	-	-	-
100,000	-	-	-	-	-	-
30,000	-	-	-	-	-	-
200,000	-	-	-	-	-	-
220,000	-	-	-	-	-	-
(100,000)	-	-	-	-	-	-
691,887	-	-	-	-	-	-
-	79,393	-	-	-	-	-
58,599	-	-	-	-	-	-

Infrastructure Repair

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Use of Money and Property	
Total Revenues	
Transfer Out to Capital Projects Fund	
3218	Belmont Creek Restoration Project
3222	Hillside Slippage Area Study
6025	Twin Pines Park Stormwater Capture Project
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

* Fund to be closed after all remaining Capital Improvement Plan commitments are expended.

Planned Park

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Use of Money and Property	
Total Revenues	
Operating Expenditures	
Transfer In from Park Impact Fees Fund	
Transfer Out to Capital Projects Fund	
8052	Park and Open Space Master Plan
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Infrastructure Repair

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
2,395,207	1,037,650	-	-	-	-	*
55,476	87,590	-	-	-	-	87,590
55,476	87,590	-	-	-	-	87,590
338,522	-	-	-	-	-	-
305,000	-	-	-	-	-	-
769,511	-	-	-	-	-	-
1,413,033	-	-	-	-	-	-
-	1,125,240	-	-	-	-	-
1,037,650	-	-	-	-	-	-

Planned Park

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
1,700,822	1,044,537	463,833	291,688	119,461	47,150	
56,676	58,060	-	-	-	-	58,060
56,676	58,060	-	-	-	-	58,060
672,343	672,063	672,144	672,227	672,312	672,398	3,361,144
-	33,299	500,000	500,000	600,000	700,000	2,333,299
40,618	-	-	-	-	-	-
40,618	-	-	-	-	-	-
1,044,537	463,833	291,688	119,461	47,150	74,752	

Park Impact Fees

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Service Charges	
Use of Money and Property	
Total Revenues	
Transfer Out to Planned Park Fund	
Transfer Out to Capital Projects Fund	
8033	Open Space Trail Improvements
6025	Twin Pines Park Stormwater Cap
8059	McDougal Field Improvements
8101	Hallmark Park Tennis Court
8102	Alexander Park Improvements
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
8112	Trail Assessment and Repair
Funding Release from Closed / Completed / Deferred Projects	
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	
Capital Replacement Set-Aside	
Remaining Fund Balance	

Park Impact Fees

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
641,446	417,328	193,562	2,074,569	3,605,097	2,906,094	
158,147	19,484	2,500,000	2,400,000	370,000	370,000	5,659,484
22,652	24,750	24,008	23,527	23,998	24,478	120,761
180,799	44,234	2,524,008	2,423,527	393,998	394,478	5,780,245
-	-	500,000	500,000	600,000	700,000	2,300,000
18,000	18,000	18,000	18,000	18,000	18,000	90,000
-	125,000	-	-	-	-	125,000
-	-	-	-	100,000	-	100,000
9,917	9,917	-	-	-	-	9,917
10,000	-	-	-	-	-	-
-	-	-	250,000	250,000	-	500,000
125,000	-	-	-	-	-	-
92,000	-	-	-	-	-	-
35,000	-	-	-	-	-	-
125,000	250,000	125,000	125,000	125,000	-	625,000
250,000	-	-	-	-	-	-
(260,000)	(134,917)	-	-	-	-	(134,917)
404,917	268,000	143,000	393,000	493,000	18,000	1,315,000
417,328	193,562	2,074,569	3,605,097	2,906,094	2,582,572	
166,667	166,667	166,667	166,667	166,667	166,667	833,335
250,661	26,895	1,907,902	3,438,430	2,739,427	2,415,905	

Open Space

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Use of Money and Property	
Total Revenues	
Transfer Out to Capital Projects Fund	
8033	Open Space Trail Improvements
8096	Open Space Management Plan
Total Transfer Out to Capital Projects Fund	
Transfer Out to Planned Park Fund	
Ending Fund Balance	

* Fund to be closed after all remaining Capital Improvement Plan commitments are expended.

Open Space

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
96,804	29,589	-	-	-	-	
3,394	3,710	-	-	-	-	3,710
3,394	3,710	-	-	-	-	3,710
18,000	-	-	-	-	-	-
52,609	-	-	-	-	-	-
70,609	-	-	-	-	-	-
-	33,299	-	-	-	-	
29,589	-	-	-	-	-	

Sewer Collections

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
	Service Charges
	Use of Money and Property
Total Revenues	
Operating Expenditures	
Transfer Out for Creation of Sewer Connections Fee Fund	
Transfer Out to Storm Drainage Fund	
Transfer Out to Capital Projects Fund	
7003	Sewer Rehabilitation - Annual
7036	Pump Station Rehabilitation
7037	Hiller Pump Station Rehabilitation
7073	Basin Rehabilitation Projects
7074	Residential Gravity Replacement
7075	Recycled Water Products
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
7091	HIA Cost of Sewer Service Annexation
7102	Sports Complex FM
7103	Hiller FM
Funding Release from Closed / Completed / Deferred Projects	
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Sewer Collections

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
31,482,248	29,716,720	24,225,627	25,076,685	27,137,518	31,734,714	
16,810,209	15,812,965	16,381,532	16,954,591	17,505,076	18,103,516	84,757,681
1,902,656	2,121,360	2,057,719	2,016,565	2,056,896	2,098,034	10,350,574
18,712,865	17,934,325	18,439,251	18,971,156	19,561,973	20,201,550	95,108,255
9,692,728	10,259,499	10,947,489	11,240,883	11,566,177	11,879,301	55,893,349
-	5,830,546	-	-	-	-	5,830,546
677,149	500,000	469,511	600,000	600,000	600,000	2,769,511
500,000	100,000	100,000	100,000	100,000	100,000	500,000
392,538	-	-	-	-	-	-
1,984,325	1,323,000	-	-	-	-	1,323,000
2,500,000	-	-	-	-	-	-
1,735,759	2,698,600	2,698,600	2,698,600	2,698,600	-	10,794,400
30,000	-	-	-	-	-	-
100,000	-	-	-	-	-	-
170,000	-	-	-	-	-	-
4,250,000	1,321,560	1,541,820	1,541,820	-	-	4,405,200
-	1,024,653	1,024,653	-	-	-	2,049,306
200,000	-	-	-	-	-	-
30,000	-	-	677,500	-	-	677,500
-	44,160	51,520	51,520	-	-	147,200
-	323,400	754,600	-	-	-	1,078,000
(1,784,106)	-	-	-	-	-	-
10,108,516	6,835,373	6,171,193	5,069,440	2,798,600	100,000	20,974,606
29,716,720	24,225,627	25,076,685	27,137,518	31,734,714	39,356,963	

Sewer Connection Fees

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Service Charges	
Total Revenues	
Transfer In from Sewer Collections Fund	
Transfer Out to Capital Projects Fund	
7086	San Juan Sewer Main Capacity Improvements
7089	San Juan Pump Station Rehabilitation
7091	HIA Sewer Service Annexation
7098	CCIP 3
7099	CCIP 6
7100	CCIP 7
7101	CCIP 8
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Sewer Connection Fees

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
-	-	2,323,616	1,924,874	(4,368,826)	(5,010,375)	
-	48,099	1,491,076	1,000,000	1,000,000	1,000,000	4,539,175
-	48,099	1,491,076	1,000,000	1,000,000	1,000,000	4,539,175
-	5,830,546	-	-	-	-	5,830,546
-	1,745,107	-	-	-	-	1,745,107
-	1,750,000	1,750,000	-	-	-	3,500,000
-	-	-	6,894,820	-	-	6,894,820
-	59,922	139,818	-	-	-	199,740
-	-	-	321,120	749,280	-	1,070,400
-	-	-	77,760	181,440	-	259,200
-	-	-	-	710,829	-	710,829
-	3,555,029	1,889,818	7,293,700	1,641,549	-	14,380,096
-	2,323,616	1,924,874	(4,368,826)	(5,010,375)	(4,010,375)	

Storm Drainage

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
	Service Charges
	Use of Money and Property
	Miscellaneous
Total Revenues	
Operating Expenditures	
Transfer In from Sewer Collections Fund	
Transfer In from General Fund	
Transfer Out to Capital Projects Fund	
6001	Storm Drainage Rehabilitation
6025	Twin Pines Park Stormwater Cap
6045	Storm Drainage CIP Project
6046	Storm Drain System Master Plan Update
6058	Redwood Shores Levee Project
	Funding Release from Closed / Completed / Deferred Projects
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Storm Drainage

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
2,173,190	1,469,345	1,004,594	1,017,652	1,010,168	981,927	
1,114,264	1,095,242	1,127,764	1,159,869	1,193,122	1,227,567	5,803,563
1,000	-	-	-	-	-	-
73,975	-	-	-	-	-	-
1,189,239	1,095,242	1,127,764	1,159,869	1,193,122	1,227,567	5,803,563
1,893,084	2,059,993	2,114,705	2,167,352	2,221,363	2,276,773	10,840,186
677,149	500,000	469,511	600,000	600,000	600,000	2,769,511
-	500,000	1,000,000	1,000,000	1,000,000	1,000,000	4,500,000
412,279	100,000	100,000	100,000	100,000	100,000	500,000
-	400,000	369,511	500,000	500,000	500,000	2,269,511
400,000	-	-	-	-	-	-
264,870	-	-	-	-	-	-
133,000	-	-	-	-	-	-
(533,000)	-	-	-	-	-	-
677,149	500,000	469,511	600,000	600,000	600,000	2,769,511
1,469,345	1,004,594	1,017,652	1,010,168	981,927	932,722	

Fleet and Equipment Management

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
	Service Charges
	Use of Money and Property
	Miscellaneous
Total Revenues	
Operating Expenditures	
Transfer Out to Facilities Fund	
Transfer Out to Capital Projects Fund	
2143	Enterprise Architecture Review
2150	Network Update
2151	Technology Refresh (printers & copiers)
2155	HRIS
2158	Dynamics Update
2160	Continuity of Operations Automation Plan
2161	ERP System Replacement
2162	Police Department Software Upgrades
2163	Redundant Internet Connection
2164	CD Software Functionality
2165	Mobile Data Management (MDM) Solution
2166	Avigilon Security System Refresh
2167	IT Project Delivery
Funding Release from Closed / Completed / Deferred Projects	
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Fleet and Equipment Management

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
8,393,614	7,794,578	6,569,805	5,785,297	3,659,264	891,565	
4,539,778	5,052,384	4,850,722	4,706,567	4,571,587	4,445,363	23,626,624
146,171	271,950	263,792	258,516	263,686	268,960	1,326,903
24,327	-	-	-	-	-	-
4,710,276	5,324,334	5,114,514	4,965,083	4,835,273	4,714,323	24,953,527
4,412,546	6,299,107	4,849,022	4,991,115	5,002,973	4,927,640	26,069,856
600,000	-	-	-	-	-	-
50,000	-	-	-	-	-	-
71,766	54,951	-	-	-	-	54,951
100,000	-	-	-	-	-	-
25,000	-	-	-	-	-	-
250,000	-	-	-	-	-	-
50,000	-	-	-	-	-	-
-	50,000	1,000,000	2,000,000	2,500,000	-	5,550,000
75,921	-	-	-	-	-	-
-	-	50,000	100,000	100,000	-	250,000
-	25,000	-	-	-	-	25,000
-	50,000	-	-	-	-	50,000
-	50,000	-	-	-	-	50,000
-	75,000	-	-	-	-	75,000
(325,921)	(54,951)	-	-	-	-	(54,951)
296,766	250,000	1,050,000	2,100,000	2,600,000	-	6,000,000
7,794,578	6,569,805	5,785,297	3,659,264	891,565	678,248	

Facilities Management

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Service Charges	
Use of Money and Property	
Total Revenues	
Operating Expenditures	
Transfer In from Fleet and Equipment Management Fund	
Transfer Out to Capital Projects Fund	
8079	Belmont Community Center
8080	Recreation Facilities Improvements
8093	City Hall Carpet Flooring Replacement
8115	TPSCC & Lodge Restroom Renovations
8116	TPSCC Flooring Replacement
8118	City Hall Renovations
8120	City Council Curtain
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Facilities Management

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
(603,030)	366,042	314,797	441,123	868,747	1,150,428	
2,578,640	2,705,327	2,759,434	2,814,622	2,870,915	2,928,333	14,078,630
305,000	327,600	334,152	341,835	352,652	361,605	1,717,844
2,883,640	3,032,927	3,093,586	3,156,457	3,223,566	3,289,938	15,796,474
2,363,311	2,604,172	2,667,259	2,728,833	2,791,886	2,856,454	13,648,604
600,000	-	-	-	-	-	-
-	100,000	-	-	-	-	100,000
151,257	130,000	100,000	-	-	-	230,000
-	-	-	-	100,000	-	100,000
-	-	200,000	-	-	-	200,000
-	-	-	-	50,000	-	50,000
-	150,000	-	-	-	-	150,000
-	100,000	-	-	-	-	100,000
151,257	480,000	300,000	-	150,000	-	930,000
366,042	314,797	441,123	868,747	1,150,428	1,583,911	

Contributions and Donations

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Contributions and Donations	
Total Revenues	
Transfer Out to Capital Projects Fund	
8105	Meadow Stage Improvements
Total Transfer Out to Capital Projects Fund	
Ending Fund Balance	

Contributions from Other Agencies

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Contributions from Other Agencies	
Total Revenues	
Recommended Project Budgets	
3219	Alameda de las Pulgas Corridor Improvements
3232	Hill Street to Caltrain HWAK Signal
6025	Twin Pines Park Stormwater Capture Project
7093	Bartlett Way Slide Repair
7094	East Laurel Creek Slide Repair
8121	Station 14 Gate
Total Recommended Project Budgets	
Ending Fund Balance	

Contributions and Donations

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
-	-	-	-	-	-	-
8,000	-	-	-	-	-	-
8,000	-	-	-	-	-	-
8,000	-	-	-	-	-	-
8,000	-	-	-	-	-	-
-	-	-	-	-	-	-

Contributions from Other Agencies

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
-	-	-	-	-	-	-
669,173	1,284,680	1,350,000	650,000	-	-	3,284,680
669,173	1,284,680	1,350,000	650,000	-	-	3,284,680
69,173	-	250,000	250,000	-	-	500,000
-	334,680	150,000	-	-	-	484,680
600,000	900,000	550,000	400,000	-	-	1,850,000
-	-	200,000	-	-	-	200,000
-	-	200,000	-	-	-	200,000
-	50,000	-	-	-	-	50,000
669,173	1,284,680	1,350,000	650,000	-	-	3,284,680
-	-	-	-	-	-	-

Federal Grants

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
Federal Grants	
Total Revenues	
Recommended Project Budgets	
3227	2022 Local Streets and Roads Project
8113	Fuel Reduction Project
6025	Twin Pines Park Stormwater Capture Project
3233	Salson Trail Damage Repair Project
Total Recommended Project Budgets	
Ending Fund Balance	

State Grants

PROJECT #	DESCRIPTION
Beginning Fund Balance	
Revenues	
State Grants	
Total Revenues	
Recommended Project Budgets	
6025	Twin Pines Park Stormwater Capture Project
8090	EV Charging Stations
8113	Fuel Reduction Project
3218	Belmont Creek Watershed Project
3219	Alameda de las Pulgas Corridor Improvements
Total Recommended Project Budgets	
Ending Fund Balance	

Federal Grants

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
-	-	-	-	-	-	-
278,046	4,340,000	4,070,000	-	-	-	8,410,000
278,046	4,340,000	4,070,000	-	-	-	8,410,000
228,046	-	-	-	-	-	-
50,000	140,000	70,000	-	-	-	210,000
-	4,000,000	4,000,000	-	-	-	8,000,000
-	200,000	-	-	-	-	-
278,046	4,340,000	4,070,000	-	-	-	8,410,000
-	-	-	-	-	-	-

State Grants

FY 2023-24 ESTIMATES/ CIP ADJUSTED BUDGET	FY 2024-25 ADOPTED BUDGET	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	FIVE-YEAR TOTAL
-	-	-	-	-	-	-
6,611,000	236,568	4,443,305	-	-	-	4,679,873
6,611,000	236,568	4,443,305	-	-	-	4,679,873
3,000,000	-	3,518,305	-	-	-	3,518,305
36,000	-	-	-	-	-	-
75,000	210,000	105,000	-	-	-	105,000
-	26,568	820,000	-	-	-	820,000
3,500,000	-	-	-	-	-	-
6,611,000	236,568	4,443,305	-	-	-	4,679,873
-	-	-	-	-	-	-



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PROJECT CHARTERS

Project Charters Funded

ERP SYSTEM REPLACEMENT

Project Description ERP Financial System Replacement

Project No. 2161

Division 501 - Finance

Asset Category Information Technology

O&M Cost Impacts No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Fleet & Equipment Management	-	50,000	1,000,000	2,000,000	2,500,000	-	5,500,000
TOTAL	-	50,000	1,000,000	2,000,000	2,500,000	-	5,500,000

REDUNDANT INTERNET CONNECTION

Project Description

A secondary internet connection is necessary to reduce the risk of a loss of critical business services in the event of a service failure, technical incident, or natural disaster. Using a second internet service provider (ISP), as well as establishing the new connection in a location other than City Hall, is highly recommended to help ensure redundancy in the event of damage to the main connection. The technical and performance specifications of the secondary internet connection should be the same or very similar to the main internet connection to reduce any risk of interruption to critical business services.



Project No.	2163
Division	302 - Information Technology
Asset Category	Information Technology
O&M Cost Impacts	\$10,000-\$50,000 annual impact to O&M

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Fleet & Equipment Management	-	-	50,000	100,000	100,000	-	250,000
TOTAL	-	-	50,000	100,000	100,000	-	250,000

Project Charters

Funded

CD SOFTWARE FUNCTIONALITY

Project Description

Community Development (CD) staff has reported that the current payment gateway does not transmit into the CD software, nor into the Finance system (GP) as designed. As such, the Finance Department is manually entering the information into GP. Staff has also reported that CD data in CentralSquare, City GIS, County GIS, and SharePoint is not always consistent, which makes information requests difficult and time consuming. This initiative would assess the functionality of the CD software system and identify areas of possible improvement. Based on the result of this analysis, the City should determine if it should reconfigure the software to better suit its needs or replace with a different system.



Project No.	2164
Division	302 - Information Technology
Asset Category	Information Technology
O&M Cost Impacts	\$10,000-\$50,000 annual impact to O&M

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Fleet & Equipment Management	-	25,000	-	-	-	-	25,000
TOTAL	-	25,000	-	-	-	-	25,000

MOBILE DATA MANAGEMENT (MDM) SOLUTION

Project Description	Currently there is no centralized MDM system to configure, maintain, and secure all City-owned mobile devices. By conducting requirements analysis activities and evaluating qualified MDM solutions that fit well within our technology framework, the City will identify and implement a solution to control mobile device configurations, secure City data, and maintain device updates.
Project No.	2165
Division	302 - Information Technology
Asset Category	Information Technology
O&M Cost Impacts	\$10,000-\$50,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Fleet & Equipment Management	-	50,000	-	-	-	-	50,000
TOTAL	-	50,000	-	-	-	-	50,000

Project Charters

Funded

AVIGILON SECURITY SYSTEM REFRESH

Project Description	The Access-Control and Security Camera systems around the City facilities are due for a technology refresh. In addition, there has been identified some needs for additional security system resources and functionality. The City will identify the needs and gaps with the current system, then work with the vendor to expand and update the security system.
Project No.	2166
Division	302 - Information Technology
Asset Category	Information Technology
O&M Cost Impacts	\$10,000-\$50,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Fleet & Equipment Management	-	50,000	-	-	-	-	50,000
TOTAL	-	50,000	-	-	-	-	50,000

Project Charters

Funded

IT PROJECT DELIVERY

Project Description
 City staff has reported a lack in strength of Organizational Change Management (OCM) practices during several recent technology projects. Strong OCM practices result in a higher likelihood of stakeholder buy-in and, ultimately, successful IT projects. Professional services will be retained to guide City IT and City leadership in establishing a documented, common framework for technology project management, from initiation through closeout.



Project No.	2167
Division	302 - Information Technology
Asset Category	Information Technology
O&M Cost Impacts	No fiscal impact to operations and maintenance

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Fleet & Equipment Management	-	75,000	-	-	-	-	75,000
TOTAL	-	75,000	-	-	-	-	75,000

Project Charters

Funded

ACCESSIBLE RAMP/PATHWAY IMPROVEMENT

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

Project No.	3026
Division	730 - Public Works
Asset Category	ADA Ramps
O&M Cost Impacts	No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Street Improvement	138,432	70,000	70,000	70,000	70,000	70,000	488,432
TOTAL	138,432	70,000	70,000	70,000	70,000	70,000	488,432

Project Charters Funded

RMRA STREET PROJECT

Project Description This project provides for the repair and rehabilitation of City streets based on criteria and requirements of Senate Bill 1 (SB1), which created the Road Maintenance and Rehabilitation Account (RMRA).



Project No.	3102
Division	730 - Public Works
Asset Category	Streets
O&M Cost Impacts	No fiscal impact to operations and maintenance

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
RMRA Street Project	-	10,000	10,000	10,000	10,000	-	40,000
TOTAL	-	10,000	10,000	10,000	10,000	-	40,000

Project Charters

Funded

2025 PAVEMENT REHABILITATION PROJECT

Project Description Annual Pavement Rehabilitation Projects

Project No. 3117

Division 730 - Public Works

Asset Category Streets

O&M Cost Impacts No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Measure I	-	2,500,000	-	-	-	-	2,500,000
RMRA	-	1,000,000	-	-	-	-	1,000,000
Measure W	450,000	2,000,000	-	-	-	-	2,450,000
TOTAL	450,000	5,500,000	-	-	-	-	5,950,000

BELMONT CREEK WATERSHED PROJECT

Project Description This is a joint-sponsored project between Department of Water Resources (grant funding), 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 Twin Pines Park.

Project No.	3218
Division	760 - Public Works
Asset Category	Storm System
O&M Cost Impacts	\$10,000-\$50,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Miscellaneous State Grants	-	26,568	820,000	-	-	-	846,568
TOTAL	-	26,568	820,000	-	-	-	846,568

Project Charters Funded

ALAMEDA DE LAS PULGAS CORRIDOR IMPROVEMENTS

Project Description 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.

Project No. 3219
Division 730 - Public Works
Asset Category Streets
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Street Improvement	36,031	-	580,000	-	-	-	616,031
Contributions from Other Agencies	3,569,173	-	250,000	250,000	-	-	4,069,173
TOTAL	3,605,204	-	830,000	250,000	-	-	4,685,204

RALSTON AVENUE ADAPTIVE SIGNALIZATION

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



Project No.	3230
Division	730 - Public Works
Asset Category	Traffic Signals
O&M Cost Impacts	No fiscal impact to operations and maintenance

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Street Improvement	19,189	16,630	-	-	-	-	35,819
TOTAL	19,189	16,630	-	-	-	-	35,819

Project Charters

Funded

TRAFFIC SIGNAL IMPROVEMENTS CIPRIANI BCR

Project Description 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.

Project No. 3231
Division 730 - Public Works
Asset Category Traffic Signals
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Street Improvement	387,500	111,000	-	-	-	-	498,500
TOTAL	387,500	111,000	-	-	-	-	498,500

Project Charters

Funded

HILL STREET TO CALTRAIN HAWK SIGNAL PROJECT

Project Description Construct and install HAWK crossing signal at Hill Street and El Camino Real with appurtenant pedestrian and bike facility improvements.

Project No. 3232
Division 730 - Public Works
Asset Category Traffic Signals
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Street Improvement	113,738	-	250,000	-	-	-	363,738
Contributions from Other Agencies	-	334,680	150,000	-	-	-	484,680
TOTAL	113,738	334,680	400,000	-	-	-	848,418

Project Charters

Funded

SALSON TRAIL DAMAGE REPAIR PROJECT

Project Description Project involves remedy of the storm damage that consists of storm pipe replacement, sanitary sewer relocation and trail stabilization.

Project No. 3233
Division 730 - Public Works
Asset Category Sewer Pipe
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Measure I	-	600,000	-	-	-	-	600,000
Federal Grants	-	200,000	-	-	-	-	200,000
TOTAL	-	800,000	-	-	-	-	800,000

Project Charters

Funded

HEAVY REHAB 2027

Project Description This project is included in a 5-year pavement plan. It involves pavement reconstruction/rehabilitation, ADA curb ramps construction/rehabilitation, some drainage improvements, and striping.

Project No. 3234
Division 730 - Public Works
Asset Category Streets
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Measure I	-	-	-	2,500,000	-	-	2,500,000
RMRA	-	-	400,000	100,000	-	-	500,000
Measure W	-	-	-	500,000	-	-	500,000
TOTAL	-	-	400,000	3,100,000	-	-	3,500,000

Project Charters Funded

HEAVY REHAB 2026

Project Description This project is included in a 5-year pavement plan. It involves pavement reconstruction/rehabilitation, ADA curb ramps construction/rehabilitation, some drainage improvements, and striping.

Project No. 3235
Division 730 - Public Works
Asset Category Streets
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Measure I	-	-	2,200,000	-	-	-	2,200,000
RMRA	-	400,000	100,000	-	-	-	500,000
Measure W	-	-	500,000	-	-	-	500,000
TOTAL	-	400,000	2,800,000	-	-	-	3,200,000

Project Charters

Funded

HEAVY REHAB 2028

Project Description This project is included in a 5-year pavement plan. It involves pavement reconstruction/rehabilitation, ADA curb ramps construction/rehabilitation, some drainage improvements, and striping.

Project No. 3236
Division 730 - Public Works
Asset Category Streets
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Measure I	-	-	-	-	2,300,000	-	2,300,000
RMRA	-	-	-	400,000	100,000	-	500,000
Measure W	-	-	-	-	500,000	-	500,000
TOTAL	-	-	-	400,000	2,900,000	-	3,300,000

Project Charters Funded

SLURRY 2029

Project Description This project is included in a 5-year pavement plan. It involves localized pavement repairs, slurry seal treatment, and striping.

Project No. 3237
Division 730 - Public Works
Asset Category Streets
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Measure I	-	-	-	-	-	800,000	800,000
RMRA	-	-	-	-	50,000	50,000	100,000
Measure W	-	-	-	-	-	100,000	100,000
TOTAL	-	-	-	-	50,000	950,000	1,000,000

Project Charters

Funded

SB RIGHT LANE EXTENSION OCR/RALSTON

Project Description This project includes extension of the right turn pocket to accommodate traffic flow.

Project No.	3238
Division	730 - Public Works
Asset Category	Streets
O&M Cost Impacts	\$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Measure I	-	-	50,000	-	-	-	50,000
RMRA	-	-	-	250,000	-	-	250,000
TOTAL	-	-	50,000	250,000	-	-	300,000

Project Charters

Funded

STORM DRAINAGE REHABILITATION

Project Description

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.



Project No.	6001
Division	730 - Public Works
Asset Category	Storm System
O&M Cost Impacts	No fiscal impact to operations and maintenance

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2076-87 PLAN	FY 2028-29 PLAN	TOTAL
Storm	-	100,000	100,000	100,000	100,000	100,000	500,000
TOTAL	-	100,000	100,000	100,000	100,000	100,000	500,000

MEASURE I STORM PROJECT

Project Description
 This project provides for the repair and rehabilitation of City storm drains and other storm drain related efforts under voter-approved Measure I. This fiscal year, a portion of the funds will be used to support the Belmont Creek Restoration in Twin Pines Park that is partly funded with a grant from the EPA and is being administered by the San Mateo County Flood and Sea Level Rise Resiliency District.



Project No.	6020
Division	730 - Public Works
Asset Category	Storm System
O&M Cost Impacts	No fiscal impact to operations and maintenance

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Measure I	566,531	200,000	220,000	170,000	-	-	1,156,531
TOTAL	566,531	200,000	220,000	170,000	-	-	1,156,531

Project Charters

Funded

TWIN PINES PARK STORMWATER CAPTURE PROJECT

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



Project No. 6025

Division 760 - Public Works

Asset Category Storm System

O&M Cost Impacts \$0-\$10,000 annual impact to O&M

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Park Impact Fees	-	125,000	-	-	-	-	125,000
Storm	-	400,000	369,511	500,000	500,000	500,000	2,269,511
Contributions from Other Agencies	600,000	900,000	550,000	400,000	-	-	2,450,000
Federal Grants	-	4,000,000	4,000,000	-	-	-	8,000,000
Misc. State Grants	-	-	3,518,305	-	-	-	3,518,305
TOTAL	600,000	5,425,000	8,437,816	900,000	500,000	500,000	16,362,816

SEWER REHABILITATION - ANNUAL

Project Description This project provides for ongoing repair and replacement of the sewer collection system, including pipes and manholes.

Project No. 7003
Division 730 - Public Works
Asset Category Sewer
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Collection	-	100,000	100,000	100,000	100,000	100,000	500,000
TOTAL	-	100,000	100,000	100,000	100,000	100,000	500,000

Project Charters Funded

HILLER PUMP STATION REHABILITATION

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

Project No. 7037
Division 730 - Public Works
Asset Category Sewer System
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Collection	-	1,323,000	-	-	-	-	1,323,000
TOTAL	-	1,323,000	-	-	-	-	1,323,000

RESIDENTIAL GRAVITY REPLACEMENT

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



Project No.	7074
Division	730 - Public Works
Asset Category	Storm Line
O&M Cost Impacts	No fiscal impact to operations and maintenance

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Collection	-	2,698,600	2,698,600	2,698,600	2,698,600	-	10,794,400
TOTAL		2,698,600	2,698,600	2,698,600	2,698,600	-	10,794,400

Project Charters

Funded

SAN JUAN SEWER MAIN CAPACITY IMPROVEMENTS

Project Description 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.

Project No.	7086
Division	730 - Public Works
Asset Category	Sewer
O&M Cost Impacts	No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Connection	-	1,745,107	-	-	-	-	1,745,107
TOTAL	-	1,745,107	-	-	-	-	1,745,107

ISLAND PARKWAY PUMP STATION REHABILITATION

Project Description This project will rehabilitate the Island Parkway Sewer Pump Station.

Project No. 7088

Division 730 - Public Works

Asset Category Sewer

O&M Cost Impacts No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Collection	-	1,321,560	1,541,820	1,541,820	-	-	4,405,200
TOTAL	-	1,321,560	1,541,820	1,541,820	-	-	4,405,200

Project Charters Funded

SAN JUAN PUMP STATION REHABILITATION

Project Description This project will rehabilitate the San Juan Pump Station.

Project No. 7089

Division 730 - Public Works

Asset Category Sewer

O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Collection	-	1,024,653	1,024,653	-	-	-	2,049,306
Sewer Connection	-	1,750,000	1,750,000	-	-	-	3,500,000
TOTAL	-	2,774,653	2,774,653	-	-	-	5,549,306

HIA SEWER SERVICE ANNEXATION

Project Description Study for HIA with County

Project No. 7091

Division 730 - Public Works

Asset Category Plan

O&M Cost Impacts No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Collection	-	-	-	677,500	-	-	677,500
Sewer Connection	-	-	-	6,894,820	-	-	6,894,820
TOTAL	-	-	-	7,572,320	-	-	7,572,320

Project Charters Funded

BARTLETT WAY SLIDE REPAIR

Project Description Temporary slide repairs until permanent repairs are funded.

Project No. 7093

Division 730 - Public Works

Asset Category Streets

O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Street Improvement	20,000	20,000	40,000	-	-	-	80,000
Contributions from Other Agencies	-	-	200,000	-	-	-	200,000
TOTAL	20,000	20,000	240,000	-	-	-	280,000

EAST LAUREL CREEK SLIDE REPAIR

Project Description Temporary slide repairs until permanent repairs are funded.

Project No.	7094
Division	730 - Public Works
Asset Category	Storm System
O&M Cost Impacts	\$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Street Improvement	20,000	20,000	40,000	-	-	-	80,000
Contributions from Other Agencies	-	-	200,000	-	-	-	200,000
TOTAL	20,000	20,000	240,000	-	-	-	280,000

Project Charters Funded

TRANSPORTATION MASTER PLAN

Project Description	Develop City TMP
Project No.	7095
Division	730 - Public Works
Asset Category	Plan
O&M Cost Impacts	No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Measure I	20,000	300,000	-	-	-	-	320,000
TOTAL	20,000	300,000	-	-	-	-	320,000

Project Charters

Funded

CCIP 3

Project Description Project involves capacity improvements to the sewer main on Lyall Way.

Project No. 7098

Division 710 - Public Works

Asset Category Sewer Pipe

O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Connection	-	59,922	139,818	-	-	-	199,740
TOTAL	-	59,922	139,818	-	-	-	199,740

Project Charters Funded

CCIP 6

Project Description Project involves capacity improvements to the sewer main along Ralston Frontage Rd. at Elmer Street.

Project No. 7099
Division 710 - Public Works
Asset Category Sewer Pipe
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Connection	-	-	-	321,120	749,280	-	1,070,400
TOTAL	-	-	-	321,120	749,280	-	1,070,400

Project Charters

Funded

CCIP 7

Project Description Project involves capacity improvements to the sewer main on Waltermire Street.

Project No. 7100

Division 710 - Public Works

Asset Category Sewer Pipe

O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Connection	-	-	-	77,760	181,440	-	259,200
TOTAL	-	-	-	77,760	181,440	-	259,200

Project Charters Funded

CCIP 8

Project Description Project involves capacity improvements to the sewer mains on Hallmark Drive and Comstock Circle.

Project No. 7101

Division 710 - Public Works

Asset Category Sewer Pipe

O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Connection	-	-	-	-	710,829	-	710,829
TOTAL	-	-	-	-	710,829	-	710,829

Project Charters

Funded

SPORTS COMPLEX FM

Project Description Project involves upgrade of the Belmont Sports Complex sanitary sewer force main pipe on Island Parkway.

Project No.	7102
Division	710 - Public Works
Asset Category	Sewer System
O&M Cost Impacts	\$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Collection	-	44,160	51,520	51,520	-	-	147,200
TOTAL	-	44,160	51,520	51,520	-	-	147,200

Project Charters Funded

HILLER FM

Project Description Project involves upgrade of the Hiller sanitary sewer force main pipe from 606 Hiller Street to Ralston Frontage Rd.

Project No. 7103
Division 710 - Public Works
Asset Category Sewer System
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Sewer Collection	-	323,400	754,600	-	-	-	1,078,000
TOTAL	-	323,400	754,600	-	-	-	1,078,000

OPEN SPACE TRAIL IMPROVEMENTS

Project Description 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.



Project No.	8033
Division	810 - Parks & Recreation
Asset Category	Trail
O&M Cost Impacts	No fiscal impact to operations and maintenance

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Park Impact Fees	18,000	18,000	18,000	18,000	18,000	18,000	108,000
TOTAL	18,000	18,000	18,000	18,000	18,000	18,000	108,000

Project Charters

Funded

MCDUGAL FIELD IMPROVEMENTS

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

Project No. 8059

Division 812 - Parks & Recreation

Asset Category Facility

O&M Cost Impacts No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Park Impact Fees	-	-	-	-	100,000	-	100,000
TOTAL	-	-	-	-	100,000	-	100,000

Project Charters

Funded

BELMONT SPORTS COMPLEX LIGHTING - SOUTH & MARINA FIELDS

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

Project No. 8060
Division 812 - Parks & Recreation
Asset Category Facility
O&M Cost Impacts No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Athletic Field	-	-	-	-	-	220,000	220,000
TOTAL	-	-	-	-	-	220,000	220,000

Project Charters Funded

BELMONT COMMUNITY CENTER

Project Description	This project includes the redesign and construction of a new park and facility at the Barrett Community Center site. Phase 1 (needs assessment, conceptual design, and funding needs), has been completed. Identification of potential funding sources is underway. Phases 2 (design refinement) and 3 (construction) will follow upon confirmation of funding.
Project No.	8079
Division	802 - Parks & Recreation
Asset Category	Facility
O&M Cost Impacts	No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Facilities Management	-	100,000	-	-	-	-	100,000
TOTAL	-	100,000	-	-	-	-	100,000

RECREATION FACILITIES IMPROVEMENTS

Project Description	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. This project also includes necessary maintenance at other recreation facilities.
Project No.	8080
Division	803 - Parks & Recreation
Asset Category	Facility
O&M Cost Impacts	No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Facilities Management	-	130,000	100,000	-	-	-	230,000
TOTAL	-	130,000	100,000	-	-	-	220,000

Project Charters

Funded

CITY HALL CARPET FLOORING REPLACEMENT

Project Description 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.



Project No.	8093
Division	802 - Parks & Recreation
Asset Category	Facility
O&M Cost Impacts	No fiscal impact to operations and maintenance

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Facilities Management	-	-	-	-	100,000	-	100,000
TOTAL	-	-	-	-	100,000	-	100,000

CIPRIANI PARK DESIGN AND CONSTRUCTION

Project Description	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, other site amenities with improved access to the Tot Lot, park, athletic field, and dog park. This project is only possible with grant funding.
Project No.	8103
Division	810 - Parks & Recreation
Asset Category	Parks
O&M Cost Impacts	No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Park Impact Fees	-	-	-	250,000	250,000	-	500,000
TOTAL	-	-	-	250,000	250,000	-	500,000

Project Charters

Funded

TWIN PINES MASTER PLAN IMPLEMENTATION

Project Description	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 Ave., enhancement of Cottage Lane, exploration of a partnership for funding CEQA, and permit process for construction of Creekside trail and bridge.
Project No.	8104
Division	810 - Parks & Recreation
Asset Category	Parks
O&M Cost Impacts	No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Park Impact Fees	125,000	(125,000)	-	-	-	-	-
TOTAL	125,000	(125,000)	-	-	-	-	-

PROS PHASE 1 IMPLEMENTATION

Project Description 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 underdeveloped parks, or new park spaces.



Project No.	8109
Division	810 - Parks & Recreation
Asset Category	Parks
O&M Cost Impacts	No fiscal impact to operations and maintenance

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Park Impact Fees	125,000	125,000	125,000	125,000	125,000	-	750,000
TOTAL	125,000	125,000	125,000	125,000	125,000	-	750,000

Project Charters Funded

FUEL REDUCTION PROJECT

Project Description

This project provides for the vegetation management of City Open Spaces for the purposes of reducing wildfire risk, intensity, and damage to persons and property.



Project No.	8113
Division	811 - Parks & Recreation
Asset Category	Trails and Open Space
O&M Cost Impacts	\$0-\$10,000 annual impact to O&M

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Federal Grants	50,000	140,000	70,000	-	-	-	260,000
Misc. State Grants	-	210,000	105,000	-	-	-	315,000
TOTAL	50,000	350,000	175,000	-	-	-	575,000

Project Charters

Funded

PUBLIC ART INSTALLATION

Project Description This project provides for the installation and maintenance of a public art piece on City property.

Project No. 8114
Division 810 - Parks & Recreation
Asset Category Facility
O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Public Art	-	-	-	150,000	-	-	150,000
TOTAL	-	-	-	150,000	-	-	150,000

Project Charters

Funded

TPSCC & LODGE RESTROOM RENOVATIONS

Project Description

This project provides for the renovation of public restrooms in recreation facilities used for senior services, youth summer camps, facility rentals and community gatherings.



Project No.	8115
Division	803 - Parks & Recreation
Asset Category	Facility
O&M Cost Impacts	No fiscal impact to operations and maintenance

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Facilities Management	-	-	200,000	-	-	-	200,000
TOTAL	-	-	200,000	-	-	-	200,000

Project Charters

Funded

TPSCC FLOORING REPLACEMENT

Project Description This project provides for the replacement of the flooring in the Multi-Use Room of the Twin Pines Senior and Community Center.



Project No.	8116
Division	803 - Parks & Recreation
Asset Category	Facility
O&M Cost Impacts	No fiscal impact to operations and maintenance

FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
General Facilities	-	-	-	-	50,000	-	50,000
TOTAL	-	-	-	-	50,000	-	50,000

Project Charters

Funded

CITY HALL RENOVATIONS

Project Description Improve workspace layout in multiple City Hall departments.

Project No. 8118

Division 802 - Parks & Recreation

Asset Category Facility

O&M Cost Impacts No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Facilities Management	-	150,000	-	-	-	-	150,000
TOTAL	-	150,000	-	-	-	-	150,000

Project Charters

Funded

BARRETT EXTERIOR PAINTING

Project Description Paint exterior of Barrett Community Center to provide a more appealing aesthetic at this heavily used facility.

Project No. 8119
Division 802 - Parks & Recreation
Asset Category Facility

O&M Cost Impacts No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
General Fund	-	200,000	-	-	-	-	200,000
TOTAL	-	200,000	-	-	-	-	200,000

Project Charters

Funded

CITY COUNCIL CURTAIN

Project Description Replace motors and one curtain panel in City Council Chambers. This will improve the lighting and acoustics in Council Chambers.

Project No. 8120
Division 802 - Parks & Recreation
Asset Category Facility

O&M Cost Impacts No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Facilities Management	-	100,000	-	-	-	-	100,000
TOTAL	-	100,000	-	-	-	-	100,000

Project Charters

Funded

STATION 14 GATE

Project Description Install fencing and motorized gate at Fire Station 14 to secure premises, equipment, and vehicles.

Project No. 8121
Division 802 - Parks & Recreation
Asset Category Facility

O&M Cost Impacts No fiscal impact to operations and maintenance



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
BFD	-	70,000	-	-	-	-	70,000
Contributions from Other Agencies	-	50,000	-	-	-	-	50,000
TOTAL	-	120,000	-	-	-	-	120,000

Project Charters Funded

PUBLIC ART

Project Description Engage an artist for an art installation in a City park.

Project No. 8122


Division 810 - Parks & Recreation

Asset Category Parks

O&M Cost Impacts \$0-\$10,000 annual impact to O&M



FUNDING SOURCE	TOTAL COMMITMENT TO DATE	FY 2024-25 ADOPTED	FY 2025-26 PLAN	FY 2026-27 PLAN	FY 2027-28 PLAN	FY 2028-29 PLAN	TOTAL
Public Art	-	10,000	-	-	-	-	10,000
TOTAL	-	10,000	-	-	-	-	10,000



ALL GAVE SOME,
SOME GAVE ALL

DEDICATED TO OUR VETERANS
ON NOVEMBER 11, 2011





DEFERRED CAPITAL MAINTENANCE

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 a significant number of citywide capital improvement and maintenance projects. The PCI data are listed below:



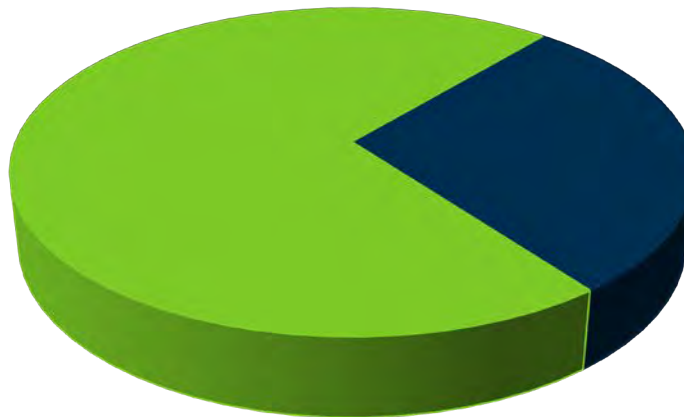
- 2014 PCI = 56
- 2017 PCI = 59
- 2020 PCI = 63
- 2022 PCI = 68
- 2023 PCI = 68

In addition, City staff have developed new pavement restoration standards that will require developers and utility companies to provide additional pavement restoration during private development projects and utility installation.

Beginning in FY 2017-18, 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 5-Year Projection	4,241,943
Measure I Tax 5-Year Projection	11,426,137
Measure A Tax 5-Year Projection	6,524,613
Measure W Tax 5-Year Projection	2,542,689
Traffic Impact Fees (non-recurring)	15,546,383
Contributions from Other Agencies (non-recurring)	1,284,680
Grants (non-recurring)	4,576,568
Total Sources	46,143,013

Uses:

Pavement Maintenance (Distribution by Classification)^a

Preventative Maintenance and Rehabilitation Backlog	34,826,583
Pavement Rehabilitation and Slurry	10,600,000
Subtotal Pavement Maintenance	45,426,583

Priority Hillside Slippage Projects^b

Priority Locations	3,400,000
Slide Repairs	480,000
Subtotal Priority Hillside Slippage Project Cost	3,880,000

Traffic Asset Renewal Projects

64 Lantern-style fixtures with direct burial wood poles	500,000
<i>55 fixtures were replaced in FY 2016-17</i>	
Streetlight Steel Pole Replacements	2,930,000
Subtotal Traffic Asset Renewal Project Cost	3,430,000

Traffic Control Devices / Intersection Improvements

Roundabouts	10,000,000
Other Intersection, Street Light and Signalization	400,000
Subtotal Traffic Control Devices / Intersection Improvement Costs	10,400,000

Street and Corridor Improvements / Plans

Street and Corridor Improvements	1,390,000
Subtotal Street and Corridor Improvements / Plans	1,390,000

Total Uses **\$64,526,583**

^a Level of expenditure recommended to address backlog of deferred activities (P-TAP 2021/2022 Pavement Management Report)

^b Estimate.

Deferred Capital Maintenance - Storm Drain

The City's drainage and water pollution prevention infrastructure consist of 28 miles of storm drain pipes and two (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]

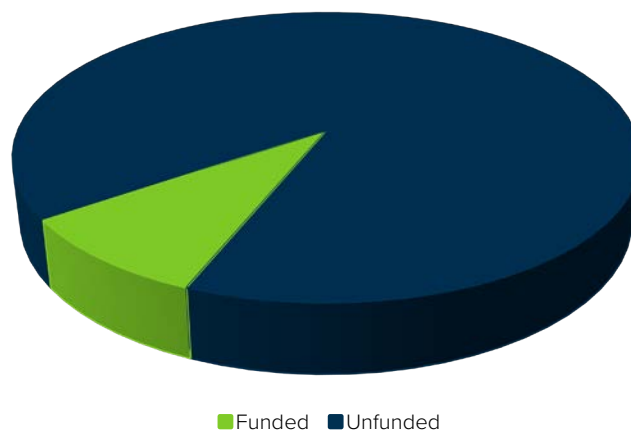
Throughout the City are areas that do not have adequate drainage infrastructure.



In 2009, the City completed a Storm Drainage Study which documented the existing City storm drainage system was deficient. The cost to correct the deficiencies was estimated at \$44 million. These costs were updated in late 2013, to an estimated \$571 million, as described on the following page. The City is nearing completion of 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. A component of the 2024 Storm Drain Master Plan will be to analyze and recommend new, long-term funding sources for improving and maintaining the stormwater conveyance system, which was taxed and damaged during last winter's storms.

STORM DRAIN FUNDING LEVEL



Deferred Capital Maintenance - Storm Drain

STORM DRAIN CAPITAL IMPROVEMENT PROJECTS

Sources:

Measure I Tax (5-year average)	1,500,000
Storm Drainage (non-recurring)	500,000
Contributions from Other Agencies (non-recurring)	900,000
Grants (non-recurring)	4,026,568
Total Sources	6,926,568

Uses:

Harbor Blvd Belmont Creek Bypass	42,500,000
Phase 2 Belmont Creek Restoration	5,000,000
Phase 2 Detention Basin	10,000,000
Storm Drain Master Plan CIP	6,000,000
Storm Drainage Rehabilitation	400,000
Measure I Storm Project	390,000
Belmont Creek Watershed Project	820,000
Twin Pines Park Stormwater Capture Project	10,337,816
Total Uses	75,447,816

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 replaced the Belmont Sewer Pump Station and associated force main with a gravity pipe. The project was completed in Spring 2024. The Hiller Gravity Pipe Replacement Project was constructed in summer 2022. The Hiller Sanitary Sewer Pump Station has been designed as part of the development at Old County Road and is anticipated for construction in 2025; City will be responsible for constructing these improvements.

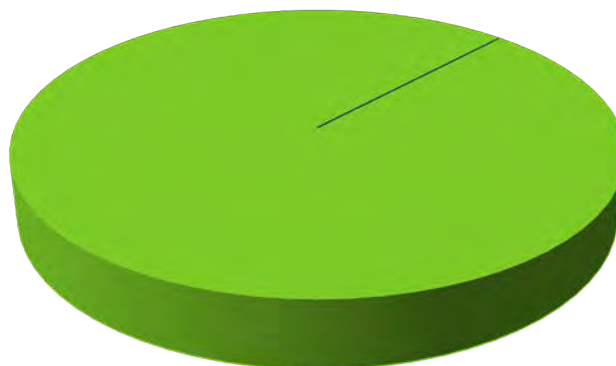


Many of Belmont's sewer pipelines were installed 50 to 90 years ago, and are in need of rehabilitation, replacement or upsizing. In addition, the pump stations and force mains are also in need of rehabilitation. The estimated costs of this work are noted on the following page. These costs exclude the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

Public Works is nearing completion of 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 for the next 20-year horizon. 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.

City Council has adopted a policy to fully fund sewer infrastructure from sewer fees. Public Works will also be implementing improved sewer lateral transfer of title and fats, oils, and grease policies and ordinances in the coming fiscal year.

SEWERS FUNDING LEVEL



■ Funded ■ Unfunded

Deferred Capital Maintenance - Sewers

SEWER CAPITAL IMPROVEMENT PROJECTS	
Sources:	
Sewer Fees (including Developer Contributions)	24,964,300
Total Sources	24,964,300
Uses:	
Sewer Gravity	
Residential Gravity Replacement	8,095,800
Subtotal Sewer Gravity	8,095,800
Pump Stations	
Island Parkway Pump Station Rehabilitation	3,083,640
San Juan Pump Station Rehabilitation	2,774,653
Subtotal Pump Stations	5,858,293
Sewer Capacity Improvement Projects	
Sewer Rehabilitation - Annual	400,000
HIA Sewer Service Annexation	7,572,320
CCIP 3	139,818
CCIP 6	1,070,400
CCIP 7	259,200
CCIP 8	710,829
Sports Complex FM	103,040
Hiller FM	754,600
Subtotal Sewer Capacity Improvement Projects	11,010,207
Total Uses	24,964,300

Deferred Capital Maintenance - Facilities

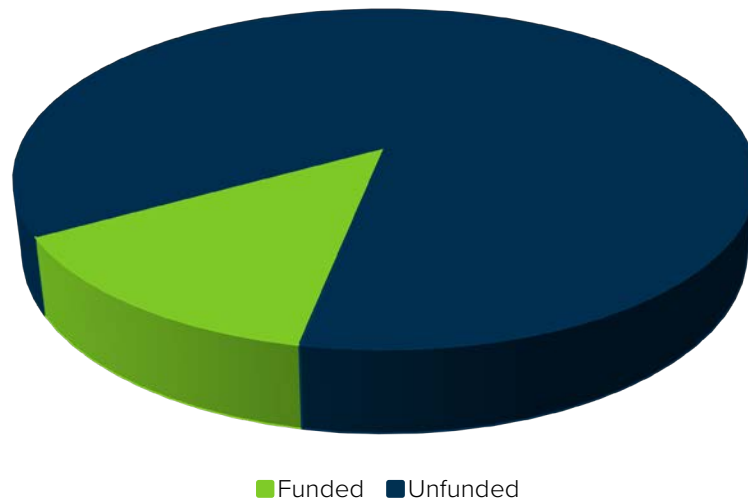
The City of Belmont manages over 160,000 square feet of built space in facilities spread across the City and constructed over a period of over 100 years. The facilities require considerable investment to ensure continued use and resolve deferred maintenance issues, including:

- **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 has been approved, and community engagement about needs is underway;
- **Belmont Library**, built in 2006, is a heavily used facility, requires constant maintenance, and is due for carpet replacement and repainting;
- **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.
- **Belmont Sports Complex Conference Center** requires a new HVAC system.



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



Deferred Capital Maintenance - Facilities

FACILITIES CAPITAL IMPROVEMENT PROJECTS

Sources:

Library Maintenance & Operating Fund Balance	203,162
General Facilities Fund Balance	58,599
Facilities Management Fund (non-recurring)	480,000
Belmont Fire Protection District Reserve Set-Aside	11,250,000
Total Sources	11,991,761

Uses:

Facilities

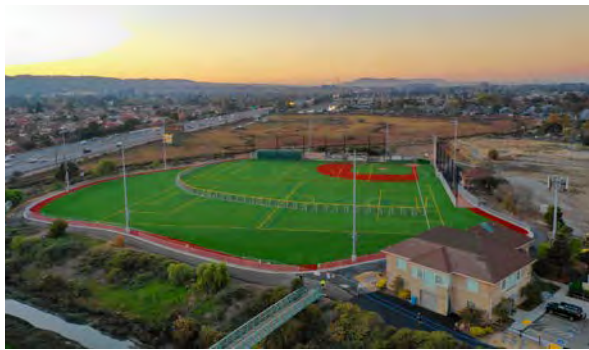
New Belmont Community Center - Construction of building plus amenities	72,000,000
Fire Station 15 - Demolition and Replacement	14,500,000
City Hall Carpet Flooring Replacement	100,000
TPSCC & Lodge Restroom Renovations	200,000
TPSCC Flooring Replacement	50,000
Recreation Facilities Improvements	230,000
McDougal Field Improvements	100,000
Belmont Sports Complex Lighting - South & Marina Fields	220,000
Total Uses	87,400,000

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.

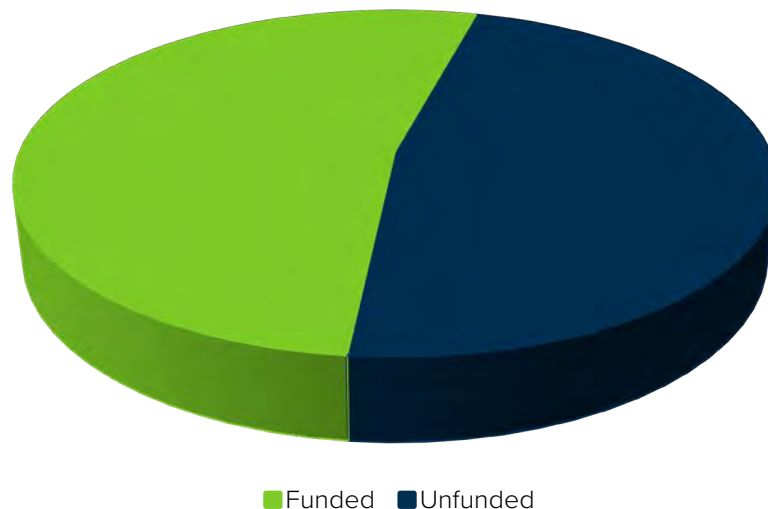


Belmont’s athletic fields are in need of renewal. The irrigation systems are antiquated, require constant repair, and should be replaced. The heavily used natural turf suffers from broad leaf weeds, seasonal climate impacts, and gophers. The turf at the Belmont Sports Complex was replaced in 2020 to reduce maintenance, improve the environment, and provide extended all-weather playing surface.



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 has assessed and prioritized these improvements. Park capital funding is subject to new development projects. Consequently, existing park facilities have little to no recurring funding, and are dependent upon the City’s General Fund in the event of failure.

PARKS FUNDING LEVEL



Deferred Capital Maintenance - Parks

PARKS CAPITAL IMPROVEMENT PROJECTS	
Sources:	
Planned Park In-Lieu Fees 5-Year Projection	58,060
Park Impact Fees 5-Year Projection	5,780,245
Athletic Field Maintenance Fees 5-Year Projection	851,501
Total Sources	6,689,806
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, and Picnic Area Improvements, Plan Updates	485,000
BSC Turf Replacement	5,000,000
Cipriani Park Design and Construction	500,000
PROS Plan Phase 1 Implementation	625,000
Public Art Installation	150,000
Subtotal Parks	12,140,000
Open Space	
Open Space Trail Improvements	90,000
Fuel Reduction Project	525,000
Subtotal Open Space	615,000
Total Uses	12,755,000

CIP Unfunded Project Listing

DIVISION	PROJECT NAME	FY 2023-24	FY 2024-25
Parks	City and School District Athletic Fields (Fox, Ralston, McDougal, Cipriani, Nesbit, Central): Improvements to Irrigation, Turf, and Amenities	-	-
Parks	Twin Pines Park/Parks Master Plan – Creekside Restoration, Circulation Improvements, Picnic Area Improvements, and Plan Updates	-	242,500
Parks	Parks Recreation and Open Space (PROS) Plan Implementation Projects	-	250,000
Parks	Cipriani Park Construction	-	-
Parks	BSC Turf Replacement	-	-
Open Space	Trail Maintenance, Erosion Control, and Fire Prevention Projects	-	20,000
Facilities	Barrett Community Center – Construction of building plus amenities	-	500,000
Facilities	Manor Building Fire Sprinklers, & Lighting	-	-
Facilities	Twin Pines Cottage Repairs & Bracing for Lower Level	-	-
Facilities	Twin Pines Creekside Studio – Demolishment	-	-
Facilities	Twin Pines Lodge, Paint, Roof Repairs	-	-
Facilities	Fire Station 15 – Demolition and Replacement	-	-
Storm	Harbor Blvd Belmont Creek Bypass	-	-
Storm	Phase 2 Belmont Creek Restoration	-	-
Storm	Phase 2 Detention Basin	-	-
Storm	Storm Drain Master Plan CIP	-	-
Streets	64 Lantern-Style Fixtures with Direct Burial Wood Poles	-	125,000
Streets	Streetlight Steel Pole Replacements	-	-
Streets	Preventative Maintenance and Rehabilitation Backlog	-	33,008,945
Streets	Priority Locations	-	700,000
Total		-	34,846,445

CIP Unfunded Project Listing

FY 2025-26	FY 2026-27	FY 2027-28	FIVE-YEAR TOTAL	UNFUNDED 5+ YEARS
1,076,000	1,076,000	1,076,000	3,228,000	2,152,000
242,500	-	-	485,000	-
300,000	-	-	550,000	-
-	-	-	-	3,000,000
-	-	-	-	5,000,000
20,000	20,000	20,000	80,000	20,000
500,000	-	10,000,000	11,000,000	61,000,000
-	-	-	-	55,000
-	-	-	-	88,000
-	-	-	-	200,000
-	-	-	-	100,000
-	-	-	-	14,500,000
-	2,500,000	40,000,000	42,500,000	-
5,000,000	-	-	5,000,000	-
-	5,000,000	5,000,000	10,000,000	-
2,000,000	2,000,000	2,000,000	6,000,000	-
125,000	125,000	125,000	500,000	-
-	-	-	-	2,930,000
490,837	738,264	588,537	34,826,583	948,925
800,000	900,000	1,000,000	3,400,000	5,000,000
10,554,337	12,359,264	59,809,537	117,569,583	94,993,925





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 Annual Comprehensive 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 the use of resources. For programs with multiple funding sources, the City prioritizes and expends funds in the following order:

Financial Policies

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. 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 facilities 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 the 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 capital projects fund appropriations are valid for the life of the projects. 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. Unencumbered operating appropriations lapse at year end, while capital improvement appropriations are carried over to subsequent years until projects are completed.

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 with a target amount equal to at least 33% of the annual General Fund operating expenditure budget.

Status **Met. FY 2022-23 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 assessed valuation due to non-residential new 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 2024-25. The adjustment factors utilized for the fiscal year 2024-25 calculation include the growth in the assessed valuation due to non-residential new construction within the City, 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 2024-25		AMOUNT	SOURCE
A	Last Year's Limit	22,020,940	FY 2023-24 Limit
B	Adjustment Factors		
	1. Population	0.9950	CA Dept. of Finance
	2. Inflation	1.0510	SM County Assessor
		1.0457	B1*B2
	Total Adjustment %	0.0457	B1*B2-1
C	Annual Adjustment	1,007,348	A*B
D	This Year's Limit	23,028,288	A+C

BELMONT FIRE PROTECTION DISTRICT APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024-25		AMOUNT	SOURCE
A	Last Year's Limit	14,038,988	FY 2023-24 Limit
B	Adjustment Factors		
	1. Population	0.9950	CA Dept. of Finance
	2. Inflation	1.0510	SM County Assessor
		1.0457	B1*B2
	Total Adjustment %	0.0457	B1*B2-1
C	Annual Adjustment	642,214	A*B
D	This Year's Limit	14,681,202	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 2023-24 assessed value, and the corresponding table includes historical values.

CITY OF BELMONT LEGAL BONDED DEBT MARGIN FOR FISCAL YEAR 2023-24	
Assessed Valuation	
Secured property assessed value, net of exemptions	9,660,857,176
Bonded Debt Limit	
3.75% of assessed value	362,282,144
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	362,282,144

Source: San Mateo County Assessor 2023-24 Combined Tax Rolls

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
2013-14	190,308,976	-	190,308,976	-
2014-15	200,849,889	-	200,849,889	-
2015-16	214,199,749	-	214,199,749	-
2016-17	230,075,502	-	230,075,502	-
2017-18	246,378,145	-	246,378,145	-
2018-19	264,366,934	-	264,366,934	-
2019-20	284,140,706	-	284,140,706	-
2020-21	302,531,239	-	302,531,239	-
2021-22	315,395,096	-	315,395,096	-
2022-23	343,075,522	-	343,075,522	-
2023-24	362,282,144	-	362,282,144	-

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
2024-25	435,000	195,931	596,729	71,271	990,000	1,496,195	1,140,000	1,048,284
2025-26	460,000	170,200	609,489	58,511	1,035,000	1,445,571	1,175,000	1,011,286
2026-27	485,000	143,031	622,522	45,478	1,090,000	1,392,447	1,212,000	972,943
2027-28	515,000	114,281	635,757	32,243	1,145,000	1,348,271	784,000	938,162
2028-29	545,000	83,806	649,427	18,573	1,175,000	1,313,896	814,000	907,019
2030-2034	1,185,000	69,144	329,314	4,686	6,535,000	5,881,889	3,812,000	4,058,378
2035-2039	-	-	-	-	7,885,000	4,520,531	3,720,000	3,184,500
2040-2044	-	-	-	-	9,495,000	2,863,287	4,745,000	2,131,375
2045-2049	-	-	-	-	7,255,000	958,363	6,060,000	787,500
2050	-	-	-	-	1,065,000	26,625	-	-



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
Increase funding for temporary staffing to support Information Technology services.	Administrative Services
Add funding to support Diversity, Equity and Inclusion training and cultural events.	City Manager
Increase per diem staff funding to support site supervision at the Barrett Community Center.	Parks and Recreation
Increase two Teacher positions, each from 0.75 FTE to 1.0 FTE, to maintain levels of service and succession planning.	Parks and Recreation
Increase overtime funding to support community events performed by Parks & Facilities maintenance staff.	Parks and Recreation
Add funding to replace small equipment/supplies used to support year-round Special Events.	Parks and Recreation
Increase funding to rent 2 additional classrooms from the Belmont-Redwood Shores School District to support afterschool enrichment programs. Cost to be partially offset by programming fees.	Parks and Recreation
Add funding to update the curriculum and supplies at the Belmont Community Learning Center.	Parks and Recreation
Increase funding to support additional senior programs and events.	Parks and Recreation
Increase funding to support trainings and professional development for Parks & Facilities staff.	Parks and Recreation
Increase per diem staff funding to provide for 2 reserve per diem Police Officer positions.	Police
Fully fund a previously approved 1.0 FTE Police Dispatcher position to serve as the City's Public Safety Access Point (PSAP) for all emergency communications.	Police
Add funding to purchase one (1x) Unmanned Aircraft System (sUAS - Drone) to support police operations.	Police
Add funding to purchase Automated License Plate Readers (ALPRs) to enhance investigative capabilities.	Police
Add funding to replace existing Mobile Command Center, which is used as a backup communications center and mobile command post for critical incidents.	Public Works; Belmont Fire Protection District

Operating Changes

FUND	FY 2024-25 PERSONNEL HEADCOUNT	FY 2024-25 AMOUNT
Fleet and Equipment Management	-	100,000
General Fund	-	40,000
Recreation	-	19,531
Recreation	0.5	39,149
General Fund	-	4,000
Recreation	-	6,500
Recreation	-	19,000
Recreation	-	15,000
Recreation	-	46,800
General Fund	-	20,000
General Fund	-	43,323
General Fund	-	80,761
General Fund	-	7,500
General Fund	-	36,800
Fleet & Equipment Management; Belmont Fire Protection District	-	80,000
Total	0.50	558,364

Budget Adoption Documentation

RESOLUTION NO. 2024-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT ADOPTING FISCAL YEAR 2024-25 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 Planning Commission adopted a resolution finding the projects in the FY 2024-25 Capital Improvement Program (CIP) were consistent with the Belmont General Plan and Belmont Village Specific Plan (BVSP); 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 2023-24 budget document; and,

WHEREAS, the State continues to threaten and underfund property tax in lieu of vehicle license fees (VLF), making this major revenue source increasingly vulnerable. The General Fund long-term forecast reflects use of General Fund reserves 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% over a ten-year forecast; and,

WHEREAS, the City has implemented a number of cost saving strategies, however, cost saving strategies are short-term and further cost cutting measures would impact maintenance of City services and quality of life. Long-term economic uncertainty makes local control over City revenue sources and diversifying those sources more important than ever to ensure long-term fiscal sustainability and allows Belmont to be self-reliant into the future; and,

WHEREAS, the City Council has held public hearings on the programs and fiscal policies to obtain public comments regarding the budget document.

NOW, THEREFORE, the City Council of the City of Belmont resolves as follows:

SECTION 1. The recitals above are true and correct.

Budget Adoption Documentation

SECTION 2. The revenue, appropriations and CIP budgets for Fiscal Year 2024-25 are adopted as shown in the following table:

FY 2024-25		REVENUES	OPERATING INTERFUND TRANSFERS IN	OPERATING INTERFUND TRANSFERS OUT	EXPENDITURES	
Fund #	Fund Name				Operating	CIP
General Funds						
101	General Fund	30,260,991	1,204,633	4,500,000	26,578,220	200,000
102	Measure I	2,473,518	-	-	-	3,606,708
General Funds Total		32,734,509	1,204,633	4,500,000	26,578,220	3,806,708
Special Revenue Funds						
205	Recreation	2,635,300	1,500,000	-	4,085,100	-
206	Library Maintenance & Operation	341,652	-	-	472,458	-
207	Athletic Field Maintenance	164,530	-	-	143,800	-
208	City Trees	20,290	-	-	76,280	-
209	Parks and Recreation Donations	10,530	-	-	9,500	-
210	Development Services	5,882,940	1,000,000	-	6,970,292	-
212	General Plan Maintenance	503,430	-	-	1,349,975	-
225	Public Safety Grants	1,170	-	-	9,000	-
227	Supplemental Law Enforcement	174,831	-	-	87,110	-
231	Street Maintenance	1,159,056	1,500,000	-	2,598,760	-
232	Road Maintenance & Rehabilitation Account Street Project	750,975	-	-	-	1,410,000
233	Measure W	489,773	-	-	-	2,000,000
234	Street Improvement	1,518,657	-	-	69,563	345,380
237	Traffic Impact	32,069	-	-	-	-
239	Public Art	21,521	-	-	-	10,000
275	Affordable Housing	226,828	-	-	1,451,567	-
277	Inclusionary Housing	146,140	-	-	-	-
Special Revenue Funds Total		14,079,692	4,000,000	-	17,323,405	3,765,380

Budget Adoption Documentation

Capital Projects Funds						
308	General Facilities ¹	27,870	-	79,393	7,076	-
310	Infrastructure Repair ¹	87,590	-	1,125,240	-	-
312	Comcast	15,450	-	-	-	-
341	Planned Park	58,060	33,299	-	672,063	-
342	Park Impact Fees	44,234	-	-	-	268,000
343	Open Space ¹	3,710	-	33,299	-	-
399	Capital Improvement Projects	5,956,398	-	-	-	5,861,248
704	Special Assessment District	12,030	-	-	-	-
Capital Projects Funds Total		6,205,342	33,299	1,237,932	679,139	6,129,248
Debt Service Fund						
406	Library Bond Debt Service	696,817	-	-	681,615	-
Debt Service Funds Total		696,817	-	-	681,615	-
Enterprise Funds						
501-503	Sewer Collections	17,934,325	-	6,330,546	10,259,499	6,835,373
505	Sewer Connection Fees ²	48,099	5,830,546	-	-	3,555,029
507	Sewer Treatment Facility	3,308,730	-	-	5,349,705	-
525	Storm Drainage	1,095,242	1,000,000	-	2,059,993	500,000
530	Solid Waste	689,277	-	-	608,366	-
Enterprise Funds Total		23,075,673	6,830,546	6,330,546	18,277,563	10,890,402
Internal Service Funds*						
570	Workers' Compensation	940,312	-	-	852,007	-
571	Liability Insurance	915,030	-	-	1,327,402	-
573	Fleet and Equipment Management	5,324,334	-	-	6,299,107	250,000
574	Facilities Management	3,032,927	-	-	2,604,172	480,000
575	Benefit Prefunding	1,510,237	-	-	1,585,849	-
Internal Service Funds Total		11,722,840	-	-	12,668,537	730,000
City		77,616,802	12,068,478	12,068,478	63,539,942	25,321,738
223	Belmont Fire Protection District	18,684,389	-	-	13,545,524	70,000
Total Citywide		96,301,191	12,068,478	12,068,478	77,085,466	25,391,738

* Internal service charges and operating expenses from Internal Service Funds are not included in totals.

¹ Fund to be closed after all remaining Capital Improvement Plan commitments are expended.

² New Fund being separated out from the Sewer Collections Fund beginning fiscal year 2024-25.

Budget Adoption Documentation

SECTION 3. The General Fund reserve policy reflects a change to remove the \$5 million minimum, which is static and would not grow with time, and keep the 33% or four months of annual General Fund operating expenditure budget reserve target policy, which would grow with time and is above the Government Finance Officers Association's best practice recommendation of a reserve target of at least two months of operating expenditures.

SECTION 4. The City's Permanent Staffing Plan is established by position and classification at 144.75 full time equivalent positions for FY 2024-25. 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 5. The City Council authorizes the City Manager to correct minor drafting inaccuracies to effectuate the implementation of the FY 2023-24 Budget.

* * *

ADOPTED June 11, 2024 by the City of Belmont City Council by the following vote:

Ayes: Hurt, McCune, Latimerlo, Mates

Absent: Pang-Maganaris

ATTEST:




City Clerk



Mayor

APPROVED AS TO FORM:



City Attorney

Budget Adoption Documentation

RESOLUTION NO. 2024-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BELMONT FIRE PROTECTION DISTRICT ADOPTING FISCAL YEAR 2024-25 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 (FY) revenue, appropriation, and permanent staffing plan for the District is expressed in the in the FY 2024-25 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 Planning Commission adopted a resolution finding the projects in the FY 2024-25 Capital Improvement Program (CIP) were consistent with the Belmont General Plan and Belmont Village Specific Plan (BVSP); and,

WHEREAS, the Board has held public hearing 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, appropriations, and CIP budgets for FY 2024-25 are adopted as shown in the following table:

FY 2024-25		REVENUES	EXPENDITURES	
Fund #	Fund Name		Operating	CIP
223	Belmont Fire Protection District	18,684,389	13,545,524	70,000

* * *

Budget Adoption Documentation

ADOPTED June 11, 2024 by the City of Belmont City Council by the following vote:

Ayes: McCune, Hurt, Latimerlo, Mates

Absent: Pang-Maganaris

ATTEST:



Board Secretary



Board President

APPROVED AS TO FORM:



District Counsel

Budget Adoption Documentation

RESOLUTION NO. 2024-46

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 2024-25 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 2024-25.

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.

* * *

Budget Adoption Documentation

ADOPTED June 11, 2023 by the City of Belmont City Council by the following vote:

Ayes: McCune, Hurt, Latimerlo, Mates

Absent: Pang-Maganaris

ATTEST:




City Clerk



Mayor

APPROVED AS TO FORM:



City Attorney

Budget Adoption Documentation

RESOLUTION NO. 2024-47

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT MAKING FISCAL YEAR 2024-25 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:

Adjustment Type	Description	Amount
Consumer Price Index (CPI)	Applied annually to fees not specifically based on level of effort as well as park impact, traffic impact, and housing mitigation fees (in accordance with respective ordinances).	3.8%
Hourly Rate	Updated annually to reflect increases and decreases in productive hourly rates for services provided; varies by department.	Varies
Building Permit and Development Review Fees	Updated annually to reflect increase or decrease in building valuation fees based on a five-year average of operating costs.	7.3%
Level of Effort	Applied to reflect increase or decrease in level of effort to complete one unit of service.	Varies

WHEREAS, the City Council desires to have all fees located in one document; and,

WHEREAS, the City Council held a public hearing on June 11, 2024 and heard all objections or protests on the proposed fees; and,

WHEREAS, the City Clerk caused notice of the hearing to be published twice in a newspaper of general circulation in the City of Belmont, and the hearing was held at least 10 days after the first publication.

NOW, THEREFORE, the City Council of the City of Belmont resolves as follows:

SECTION 1. The proposed Fiscal Year 2024-25 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 11, 2023 by the City of Belmont City Council by the following vote:

Ayes: McCune, Hurt, Latimerlo, Mates

Absent: Pang-Maganaris

ATTEST:

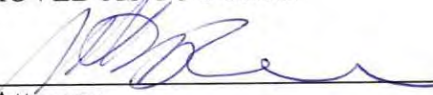


City Clerk



Mayor

APPROVED AS TO FORM:



City Attorney

Budget Adoption Documentation

RESOLUTION NO. 2024-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT ESTABLISHING THE CITY OF BELMONT'S APPROPRIATION LIMIT FOR FISCAL YEAR 2024-25

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 2024-25 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 2024-25 shall be \$23,028,288, as documented in Exhibit A, attached hereto and incorporated herein by reference.

SECTION 2. The inflation factor being utilized to calculate the fiscal year 2024-25 appropriations limit is the growth in the assessed valuation due to non-residential new construction within the City.

SECTION 3. The population factor being utilized to calculate the fiscal year 2024-25 appropriations limit is the County of San Mateo's population growth provided by the State of California Department of Finance.

* * *

ADOPTED June 11, 2024 by the City of Belmont City Council by the following vote:

Ayes: McCune, Hurt, Latimerlo, Mates

Absent: Pang-Maganaris

ATTEST:




City Clerk



Mayor

APPROVED AS TO FORM:



City Attorney

Budget Adoption Documentation

EXHIBIT A
to
Resolution 2024-45

Gann Appropriate Limit Calculation

City of Belmont Appropriations Limit for Fiscal Year 2024-25		Amount	Source
A	Last Year's Limit	22,020,940	FY 2023-24 Limit
B	Adjustment Factors		
	1. Population	0.9950	CA Dept. of Finance
	2. Inflation	1.0510	SM County Assessor
		1.0457	B1*B2
	Total Adjustment %	0.0457	B1*B2-1
C	Annual Adjustment	1,007,348	A*B
D	This Year's Limit	23,028,288	A+C

Budget Adoption Documentation

RESOLUTION NO. 2024-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BELMONT FIRE PROTECTION DISTRICT ESTABLISHING THE DISTRICT'S APPROPRIATION LIMIT FOR FY 2024-25

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 2024-25 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 Board of Directors of the Belmont Fire Protection District resolves as follows:

SECTION 1. The Appropriations Limit for the Belmont Fire Protection District for fiscal year 2024-25 shall be \$14,681,202, as documented in Exhibit A, attached hereto and incorporated herein by reference.

SECTION 2. The inflation factor being utilized to calculate the fiscal year 2024-25 appropriations limit is the growth in the assessed valuation due to non-residential new construction within the City.

SECTION 3. The population factor being utilized to calculate the fiscal year 2024-25 appropriations limit is the County of San Mateo's population growth provided by the State of California Department of Finance.

* * *

ADOPTED June 11, 2024 by the City of Belmont City Council by the following vote:


Ayes: McCune, Hurt, Latimerlo, Mates

Absent: Pang-Maganaris

ATTEST:



Board Secretary



Board President

APPROVED AS TO FORM:



District Counsel

Budget Adoption Documentation

EXHIBIT A
to
Resolution 2024-04

Gann Appropriate Limit Calculation

Belmont Fire Protection District Appropriations Limit for Fiscal Year 2024-25		Amount	Source
A	Last Year's Limit	14,038,988	FY 2023-24 Limit
B	Adjustment Factors		
	1. Population	0.9950	CA Dept. of Finance
	2. Inflation	1.0510	SM County Assessor
		1.0457	B1*B2
	Total Adjustment %	0.0457	B1*B2-1
C	Annual Adjustment	642,214	A*B
D	This Year's Limit	14,681,202	A+C

