

**CITY OF BELMONT
CITY COUNCIL AND BELMONT FIRE
PROTECTION DISTRICT BOARD OF
DIRECTORS**



www.belmont.gov

CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, January 11, 2022

7:00 PM

City Council Chambers

City Hall, One Twin Pines Lane, Belmont, California

TELECONFERENCE PARTICIPANTS

Councilmembers will participate by teleconference under Government Code Section 54953(e), and City Council Resolution 2021-104. All votes shall be by roll call.

The meeting will be broadcast live to Belmont residents on Comcast Cable Channel 27, streamed live via the City's website at www.Belmont.gov. The public may also attend the meeting in the City Council Chambers and address the council from the chambers. Social distancing must be practiced, and seating will be limited.

PUBLIC COMMENT:

To maximize time for live public comment, we encourage members of the public to provide comments by joining the City Council meeting via Zoom: For web, visit <https://belmont.gov.zoom.us/> select "Join" and enter Meeting ID: 95745673035. Use the **Raise Hand** feature to request to speak. You may rename your profile if you wish to remain anonymous.

For dial-in comments, call *67 1-(669) 900-6833 (your phone number will appear on the live broadcast if *67 is not dialed prior to the phone number), enter Meeting ID: 95745673035, and press *9 to request to speak. All public comments are subject to a 3-minute time limit unless otherwise determined by the Mayor.

If you wish to submit written public comment, you may send an email to cclerk@belmont.gov before the council considers the item. Please indicate the agenda item topic or agenda item number you wish to comment on in your email's subject line. Any public comment regarding agenda items that are received from the publication of the agenda through the meeting date will be made part of the meeting record, but will not be read during the Council meeting.

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. REPORT FROM CLOSED SESSION**
- 4. SPECIAL PRESENTATIONS**

A. San Mateo County Public Library Annual Report

B. Belmont Strategic Communications and Community Engagement Update

Recommendation: This presentation will serve as brief update on the Belmont Strategic Communications and Community Engagement efforts since implementation. No action is required.

Attachment(s):

[Communications Strategic Plan Update - Staff Report.pdf](#)

5. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

This portion of the meeting is reserved for persons wishing to address the Body on any City matter not on the agenda. The period for public comment at this point in the agenda is limited to 15 minutes, with a maximum of 3 minutes per speaker. Speakers who requested but did not receive an opportunity to speak during this comment period will be given an opportunity to address the Body later in the meeting. State law prohibits the Body from acting on non-agenda items.

6. COUNCILMEMBER ANNOUNCEMENTS

7. CONSENT BUSINESS

Consent business items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion on these items unless a member or staff request specific items to be removed for separate action. The City Attorney will read the title of ordinances to be adopted.

A. Monthly Financial Report

Recommendation: Receive November 2021 Financial Report

Attachment(s):

[Monthly Financial Report November 2021](#)

B. Continuation of Fully Virtual Meetings Jan-Feb 2022

Recommendation: Adopt a resolution (1) finding that as a result of the COVID-19 statewide emergency, meeting in person would present imminent risks to the health or safety of attendees of council and citizen advisory body meetings, and that local officials continue to recommend measures to promote social distancing, and (2) directing the Council's Citizen Advisory Bodies to make consistent findings.

Attachment(s):

[Continuation of Fully Virtual Meetings Jan - Feb 2022 - Staff Report](#)

[Continuation of Fully Virtual Meetings Jan - Feb 2022 - Resolution](#)

C. Second Amendment to and Restatement of the JPA Establishing the Peninsula Traffic Congestion Relief Alliance

Recommendation: Approve the Second Amendment to and the Restatement of the Joint Powers Agreement for the Peninsula Traffic Congestion Alliance (Alliance) and authorize the Mayor to execute the agreement.

Attachment(s):

[2nd Amendment to and Restatement of the JPA Establishing the Peninsula Traffic Congestion Relief Alliance - Staff Report](#)

[2nd Amendment to and Restatement of the JPA Establishing the Peninsula Traffic Congestion Relief Alliance - Resolution](#)

8. PUBLIC HEARINGS

A. First Public Hearing for Transition from At-Large Elections to By District Elections for Council Seats and At Large Mayor

(Hearing will begin at 7:30 p.m.)

Recommendation: Receive presentation from City's Consultant Districting Partners on a range of topics to facilitate a process of public education and involvement in a transparent and fair districting process.

Attachment(s):

[Transition from At-Large Elections to By District Elections for Council Seats - Staff Report.](#)

[City of Belmont Districting 101 Presentation](#)

B. Issuance of Tax-Exempt Revenue Bonds by the California Municipal Finance Authority for the Benefit of IH Three21 Belmont, LLC

Recommendation: 1. Conduct the public hearing under the requirements of the Tax Equity and Fiscal Responsibility Act ("TEFRA") and the Internal Revenue Code of 1986, as amended (the "Code").

2. Adopt a resolution approving the issuance of tax-exempt revenue bonds by the CMFA for the benefit of IH Three21 Belmont LLC (the "Borrower") to provide financing for the Three21 @ Belmont affordable housing project located at 301-321 Oxford Way.

Person's wishing to make public comment on this item are instructed to dial 1-844-854-2222

Attachment(s):

[TEFRA Bond Hearing Staff Report](#)

[TEFRA Bond Hearing - Resolution](#)

9. GENERAL BUSINESS

General Business items are considered separately, typically in the order listed. The chair will call for public comment on each item when the body considers the item.

A. Review of Belmont General Plan Housing Element Update and Housing Development Projects

Recommendation: Receive update on Belmont General Plan Housing Element 2023-2030 update process and review of housing development projects.

Attachment(s):

[Housing Element Update - Staff Report](#)

[Housing Element Update - Housing Development Activity](#)

10. BRIEF VERBAL REPORTS FROM MEMBERS AND STAFF

1. Verbal report from Councilmembers on Intergovernmental (IGR) and Subcommittee Assignments
2. Verbal report from City Manager

11. MATTERS OF INTEREST/CLARIFICATION

Items in this category are for discussion and direction to staff only. However, Council/Board may take final action on an item if there is no need for additional staff analysis.

A. Council Intergovernmental Assignments for Calendar Year 2022

Recommendation: The City Council should review and make changes to City Council Intergovernmental Assignments for calendar year 2022 as necessary.

Attachment(s):

[Council Intergovernmental Assignments for 2022 Staff Report](#)
[Council IGR Assignments 2021](#)

12. ADJOURNMENT

If you need assistance to participate in this meeting, please contact the City Clerk at (650) 595-7413. The speech and hearing-impaired may call (650) 637-2999 for TDD services. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Meeting information can also be accessed via the internet at: www.belmont.gov. All staff reports will be posted to the web in advance of the meeting, and any writings or documents provided to a majority of the City Council/District Board or Commission regarding any item on this agenda will be made available for public inspection in the City Clerk's Office, One Twin Pines Lane, during normal business hours and at the Council Chambers at City Hall, Second Floor, during the meeting.



STAFF REPORT

Meeting Date: January 11, 2022
Agency: City of Belmont
Staff Contact: Jozi Plut City Clerk/Communications Coordinator, jplut@belmont.gov 650-595-7414
Agenda Title: Belmont Strategic Communications and Community Engagement Update
Agenda Action: For Information Only

Recommendation

This presentation will serve as brief update on the Belmont Strategic Communications and Community Engagement efforts since implementation. No action is required.

Strategic Focus Area

Quality of Life

Background

On March 11, 2020, the City Council and City's Executive Leadership team participated in a community visioning and strategic planning workshop. One of the City Council's goals and objectives was to establish more consistent community outreach and engagement efforts in the form of a Strategic Communications Plan and implementation. The City selected JPW Communications to consult with the City on this process. The firm engaged in an extensive research phase and provided a report with findings and recommendations. On August 25, 2020, JPW provided an update on the Belmont Strategic Communications and Community Engagement efforts, including recommendations for the plan and ongoing outreach. At a September 22, 2020 City Council Study Session, JPW provided a draft plan containing the first two phases of the Belmont Strategic Communications and Community Engagement Plan. The session was designed to present the key message platform and gather City Council feedback in order to inform the final portion of the plan.

Analysis

In January 2021, Belmont City Council approved a 2020-2025 Strategic Communications Plan to focus and engage on the City's five strategic focus areas:

- Economic Development & Housing
- Fiscal & Organizational Stability
- Infrastructure & Mobility
- Public Safety
- Quality of Life

Implementation of the plan began in July 2021. Since implementation, the City has accomplished several of the key recommendations from the Strategic Communications Plan including developing a Belmont brand that is used consistently, producing branded creative content that is implemented across City



platforms, creating compelling community campaigns and providing consistent content, to residents and stakeholders. Additionally, outreach efforts and themes are outlined in a master content calendar, and an internal community information network has been established with the city departments to coordinate a consistent engagement.

In collaboration with JPW, staff updated and implemented various tools of communication to the public including reorganizing the City's social media to reflect consistent, timely, and relevant messaging. The City's website, notifications, and newsletter delivery are also in process of being further improved.

Alternatives

1. Not Applicable

Attachments

- A. Community Engagement Efforts Presentation

Fiscal Impact

- ☒ No Fiscal Impact

Source:

Staff

Purpose:

Council Vision/Priority

Public Outreach:

Posting of Agenda



HIGHLIGHTS

PERFORMANCE AT A GLANCE REPORT

- General Fund balance increased compared to prior YTD
- COVID-19 has negatively impacted revenue stream related to taxes

BUDGET VARIANCE REPORT

- Management Discussion & Analysis
- Tax Trends

FUND RECAP AT A GLANCE REPORT

Increasing Fund Balance to PY:

- General Fund
- Measure I
- Sewer Collection System
- Sewer Treatment
- Fleet & Equipment Management

Decreasing Fund Balance to PY:

- Planned Park
- Storm Drainage
- Infrastructure

CASH DISBURSEMENTS & PURCHASE ORDER ACTIVITY REPORT

- Amounts equal to and above \$5,000

This report contains financial information which has not been reviewed or audited by an independent auditor, does not reflect the application of generally accepted accounting principles in all instances and is subject to future revision. This report has not been prepared with a view to informing an investment decision in any of the City's bonds, notes or other obligations. Any projections, plans or other forward-looking statements included in this report are subject to a variety of uncertainties that could cause any actual plans or results to differ materially from any such statement. The information herein is not intended to be used by investors or potential investors in considering the purchase or sale of the City's bonds, notes or other obligations and investors and potential investors should rely only on information filed by the City on the Municipal Securities Rulemaking Board's Electronic Municipal Market Access System for municipal securities disclosures and website, maintained on the World Wide Web at <https://emma.msrb.org/>

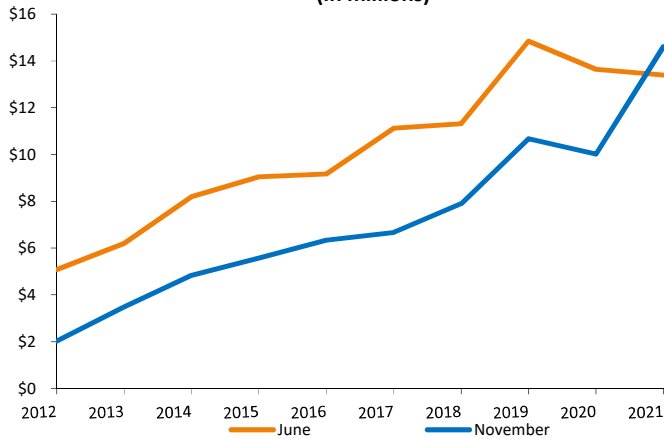
These financial reports are designed to provide a general overview of the City of Belmont's interim finances. Questions concerning any information provided in these reports should be addressed to financedept@belmont.gov or for additional information regarding the City's financial activities, including past award winning audited financial statements, transparency efforts and best practices please visit the City at www.belmont.gov.



City of Belmont
Performance at a Glance
Results for the Period Ended November 30, 2021
 (000's)



General Fund Balance Trend
 (in millions)



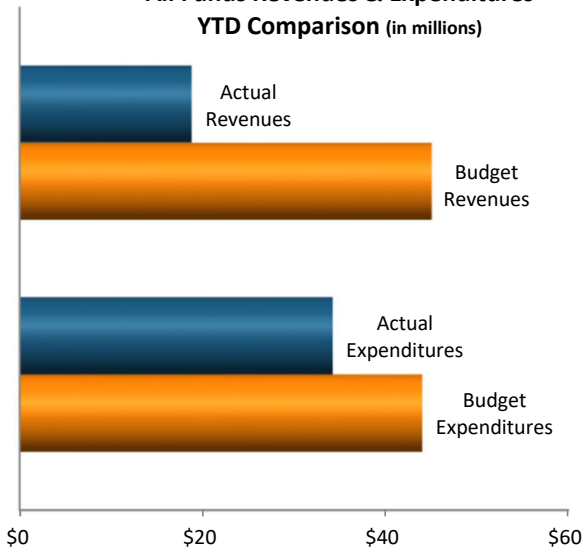
General Fund Balance Trends*

6/30/2012	\$5,085	Audited
6/30/2013	\$6,200	Audited
6/30/2014	\$8,204	Audited
6/30/2015	\$9,049	Audited
6/30/2016	\$9,177	Audited
6/30/2017	\$11,128	Audited
6/30/2018	\$11,325	Audited
6/30/2019	\$14,846	Audited
6/30/2020	\$13,637	Audited
6/30/2021	\$13,398	Audited

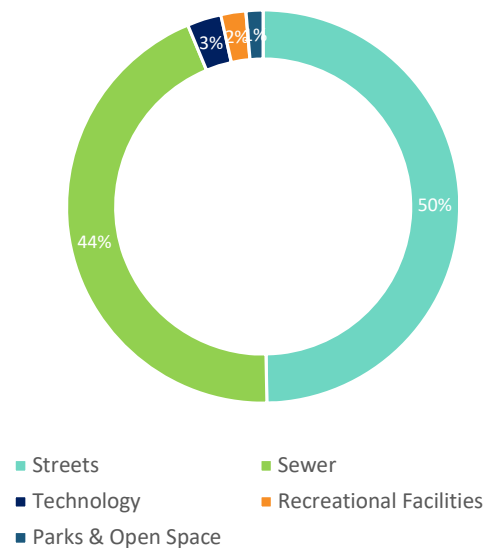
11/30/2021 **\$14,613** **Unaudited**

* excludes Measure I

All Funds Revenues & Expenditures
YTD Comparison (in millions)



Capital Improvement Plan



General Fund

The General Fund balance is \$14.6 million, a \$1.2 million increase compared to amount at the prior fiscal year end. The increase compared to the 6/30/21 balance was primarily due to the receipt of \$3.2 million in ARPA Federal Coronavirus State and Local Fiscal Recovery Funds.

Fund Balance - YTD Fund Deficits

As shown on the Fund Recap at a Glance (page 3), the Recreation Fund, RMRA Street Project, Library Bond Debt Service, and Facilities Management Fund have deficits that are expected to be eliminated in a future period. The Successor Agency Trust Fund reflects a deficit of \$4.3 million due to the nature of the fund type, in which the entire outstanding debt balance is recorded. There are insufficient assets currently available to offset the liability; however, future receipts, both near and long-term, from the County Redevelopment Property Tax Trust Fund are expected to repay the bonds.

City of Belmont
Fund Recap at a Glance
Results for the Period Ended November 30, 2021
(000's)



Fund	Fund Name	Audited Fund Bal. 06/30/21 (1)	Revenues					Expenditures					Unaudited Fund Bal. 11/30/21 (1)+(2)-(3)	PY YTD Fund Bal. 11/30/20	
			YTD Budget	YTD Actual (2)	Variance (Under) Over	%	PY YTD Actual	YTD Budget	YTD Actual (3)	Variance Under (Over)	%	PY YTD Actual			
GENERAL FUND															
101	General	\$13,398	\$10,981	\$9,441	(\$1,540)	86%	\$6,908	\$10,767	\$8,227	\$2,540	76%	\$10,708	\$14,613	12,257	
102	Measure I	3,751	843	624	(219)	74%	552	1,713	715	997	42%	202	3,660	1,922	
SPECIAL REVENUE FUNDS															
205	Recreation	21	1,162	589	(573)	51%	636	1,114	1,072	42	96%	1,037	(462)	(111)	
206	Library Maintenance & Operation	962	128	0	(128)	0%	1	186	142	44	76%	142	820	1,020	
207	Athletic Field Maintenance	377	32	37	6	118%	53	42	26	16	62%	16	389	332	
208	City Tree	326	3	5	2	172%	7	31	13	18	41%	24	318	363	
209	Senior Services Donation	86	2	0	(2)	0%	0	0	0	0	N/A	0	86	84	
210	Development Services	417	2,166	1,741	(425)	80%	2,211	2,221	1,815	405	82%	1,561	342	416	
212	General Plan Maintenance	738	84	56	(28)	67%	133	154	0	154	0%	51	794	453	
223	Belmont Fire Protection District	15,403	6,121	1,012	(5,109)	17%	1,037	4,817	6,379	(1,563)	132%	5,934	10,037	8,233	
225	Police Grants and Donations	35	0	0	(0)	7%	(0)	2	1	1	55%	0	34	35	
227	Supplemental Law Enforcement	0	88	96	8	109%	82	88	92	(4)	105%	86	4	30	
231	Street Maintenance	711	1,214	466	(748)	38%	419	982	815	168	83%	930	362	359	
232	RMRA Street Project	323	222	181	(42)	81%	168	740	611	129	83%	12	(107)	641	
233	Measure W	250	111	103	(8)	93%	385	250	0	250	0%	0	353	0	
234	Street Improvements	2,161	1,501	1,793	292	119%	521	1,924	1,122	802	58%	499	2,832	643	
237	Traffic Impact	-	703	0	(703)	0%	0	0	0	0	N/A	0	0	0	
239	Public Art	-	231	0	(231)	0%	0	0	0	0	N/A	0	0	0	
275	Affordable Housing Successor	3,688	1,725	28	(1,697)	2%	231	232	189	43	81%	80	3,527	3,648	
277	Inclusionary Housing	2,385	117	0	(117)	0%	2	0	0	0	N/A	1,000	2,385	2,154	
	Total Special Revenue	27,885	15,612	6,108	(9,504)	39%	5,886	12,782	12,278	504	96%	11,372	21,715	18,299	
CAPITAL PROJECT FUNDS															
308	General Facilities	827	2	0	(1)	6%	7	187	5	182	2%	103	823	994	
310	Infrastructure	2,302	510	0	(510)	0%	4	840	180	660	21%	1	2,122	3,102	
312	Comcast PEG Program	363	1	0	(1)	7%	1	50	0	50	0%	11	363	370	
341	Planned Park	357	1,254	0	(1,254)	0%	7	399	83	317	21%	3,059	275	6,408	
342	Park Impact	1,397	1,325	0	(1,325)	0%	17	1,354	0	1,354	0%	0	1,397	349	
343	Open Space	206	0	0	(0)	7%	0	29	6	23	21%	12	200	239	
704	Special Assessment Districts	308	0	0	(0)	7%	0	0	0	0	N/A	0	308	304	
	Total Capital Projects	5,760	3,093	1	(3,092)	0%	36	2,859	273	2,586	10%	3,186	5,487	11,766	
DEBT SERVICE & OTHER FUNDS															
406	Library Bond Debt Service	267	282	0	(282)	0%	(0)	285	516	(231)	181%	507	(249)	(11)	
501-505	Sewer Collection System	20,034	7,428	51	(7,377)	1%	985	7,455	3,799	3,656	51%	6,898	16,286	9,011	
507	Sewer Treatment	24,301	1,347	1	(1,346)	0%	(2)	2,256	2,528	(272)	112%	2,973	21,774	15,039	
525	Storm Drainage Enterprise	3,585	953	241	(712)	25%	569	1,140	704	436	62%	857	3,122	4,268	
530	Solid Waste Management	1,582	208	167	(41)	80%	164	206	143	63	70%	167	1,606	1,431	
570	Worker's Compensation	1,337	323	290	(34)	90%	285	274	551	(277)	201%	520	1,076	513	
571	Liability Insurance	3,375	202	(1,458)	(1,660)	-722%	(1,236)	664	458	206	69%	444	1,459	2,179	
572	Self Funded Vision	-	5	4	(1)	89%	6	5	(4)	10	-78%	(3)	9	7	
573	Fleet & Equipment Management	5,831	2,120	2,134	14	101%	2,194	2,185	1,464	720	67%	1,659	6,500	3,367	
574	Facilities Management	41	1,118	695	(423)	62%	758	873	875	(2)	100%	786	(138)	334	
575	Benefit Prefunding	1,396	607	525	(83)	86%	590	621	910	(288)	146%	998	1,011	1,427	
775	Successor Agency Trust Fund ¹	(3,430)	1	0	(0)	14%	1	0	826	(826)	N/A	766	(4,256)	(5,695)	
	Total Debt & Other	58,319	14,594	2,651	(11,944)	18%	4,315	15,964	12,770	3,194	80%	16,572	48,200	31,870	
	Total All Funds	\$109,114	\$45,123	\$18,824	(\$26,298)	42%	\$17,697	\$44,084	\$34,263	\$9,821	78%	\$42,040	\$93,675	\$76,114	

Fund Types:

General Fund - Used to account for and report all financial resources not accounted for and reported in another fund.

Special Revenue Funds - Used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specific purposes other than debt service or capital projects.

Capital Projects Funds - Used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Debt Service & Other Funds - Includes funds used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest; funds used to finance and account for special activities and services performed by a designated department for other departments in the City on a cost reimbursement basis; and funds to account for operations financed and operated in a manner similar to a private business enterprise with the intent that the cost of providing goods and services is primarily financed through user charges; and funds used to account for assets held by the City as an agent.

¹ The Successor Agency Trust Fund is a Fiduciary Fund and is only displayed here for informational and reporting purposes.

City of Belmont
Budget Variance Report
General Fund / All Other Funds
Results for the Period Ended November 30, 2021
(000's)



	General Fund						All Other Funds						
	Budget	Year to Date (YTD)			Annual Budget	PY YTD Actual	Budget	Year to Date (YTD)			Annual Budget	PY YTD Actual	
		Actual	Variance	%				Actual	Variance	%			
REVENUES													
Taxes		\$6,829	\$3,809	(\$3,019)	56% a	\$16,388	\$3,385	\$7,718	\$1,992	(\$5,726)	26% a	\$18,523	\$1,928
Property Taxes		2,657	636	(2,022)	24% *	6,378	593	6,057	988	(5,070)	91%	14,537	1,066
Sales Taxes		1,597	1,185	(412)	74%	3,833	1,522	1,252	1,004	(248)	71%	3,006	862
Other Taxes		2,574	1,988	(585)	77% *	6,177	1,270	408	-	(408)	99%	980	-
Licenses and permits		447	333	(114)	75% b	1,073	425	768	754	(14)	98%	1,844	770
Intergovernmental		1,440	3,314	1,875	230%	3,456	447	2,778	1,032	(1,746)	37% d	6,667	457
Charge for services		1,704	1,639	(65)	96%	4,090	2,556	17,677	6,009	(11,669)	34% e	42,426	6,775
Fines and forfeits		68	43	(26)	63%	164	60	-	-	-	N/A	-	-
Use of money and property		376	288	(88)	77%	902	(12)	280	117	(163)	42% f	672	228
Miscellaneous		118	15	(103)	13% c	282	47	58	(538)	(597)	-921% g	140	(1,529)
Other financing sources		-	-	-	N/A	-	-	1,563	17	(1,545)	1% h	3,750	4
Operating transfers in		-	-	-	N/A	-	-	3,299	-	(3,299)	i	7,918	2,155
Total Revenues		10,981	9,441	(1,540)	86%	26,354	6,908	34,142	9,383	(24,759)	27%	81,940	10,789
EXPENDITURES													
General government		2,653	1,994	(659)	75%	6,367	2,716	3,405	3,392	(13)	100%	8,173	3,644
Public safety		6,013	5,445	(568)	91%	14,431	5,430	4,907	6,473	1,566	132% j	11,776	6,021
Streets and utilities		-	-	-	N/A	-	-	16,061	9,425	(6,636)	59%	38,547	10,837
Culture and recreation		845	788	(57)	93%	2,027	949	2,771	2,274	(497)	82%	6,650	5,223
Urban redevelopment		-	-	-	N/A	-	-	1,764	1,511	(253)	86%	4,234	2,292
Debt service		-	-	-	N/A	-	-	2,366	2,962	595	125% k	5,679	2,774
Operating transfer out		1,256	-	(1,256)		3,015	1,614	2,043	-	(2,043)		4,903	542
Total Expenditures		10,767	8,227	(2,540)	76%	25,840	10,708	33,317	26,036	(7,281)	78%	79,962	31,331
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES													
		\$214	\$1,214			\$514	(\$3,801)	\$824	(\$16,653)	(\$32,040)		\$1,979	(\$20,542)

Management Discussion and Analysis

(Items with unfavorable budget variance more than \$0.1 million)

General Fund:

Revenues

*) Beginning with the December 2020 monthly financial report, Property Tax in lieu of VLF and excess ERAF are reported under Property Taxes, not Other Taxes.

- a) **Taxes** – The budget variance is primarily due to the timing of semi-annual property tax receipts received in December and April. In addition, the majority of Sales Tax and Transient Occupancy Taxes received in July are related to June activities, which are subject to an accounting adjustment. COVID-19 impacts are occurring.
- b) **Licenses and Permits** – Business License revenue will be received in a future reporting period and includes activities related to the prior fiscal year, which are subject to accounting adjustment.
- c) **Miscellaneous** – The budget variance is primarily due to the timing of the annual CSUS Public Service Fee, which will be received in a future reporting period.

Other Funds

Revenues

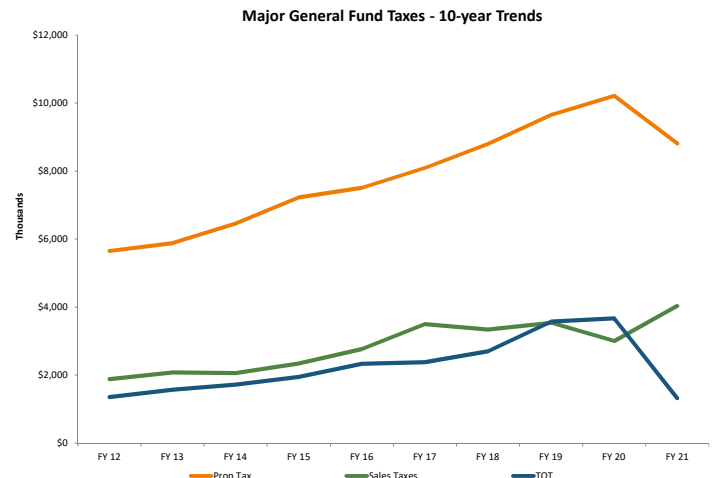
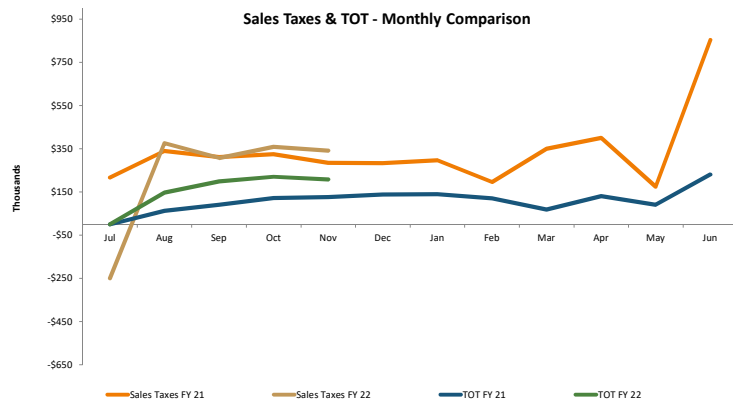
- d) **Intergovernmental** - The revenue will be received in a future reporting period and includes activities related to the prior fiscal year, which are subject to accounting adjustment.
- e) **Charges for Services** – The Sewer Use Fee (Collection & Treatment), budgeted for \$17M, is included as part of the City's Property Tax bill to be received semi-annually, typically in April and December.
- f) **Use of Money and Property** – the LAIF interest rate continues to decline resulting in lower investment returns.
- g) **Miscellaneous** – This revenue is subject to an accounting adjustment during the fiscal year closing process related to claims liability.
- h) **Other Financing Sources** – The budget assumes a sale of \$3.8M in housing capital assets which is anticipated to occur in a subsequent period.
- i) **Operating Transfers In** – The budget assumes operating transfers, which will be recorded at the end of the fiscal year based on actual results.

Other Funds

Expenditures

- j) **Public safety** - First quarter payments of \$1.6M to BSCFD and \$2.1M to San Mateo Consolidated Fire Department.
- k) **Debt Service** - the semi-annual interest and annual principal payments were remitted in July.

Trends



** July TOT revenues received were for June activities and accrued to the previous FY. July revenues will be received in August.

Vendor	Description	Date	No.	Amount
ANDREINI BROS., INC.	BELMONT CREEK DREDGING	11/12/21	1202191	24,120.50
ARNOTT, SANDIE	SEWER USAGE FEES	11/12/21	1202208	95,840.52
BAMACOR, INC.	CSUS CUSTODIAL	11/5/21	EFT00026886	19,941.00
BELMONT REDWOOD SHORES SCHOOL	MARCH-JUNE SCHOOL WATER	11/5/21	1202169	44,241.28
BENEFIT COORDINATORS CORP	LIFE, LTD BENEFITS OCTOBER 21	11/12/21	EFT00026919	5,962.21
BROADCAST MICROWAVE SERVICES LLC	MOUNTS	11/19/21	EFT00026989	30,124.01
CALPERS	COB CONTRIBUTION PPE 10/22/21	11/4/21	DAJ000006996	106,329.33
CALPERS	NOVEMBER HEALTH PREMIUM	11/12/21	DAJ000007003	158,257.14
CITY OF BELMONT EMPLOYEES	PAYROLL 11/5/2021	11/4/21	DAJ000007031	392,133.51
CITY OF BELMONT EMPLOYEES	PAYROLL 11/5/2021	11/4/21	DAJ000007032	91,999.10
CITY OF BELMONT EMPLOYEES	PAYROLL 11/19/2021	11/18/21	DAJ000007034	398,606.77
CITY OF BELMONT EMPLOYEES	PAYROLL 11/19/2021	11/19/21	DAJ000007036	98,068.83
CITY OF BELMONT EMPLOYEES	PAYROLL 11/24/2021	11/24/21	DAJ000007039	6,207.35
CITY OF BELMONT EMPLOYEES	PAYROLL 11/26/2021	11/26/21	IAJ000007041	6,194.12
COMFORT INTERNATIONAL INC	FS15 HVAC REPLACEMENT	11/19/21	1202216	41,113.00
CREEKSIDE GRILL	SEPTEMBER MEALS	11/5/21	EFT00026867	6,115.98
EDD	PPE 11/19/21 TAXES	11/19/21	DAJ000007008	35,380.13
EDD/OR REVENUE	PPE 11/05/21 TAXES	11/5/21	DAJ000006997	33,853.69
GATES & ASSOCIATES	PROS MASTER PLAN SERVICES	11/19/21	EFT00027034	8,318.00
HEART OF SAN MATEO COUNTY	MEMBER DUES 7/121 - 6/30/22	11/19/21	EFT00027015	8,498.00
HOM, DANIEL	OCTOBER SERVICES	11/12/21	EFT00026933	5,325.00
ICMARC	DEF COMP ACCT# 302442	11/24/21	DAJ000007013	37,817.96
ICMARC	DEF COMP ACCT# 106201	11/24/21	DAJ000007014	20,739.05
ICMARC	DEF COMP ACCT#302442	11/9/21	DAJ000007000	38,251.71
ICMARC	DEF COMP ACCT 80336	11/9/21	DAJ000007001	5,425.00
ICMARC	DEF COMP ACCT # 803366	11/23/21	DAJ000007010	5,175.00
JONES HALL APLC	WIFIA REVIEW	11/19/21	EFT00026997	6,625.00
JPW COMMUNICATIONS LLC	MONTHLY STRATEGIC COMMUNICATION	11/19/21	EFT00026991	7,863.75
MANAGEMENT PARTNERS	MILESTONE-PAYROLL REVIEW	11/5/21	EFT00026896	10,600.00
MID-PENINSULA WATER DISTRICT	WATER SERVICE-VARIOUS SITES	11/5/21	EFT00026888	21,472.06
MNS ENGINEERS INC	TO#4 SVCS THRU 08/31/2021	11/5/21	EFT00026879	37,435.51
PAVEMENT ENGINEERING INC	SVCS THRU 09/30/2021 22 PAVEMENT	11/5/21	1202181	7,360.00
PBIA	DENTAL BENEFITS SEPTEMBER	11/12/21	EFT00026915	38,855.45
RINCON CONSULTANTS	OCTOBER SERVICES	11/12/21	EFT00026932	67,580.95
RSG INC	OCTOBER SERVICES	11/12/21	EFT00026924	5,083.75
SILICON VALLEY CLEAN WATER	DECEMBER CONTRIBUTION	11/19/21	EFT00026974	282,253.00
THE LEW EDWARDS GROUP	MEDIA BLAST, CITY MANAGER UPDATE	11/19/21	1202233	5,175.00
U.S. BANK CORP PAYMENT SYSTEM	OCTOBER CAL CARD STMT	11/19/21	1202234	23,476.44

Total Count	38
--------------------	-----------

City of Belmont
Disbursements & Purchase Order Activity Report
Results for the Period Ended November 30, 2021



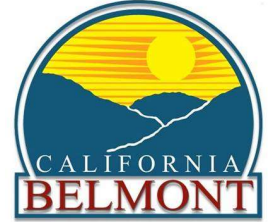
Disbursements Amounts Equal to \$5,000 and Above

Vendor	Description	Date	No.	Amount
Purchase Order Amounts Equal to \$5,000 and Above				
Vendor	Description	Date	No.	Amount
WOOD RODGERS INC	STORM DRAIN IMPROVE PROJECT	11/2/21	22 00022	200,000.00
WOOD RODGERS INC	MEASURE I STORM PROJECT	11/2/21	22 00022	337,025.00
BROADCAST MICROWAVE SERVICES L	TAHOE M8 SYSTEM CORE I7	11/15/21	22 00024	11,083.08
LINKTURE CORP	EV CHARGING STATION DESIGN	11/30/21	22 00028	18,000.00
BETTER SOURCE LLC	CM OFFICE RENOVATION	11/30/21	22 00029	12,989.97
Total Purchase Orders Issued in Excess of \$5,000				\$ 579,098.05
Total Count				5

CITY OF BELMONT

TREASURER'S REPORT

November-21



Agency Receipts and Disbursements Summary

	Beginning Balance October 31, 2021	Receipts	Disbursements	Ending Balance November 30, 2021
City of Belmont	\$ 73,141,467.36	\$ 3,639,912.37	\$ (2,449,110.67)	\$ 74,332,269.06
Belmont Fire Protection District	9,568,317.13	537,134.00	(76,091.37)	10,029,359.76
Successor Agency of the RDA	207,570.80	-	(6,496.08)	201,074.72
Total	\$ 82,917,355.29	\$ 4,177,046.37	\$ (2,531,698.12)	\$ 84,562,703.54

Balance Summary

	Deposit	Investments	Pool Total
City of Belmont, Belmont Fire Protection District, & Successor Agency of RDA	\$ 1,564,854.16	\$ 82,997,849.38	\$ 84,562,703.54

I certify that this report accurately reflects all investments of City of Belmont, Belmont Fire Protection District, and Successor Agency, and is in conformance with the adopted Investment Policy mandated by Government Code 53646. Furthermore, I certify to the best of my knowledge, sufficient investment liquidity and anticipated revenues are available to meet the Agency's budgeted expenditure requirement for the next six months.

Respectfully Submitted,

s/b Grace Castaneda

Grace Castaneda

City Treasurer

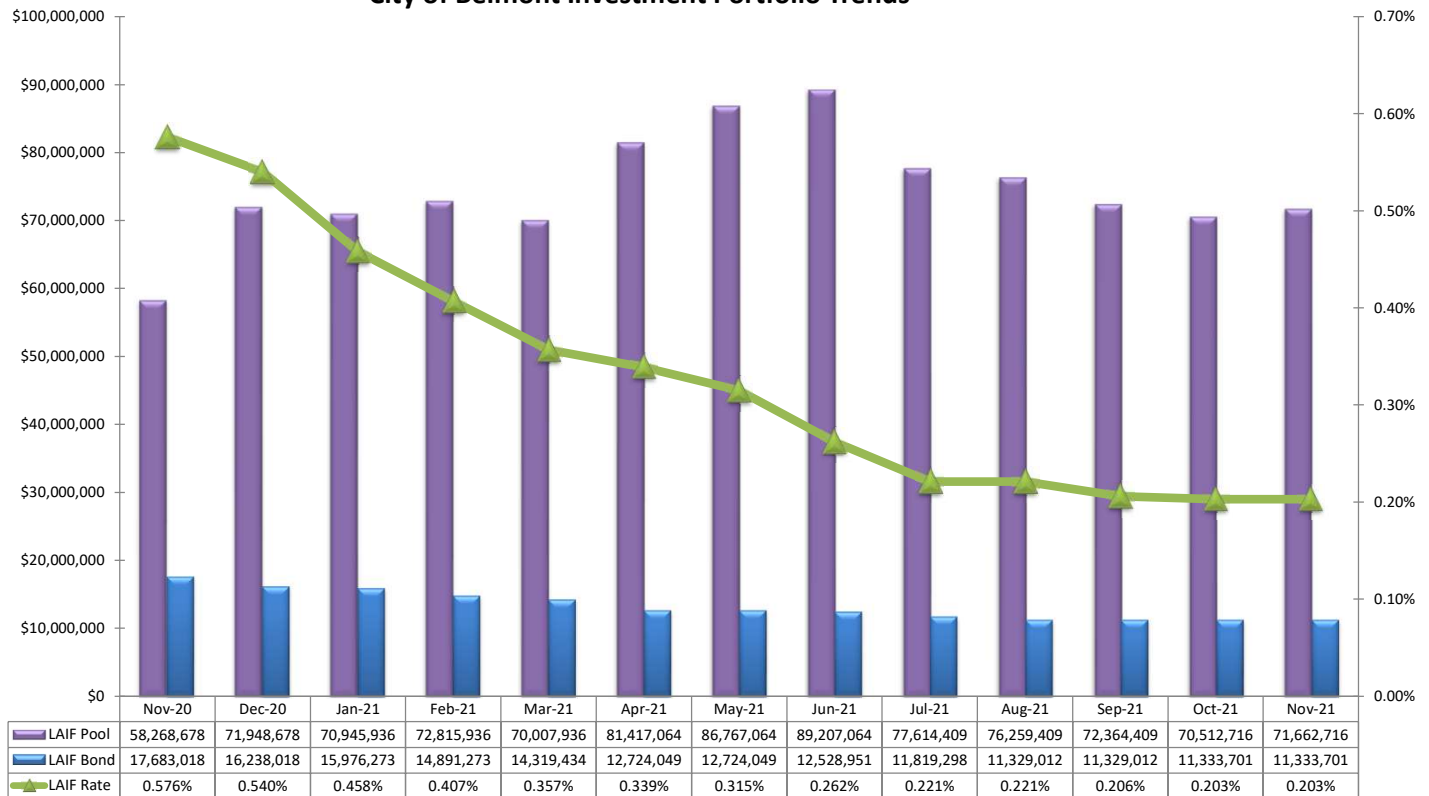
CITY OF BELMONT TREASURER'S REPORT November-21



Investment Detail

Investment Type	Issuer	Maturity Date	Par Amount	Current Market Value	Interest	Total	Investment Period	Rate	Pricing Source	Manager
Deposit										
General Account	Wells Fargo		\$ 1,564,854.16	\$ 1,564,854.16					Bank	Bank
Investments:										
L.A.I.F.-POOL	State of California	Daily	71,662,716.46	71,653,662.66	12,122.94		90 days	0.203%	LAIF	LAIF
L.A.I.F.-BONDS	State of California	Daily	11,335,132.92	11,333,700.85	1,917.53		90 days	0.203%	LAIF	LAIF
Total			\$ 84,562,703.54	\$ 84,552,217.67	\$ 14,040.47					

City of Belmont Investment Portfolio Trends





STAFF REPORT

Meeting Date: January 11, 2022
Agency: City of Belmont
Staff Contact: Scott Rennie, City Attorney
Agenda Title: Continuation of Fully Virtual Meetings Jan-Feb 2022
Agenda Action: Resolution

Recommendation

Adopt a resolution (1) finding that as a result of the COVID-19 statewide emergency, meeting in person would present imminent risks to the health or safety of attendees of council and citizen advisory body meetings, and that local officials continue to recommend measures to promote social distancing, and (2) directing the Council's Citizen Advisory Bodies to make consistent findings.

Strategic Focus Area

Fiscal and Organizational Sustainability

Background

In response to the COVID-19 pandemic, Governor Newsom proclaimed a state of emergency on March 4, 2020, and subsequently issued a series of Executive Orders (N-25-20, N-29-20, and N-08-21) that effectively suspended certain provisions of the Brown Act governing the use of teleconferencing by local legislative bodies and allowed them to hold fully virtual meetings. The Governor recently signed Assembly Bill 361, an urgency measure that takes effect immediately, that adds new requirements to the Brown Act for holding fully virtual meetings during a state of emergency proclaimed by the Governor. These new teleconferencing requirements will expire January 1, 2024. The Governor also issued Executive Order N-15-21 clarifying that the new teleconferencing provisions in AB 361 are suspended through September 30, 2021, and that after that date cities wishing to hold fully virtual meetings during the remaining COVID-19 state of emergency must comply with the provisions of AB 361.

Under Government Code Section 54953(e) as amended by AB 361, fully virtual meetings are allowed during a proclaimed state of emergency if either:

1. State or local officials have imposed or recommended measures to promote social distancing; or,
2. The legislative body determines by majority vote that as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees. This finding must be renewed after 30 days.

In order to continue to use teleconference to hold fully virtual meetings, the legislative body must reconsider at least every 30 days the circumstances of the emergency and whether the above findings can continue to be made.

In addition, AB 361 adds new procedural requirements for fully virtual meetings, such as giving the public



ability to address the legislative body directly, providing information on how to address the body, providing either a call-in or internet-based service option, stopping the meeting if the call-in or internet-based option fails, comments may not be required to be submitted in advance, pre-registrations (except as required by call-in or internet platform) is prohibited, and public members must be given a reasonable time to register to provide public comment.

On August 2, 2021, the County Health Officer issued the current public health order, Order C19-12, requiring face coverings when indoors for all individuals in workplaces and public settings regardless of vaccination status and with limited exceptions. The order does not expressly require or recommended measures to promote social distancing. Order C19-12 states that the SARS-CoV-2 B.1.617.2 (Delta) variant has been circulating in San Mateo County since April 2021, is highly transmissible in indoor settings, and requires multi-component prevention strategies to reduce spread. The Order also states that despite San Mateo County's high vaccination rates, the county is still experiencing substantial levels of community transmission due to the Delta variant with most COVID-19 cases among unvaccinated residents, the proportion of breakthrough cases increasing, and hospitalizations increasing primarily among unvaccinated persons.

On October 14, 2021, the San Mateo County Health Department chief published a message indicating the most recent experience of the virus in San Mateo County continues to move in a positive direction. However, the county has not achieved the criteria to lift the indoor mask mandate and the August 2, 2021 Health Officer order continues to remain in effect.

On November 15, 2021, the San Mateo County Health Officer issued a statement, as part of an order rescinding previous home quarantine and home isolation orders, that case rates are declining but transmission rates of COVID-19 remain high and the risk of COVID-19 variants are still unknown. The statement also advises that individuals continue to follow guidance released by the United States Department of Health & Human Services ("HHS") including their sub-agency United States Centers for Disease Control and Prevention ("CDC"), the United States Environmental Protection Agency ("EPA"), California Department of Public Health ("CDPH"), and California Department of Social Services ("CDSS"). The CDC continues to recommend that if possible individuals should maintain 6 feet of separation from other people outside their home. <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>.

The California Department of Public Health and the federal Centers for Disease Control and Prevention have cautioned that the Delta variant of COVID-19 is highly transmissible, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others, resulting in rapid and alarming rates of COVID-19 cases and hospitalizations. <https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>. The CDC reports as of December 20, 2021 that the Omicron variant will likely spread more easily than the original virus and that anyone with Omicron infection can spread the virus to others, even if they are vaccinated or don't have symptoms. The CDC also reports there is insufficient data at this time to know whether Omicron infections, and especially reinfections and breakthrough infections in people who are fully vaccinated, cause more severe illness or death than infection with other variants. <https://www.cdc.gov/coronavirus/2019-ncov/variants/omicron-variant.html>



Analysis

As of January 4, 2022, vaccination rates in San Mateo County are high. However, the emergence of the Omicron variant has contributed to a surge of cases and hospitalizations both nationwide and in the county. San Mateo County COVID-19 case rates jumped 376% in the seven-day period ending January 2, 2022. County hospitalizations for COVID jumped 138% in the same time period. Despite sustained efforts to impede its transmission, the COVID-19 remains a significant public health hazard among both vaccinated and unvaccinated individuals and continues to spread and impact nearly all parts of city operations.

Reducing the circumstances under which people come into close contact remains an important component of Belmont's COVID-19 response strategy. However, the open nature of public meetings makes it difficult to enforce compliance with vaccination, physical distancing, masking, cough and sneeze etiquette, or other safety measures. Meetings of the city's legislative bodies incur indoors for sustained periods of time which increases the risk to members of the legislative bodies and attending members of the public to Delta variant transmission and infection. In addition, the non-emergency teleconferencing requirements of the Brown Act do not provide a safe alternative for legislative body members who may be at high risk of infection or are susceptible to more severe illness as a result of infection because those rules require that the public be allowed to attend at the teleconference location.

Staff concludes that the council may continue to reasonably find, based on the available public health information pertaining to COVID-19, that meeting in person by the city's legislative bodies at this time would present imminent risks to the health or safety of attendees. Staff also concludes that the Council may also reasonably find that the County Health Officer recommends individuals follow CDC guidance which continues to encourage six feet of separation between individuals outside their home as a COVID-19 prevention strategy and therefore that local officials continue to recommend measures to promote social distancing in settings such as legislative body meetings.

Alternatives

1. Take no action (in which case in person meetings will resume)
2. Consider other findings.

Attachments

- A. Draft Resolution

Fiscal Impact

- ☒ No Fiscal Impact
☐ Funding Source Confirmed:

Source:

Staff

Purpose:

Discretionary Action

Public Outreach:

Posting of Agenda

RESOLUTION NO. 2022 –

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT MAKING FINDINGS FOR CONTINUED USE OF FULLY VIRTUAL MEETINGS AND DIRECTING CITIZEN ADVISORY BODIES TO MAKE CONSISTENT FINDINGS

WHEREAS, in response to the COVID-19 pandemic, Governor Newsom proclaimed a state of emergency on March 4, 2020, and the state of emergency remains in effect; and,

WHEREAS, the Governor issued a series of Executive Orders (N-25-20, N-29-20, and N-08-21) that effectively suspended certain provisions of the Brown Act governing the use of teleconferencing by local legislative bodies and allowed them to hold fully virtual meetings; and,

WHEREAS, on September 28, 2021, the City Council found that the Governor had declared a state of emergency that remains in effect due to the COVID-19 pandemic and that meeting in person at that time without the benefits of the teleconferencing means authorized by Government Code Section 54953, subdivision (e) as amended by AB 361, would present imminent risks to the health or safety of meeting attendees, including meetings attendees of the full council and its permanent subcommittees; and,

WHEREAS, on October 14, 2021, the San Mateo County Health Department chief published a message indicating the most recent experience of the virus in San Mateo County continues to move in a positive direction; however, the county has yet to achieve the established criteria to lift indoor mask mandates; and,

WHEREAS, on October 26, 2021, the City Council adopted Resolution 2021-089 finding that the state of emergency continues to directly impact the ability of the Council and its permanent subcommittees to meet safely in person; and,

WHEREAS, on November 15, 2021, the San Mateo County Health Officer issued a statement, as part of an order rescinding previous home quarantine and home isolation orders, that case rates are declining but transmission rates of COVID-19 remain high and the risk of COVID-19 variants are still unknown, and advised that individuals continue to follow guidance released by the United States Department of Health & Human Services (“HHS”) including their sub-agency United States Centers for Disease Control and Prevention (“CDC”), the United States Environmental Protection Agency (“EPA”), California Department of Public Health (“CDPH”), and California Department of Social Services (“CDSS”); and,

WHEREAS, San Mateo County has not achieved the criteria established for lifting the indoor mask mandate; and,

WHEREAS, San Mateo County is currently experiencing a surge of COVID-19 cases and hospitalizations; and,

WHEREAS, the CDC continues to recommend that if possible individuals should maintain 6 feet of separation from other people outside their home.

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

SECTION 1. The Council has reconsidered the circumstances of the state of emergency and finds that:

(a) The state of emergency continues to directly impact the ability of the Council, its permanent subcommittees, and the citizen advisor bodies and other subordinate legislative bodies of the city to meet safely in person.

(b) Local officials continue to impose or recommend measures to promote social distancing.

SECTION 2. The subordinately legislative bodies of the city, including the commissions and other citizen advisory bodies, are directed to make findings consistent with the findings herein unless the body finds by clear and convincing evidence that circumstances considered by the Council at its January 11, 2022 regular meeting have since changed and neither of the findings in Section 1(a) or (b) can be made, or the Council directs otherwise. Any finding inconsistent with the findings in Section 1 is subject to review and vacation by the Council.

SECTION 3. This Resolution is effective immediately.

* * *

ADOPTED January 11, 2022 by the City of Belmont City Council by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ATTEST:

City Clerk

Mayor

APPROVED AS TO FORM:

City Attorney



STAFF REPORT

Meeting Date: January 11, 2022
Agency: City of Belmont
Staff Contact: Peter Brown, Public Works Director, (650) 595-7469, pbrown@belmont.gov
Elizabeth Wada, Associate Civil Engineer, (650) 595-7468, ewada@belmont.gov
Agenda Title: Second Amendment to and Restatement of the JPA Establishing the Peninsula Traffic Congestion Relief Alliance
Agenda Action: Resolution

Recommendation

Approve the Second Amendment to and the Restatement of the Joint Powers Agreement for the Peninsula Traffic Congestion Alliance (Alliance) and authorize the Mayor to execute the agreement.

Strategic Focus Area

Not Applicable

Background

The Alliance was established in 2000 to assist the public and private sectors in the County of San Mateo with reducing traffic congestion and air pollution. The Alliance was originally created through a Joint Powers Agreement ("JPA") among fifteen cities in the County.

In 2005, the County of San Mateo along with the Towns of Atherton and Hillsborough became members of the Alliance. To accomplish this, all 15 original members together with the 3 new members approved and executed a First Amendment to and Restatement of the Joint Powers Agreement. The amended JPA provided for the addition of the new members and revised the committee structure of the Alliance. The Alliance is funded by the regional BAAQMD, CCAG, SMCTA, and a few other sources. No dues are required of members in the Alliance.

Analysis

Three additional cities are now interested in joining the Alliance. The City of Menlo Park and the Town of Portola Valley desire to join the Alliance, and the Town of Woodside may consider membership as well. To facilitate adding these new members, the Alliance Board of Directors at its meeting on September 16, 2021, reviewed the proposed Second Amendment to and Restatement of the Joint Powers Agreement establishing the Alliance and approved it for presentation to both current and new members for approval and execution. In addition to increasing the membership of the Alliance, this Second Amendment updates and refreshes the first section of the original JPA on "Purpose" to reflect the Alliance's recently adopted Mission and Vision Statements as set forth in its Strategic Plan, and clarifies that the Alliance has developed a new brand and has become known to the public as "Commute.org."

1. As a current member of the Alliance, staff recommends that it is in the interest of the City of Belmont to approve the Second Amendment. With this approval, Belmont ensures its needs are



acknowledged and addressed within the larger purview of San Mateo County, as well as provide input to meet the changing needs of the Alliance’s collective roadways. With the branding of “Commute.org”, Belmont also maintains its high standard for public outreach and input.

Alternatives

1. Take No Action.
2. Refer back to staff for more information.

Attachments

- A. Resolution
- B. JPA Amendment Letter
- C. “Second Amendment to and Restatement of the Joint Powers Agreement Establishing the Peninsula Traffic Congestion Relief Alliance” Agreement

Fiscal Impact

- ☒ No Fiscal Impact
- ☐ Funding Source Confirmed:

Source:

Staff

Purpose:

Discretionary Action

Public Outreach:

Posting of Agenda

RESOLUTION NO. 2022 –

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT APPROVING THE SECOND AMENDMENT TO AND RESTATEMENT OF THE JOINT POWERS AGREEMENT ESTABLISHING THE PENINSULA TRAFFIC REFLIEF ALLIANCE

WHEREAS, the Peninsula Traffic Congestion Relief Alliance (“Alliance”) was established in 2000 through a Joint Powers Agreement (“JPA”) executed by fifteen cities in the County of San Mateo, to assist the public and private sectors in achieving traffic congestion relief; and,

WHEREAS, in 2005, the JPA was amended to include the County of San Mateo, and the Towns of Atherton and Hillsborough as members of the Alliance, bringing the total membership to 18 agencies, all of which approved and executed the Amendment to and Restatement of the Joint Powers Agreement; and,

WHEREAS, the City of Menlo Park and the Town of Portola Valley desire to join the Alliance and the Town of Woodside may consider membership as well; and,

WHEREAS, adding members to the Alliance requires all of the current members as well as the new members to approve and execute a Second Amendment of the Joint Powers Agreement; and,

WHEREAS, in addition to expanding the membership of the Alliance, the proposed Second Amendment to the Joint Powers Agreement takes the opportunity to update and refresh the JPA by (1) revising the first section on "Purpose" to reflect the Alliance's recently adopted Mission and Vision Statements as set forth in its Strategic Plan and (2) clarifying that the Alliance has developed a new brand and has become known to the public as "Commute.org"; and,

WHEREAS, at its meeting on September 16, 2021, the Alliance Board of Directors reviewed the proposed Second Amendment to and Restatement of the Joint Powers Agreement Establishing the Peninsula Traffic Congestion Relief Alliance that incorporates the changes recited above and approved this Second Amendment for presentation to the San Mateo County Board of Supervisors and the city councils of current and new members for approval and execution of same.

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

SECTION 1. The City of Belmont hereby approves the Second Amendment to and Restatement of the Joint Powers Agreement Establishing the Peninsula Traffic Congestion Relief Alliance; and,

SECTION 2. Authorize the Mayor to execute the Agreement.

* * *

ADOPTED January 11, 2022 by the City of Belmont City Council by the following
vote:

Ayes:

Noes:

Absent:

Abstain:

ATTEST:

City Clerk

Mayor

APPROVED AS TO FORM:

City Attorney



STAFF REPORT

Meeting Date: January 11, 2022
Agency: City of Belmont
Staff Contact: Jozi Plut, City Clerk/Communications Coordinator, jplut@belmont.gov, 650-595-7414
Agenda Title: First Public Hearing for Transition from At-Large Elections to By District Elections for Council Seats and At Large Mayor
Agenda Action: Discussion & Direction

Recommendation

Receive presentation from City's Consultant Districting Partners on a range of topics to facilitate a process of public education and involvement in a transparent and fair districting process.

Strategic Focus Area

Fiscal and Organizational Sustainability

Background

On July 30, 2021, the City received a letter from Kevin Shenkman, of the law firm Shenkman & Hughes, alleging that the City's at-large election system violated the California Voting Rights Act of 2001 (CVRA) on behalf of Southwest Voter Registration Education Project alleging violation of California Voting Rights Act demanding the city change to its at-large method of electing councilmembers.

The CVRA was adopted in 2002 and is based upon the Federal Voting Rights Act of 1965 ("FVRA") with some important differences that make at-large election systems much more susceptible to legal challenge. For a plaintiff to be successful in a claim of violation under the FVRA relating to at-large elections, the plaintiff must show that: 1) a minority group is sufficiently large and geographically compact to form a majority of the eligible voters in a single-member district; 2) there is racially-polarized voting; and 3) there is "white bloc voting" (the term used by the courts reviewing such cases) sufficient usually to prevent minority voters from electing candidates of their choice. If a plaintiff proves these three elements, then the federal court will consider whether, under the "totality of circumstances," the votes of minority voters are diluted by the at-large election system.

The CVRA removes two of these factors. It eliminates what is known as the "geographically compact" FVRA precondition (e.g., can a majority-minority district be drawn) as well as the "totality of the circumstances" or "reasonableness" test. Because the CVRA eliminates some of the elements that a plaintiff must prove, a lawsuit brought under the CVRA is substantially more difficult to defend than a claim under the FVRA. As a result of the lower threshold for proving a claim under the CVRA, many jurisdictions have voluntarily switched to district based election systems instead of facing litigation.

An "at-large" system of elections is subject to legal challenge under the CVRA if that method of election impairs the ability of a protected class to elect candidates of its choice or its ability to influence the



outcome of the election, as a result of the dilution or the abridgment of the rights of the voters who are members of the protected class. The threshold of proof to establish a violation is low and does not require discriminatory intent.

Many dozens of cities and other public agencies in California have been sued under the CVRA. Prevailing CVRA plaintiffs are guaranteed to recover their attorneys' fees and costs. With the exception of one case still in litigation, all public entities that have tried to contest the conversion to elections by district have either lost or have agreed to make the transition. In either instance, these jurisdictions have paid at least a portion of the plaintiff's attorney's fees and costs. Further, those cities that have litigated CVRA cases have paid millions of dollars in fees and were still forced to transition to by-district elections.

The Council met in closed session on October 26, 2021, to consider the litigation threat and held a public study session on November 2, 2021, to consider transitioning to district-based elections and whether to directly elect the mayor at-large. The Council concurred to transition to district elections with four districts and an at-large Mayor. At a regular Council meeting on November 9, 2021, the Council adopted Resolution 2021-096 outlining the city's intent to change the City's system of election for the City Council from an at-large system to a district-based system by adoption of an ordinance. The district-based elections system will be in use in the City's General Municipal Election for City Councilmembers beginning in November 2022.

The City Council authorized the City Manager to retain legal, demographic, and communication services to assist the City in its transition to a district-based elections system for the election of City Council members. The City Manager retained the services of Hanson Bridgett LLP, who retained Redistricting Partners to assist the City in its transition to district-based elections by providing a detailed analysis of the City's current demographics and other information or data necessary to prepare a draft map or maps that divide(s) the City into voting districts in a manner consistent with the intent and purpose of the CVRA, the Federal Voting Rights Act, and all other federal and state laws

Analysis

Working with the consultant, staff has established a project schedule to determine and set the new districts for election of City Council members and set the final sequence of elections from those districts, as soon as practicable, but in any case, by April 12, 2022 which will allow the City provide information on the new districts and order of elections well in advance of the May 2022 deadline set by the County Elections Official in preparation for the November 2022 election. The project will establish four districts which: are in compliance with one person, one vote requirements; are intended to ensure the opportunity of the City's protected minority groups with respect to their effective exercise of the electoral franchise; and include consideration of topography, geography, cohesiveness, contiguity, integrity and compactness of territory, non-disturbance to existing precincts for purposes of implementation, as well as maintaining vital communities of interest.

This process will require participation from the public to create election districts that are balanced in size and protect the interest of the communities within those districts. U.S. Census Bureau Data from 2020, the most recent census, will be used during this process to ensure equal representation by each elected official. The consultant will draw one or more draft maps and staff will publish any map draft at least seven days before consideration at a public hearing. Any revised draft map to be considered at a subsequent public hearing will be published at least seven days before the subsequent public hearing. The



City will hold at least two additional hearings to discuss and seek public input on the draft map(s) and proposed sequence of elections, if necessary.

Staff will post information regarding the proposed transition to a district-based election system, including maps, notices, agendas and other information and to establish a means of communication to answer questions from the public.

This Pre-Map Presentation provides the City Council and community the principles of districting, opportunity for pre-map public input on communities of interest. Presentation from the public of any maps identifying communities, discussion of preferences of neighborhoods, geographic or other features that should be considered in drawing of public plans. The following two hearings for this process have been scheduled for January 25, and February 8, 2022. Additionally, staff will conduct a community workshop on February 19, 2022, for public input on draft maps and will continue to update the City's website as more information and dates become available. Ultimately, in March 2022, the City will conduct the final hearing before the City Council for the approval of a final plan with election selection. The final plan must be public for at least seven days prior to the meeting.

To receive additional information about by-district elections, or to ask questions, interested persons may contact City Clerk Jozi Plut at cclerk@belmont.gov.

Alternatives

1. Provide Staff with other direction.

Attachments

- A. PPT Presentation from Districting Partners

Fiscal Impact

☐ No Fiscal Impact

☒ Funding Source Confirmed: City Council approved appropriation of \$180,000 at its October 26, 2021 meeting that is to be incorporated as part of the mid year review for costs associated with this process.

Source:

Staff

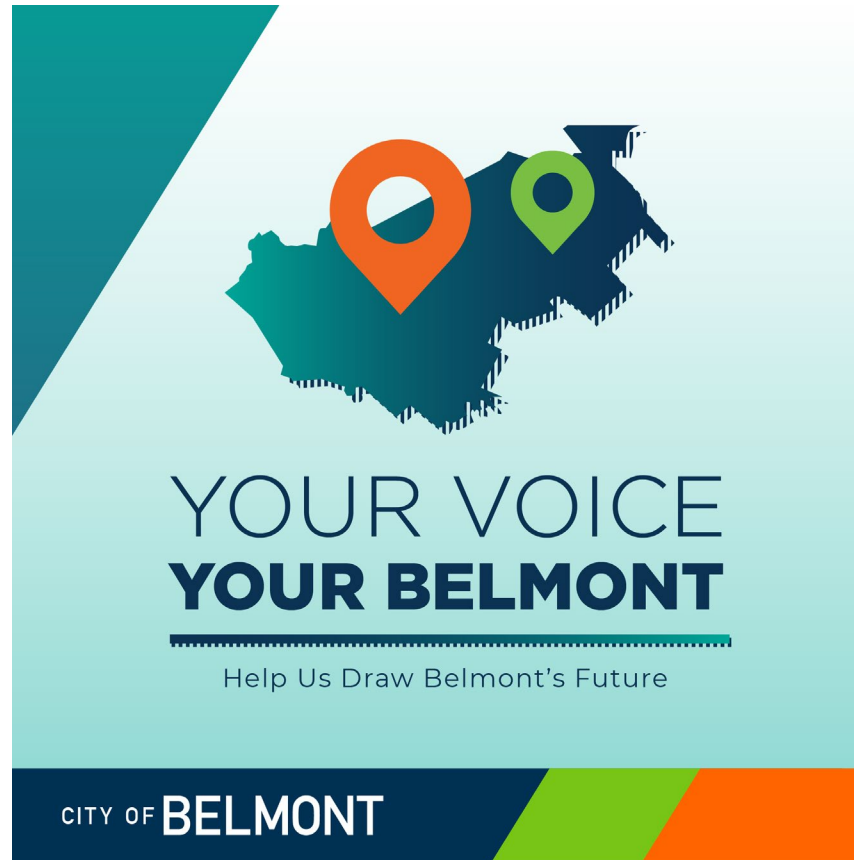
Purpose:

Discretionary Action

Public Outreach:

Posting of Agenda

City of Belmont Districting



Agenda

Things we will cover:

- The California Voting Rights Act (CVRA)
- What is Districting
- Traditional Districting/Redistricting Principles
- The Fair Maps Act
- How the public can participate in the process
- Public Hearing Schedule

What is the CVRA?

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

“At Large” is defined as anything other than a system in which an elected official lives in a district, and is only elected by members of that district.

“Racially Polarized Voting” is defined as differences in voting patterns which can be shown to be correlated to race, religion, national origin, or membership in any other protected class.

What is the CVRA?

The California Voting Rights Act takes the principles of the Federal Voting Rights Act and expands it regarding districted elections in two key ways:

While Federal law uses “majority minority” districts as a standard for vulnerability, the CVRA only requires “ability to influence.”

The CVRA requires that plaintiffs get full reimbursement for legal fees associated with any successful challenge.

What is the CVRA?

The California Voting Rights Act takes the principles of the Federal Voting Rights Act and expands it regarding districted elections in two key ways:

While Federal law uses “majority minority” districts as a standard for vulnerability, the CVRA only requires “ability to influence.”

The CVRA requires that plaintiffs get full reimbursement for legal fees associated with any successful challenge. ***These can be lessened or eliminated if the district follows a strict and prompt process for districting.***

What is Districting

Definition

Districting is the initial process of creating election district boundaries.

These boundaries determine:

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

What is Districting

Definition

Districting is the initial process of creating election district boundaries.

These boundaries do not determine:

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

Traditional Districting Principles

Preventing a Districting from Becoming a Gerrymander

There are a number of criteria that have been used nationally and upheld by courts.

- Relatively equal size – people, not citizens
- Contiguous – districts should not hop/jump
- Keep districts compact – appearance/function
- Maintain “*communities of interest*”
- Follow city/county/local government lines

Traditional Districting Principles

Preventing a Districting from Becoming a Gerrymander

There are a number of criteria that have been used nationally and upheld by courts.

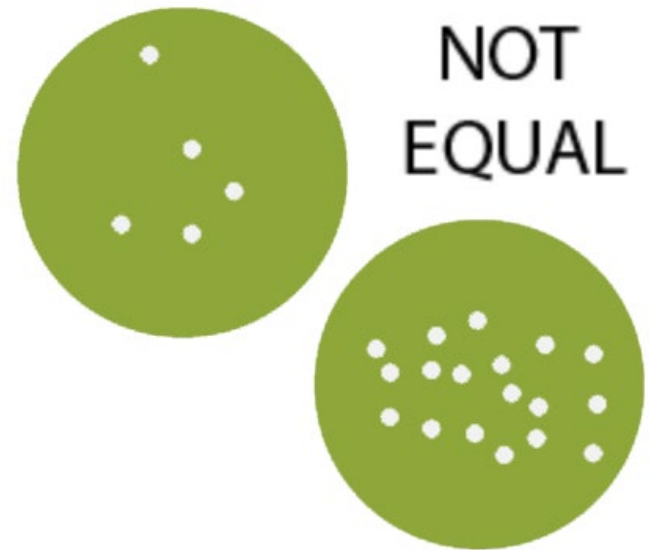
- **Relatively equal size – people, not citizens**
- Contiguous – districts should not hop/jump
- Keep districts compact – appearance/function
- Maintain “*communities of interest*”
- Follow city/county/local government lines

Equal Population

Utilizing the US Census Decennial File

What is “equal” population has been a key subject in districting litigation.

- Population Equality is based on “People” not citizens or voters or other metrics.
- 10% deviation or better.



Traditional Districting Principles

Preventing a Districting from Becoming a Gerrymander

There are a number of criteria that have been used nationally and upheld by courts.

- Relatively equal size – people, not citizens
- **Contiguous – districts should not hop/jump**
- Keep districts compact – appearance/function
- Maintain “*communities of interest*”
- Follow city/county/local government lines

Contiguity

Two definitions for what is contiguous

Contiguity should be thought of as “literal” and “functional.”

- An area that is one whole piece is “literally contiguous.”
- An area that represents how the population functions or how people are connected is “functionally contiguous.”



Traditional Districting Principles

Preventing a Districting from Becoming a Gerrymander

There are a number of criteria that have been used nationally and upheld by courts.

- Relatively equal size – people, not citizens
- Contiguous – districts should not hop/jump
- **Keep districts compact – appearance/function**
- Maintain “*communities of interest*”
- Follow city/county/local government lines

Compactness

Determining what is “compact”

The measure of compactness can get complicated.

- Ratio of the circumference of a district and the area of a district.
- Measuring the number of distinct straight lines and the number of kinks and bends.
- Simply outlawing funny shapes.



Traditional Districting Principles

Preventing a Districting from Becoming a Gerrymander

There are a number of criteria that have been used nationally and upheld by courts.

- Relatively equal size – people, not citizens
- Contiguous – districts should not hop/jump
- Keep districts compact – appearance/function
- **Maintain “*communities of interest*”**
- Follow city/county/local government lines

Communities of Interest

Bringing like people together for representation

Communities of interest are the building blocks of districts.

A community of interest includes ethnic and language minorities and other groups.

- Subjective
- Open-ended to be as inclusive as possible

Examples of Voting Rights Act Communities

- Latinos
- Asians
- African Americans

Communities of Interest

Bringing like people together for representation

Communities of interest are the building blocks of districts.

A community of interest includes ethnic and language minorities and other groups.

- Subjective
- Open-ended to be as inclusive as possible

Examples of Voting Rights Act Communities

- Latinos
- Asians
- African Americans

While communities of interest may include race, it cannot be the *predominant factor* in drawing district boundaries.

Communities of Interest

Bringing like-minded people together for representation

A community of interest includes ethnic and language minorities and other groups.

Other Communities, example are:

- People living near an industry (farming, higher education, manufacturing)
- Senior Citizens or Students
- Downtown / Urban
- Rural or Agricultural
- Homeowners or Renters

Communities of Interest

Three Critical Questions in Defining YOUR Community

Communities can be best described by answering these three questions:

- Does the community have a shared culture, characteristics or bond?
- Is the community geographic in nature? Is the community able to be mapped?
- What is the community's relationship with the jurisdiction being districted? How is it affected by the policy decisions made by the elected officials?

Traditional Districting Principles

Preventing a Districting from Becoming a Gerrymander

There are a number of criteria that have been used nationally and upheld by courts.

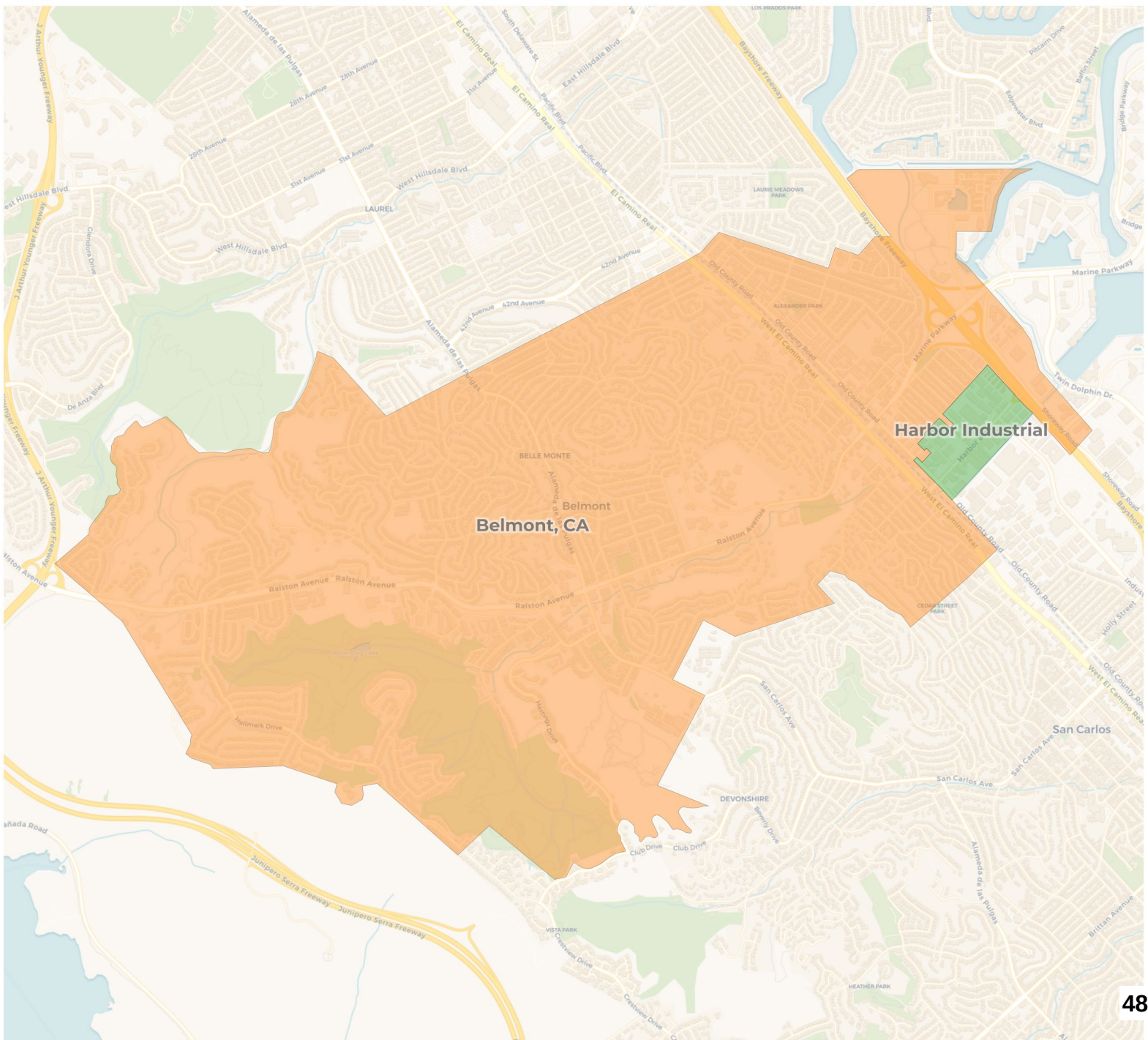
- Relatively equal size – people, not citizens
- Contiguous – districts should not hop/jump
- Keep districts compact – appearance/function
- Maintain “*communities of interest*”
- **Follow city/county/local government lines**

Traditional Districting Principles

Preventing a Districting from becoming a Gerrymander

Starting in 2020, cities and counties doing redistricting have additional criteria they must follow under the California Fair Maps Act.

- Process/transparency when conducting redistricting
- Not using incumbent or candidate residence as a Community of Interest
- Not drawing districts to advantage a political party



2020 Census

	Belmont, CA	Harbor Industrial
Population	28,335	178
Deviation	14,079	-14,078
Deviation %	98.8%	-98.8%
Other	16,134	42
Other %	56.9%	23.6%
Latino	3,523	122
Latino %	12.4%	68.5%
Asian	8,330	14
Asian %	29.4%	7.9%
Black	348	0
Black %	1.2%	0.0%

Citizen Voting Age Population (CVAP)

	Belmont, CA	Harbor Industrial
Total CVAP	17,736	81
Other CVAP	11,828	55
Other CVAP %	66.7%	68.0%
Latino CVAP	1,860	12
Latino CVAP %	10.5%	14.6%
Asian CVAP	3,799	11
Asian CVAP %	21.4%	13.6%
Black CVAP	248	3
Black CVAP %	1.4%	3.9%

Next Steps

Upcoming Hearings

January 11, 2022	Public Hearing on Districting
January 25, 2022	Public Hearing on Process
February 8, 2022	Draft Map Presentation
February 19, 2022	Outreach Presentation
February 22, 2022	Second Draft Map Presentation
March 8, 2022	Final Vote & Reading of Ordinance



REDISTRICTING PARTNERS



STAFF REPORT

Meeting Date: January 11, 2022
Agency: City of Belmont
Staff Contact: Jennifer Rose, Housing & Economic Development Manager, jrose@belmont.gov
Agenda Title: Issuance of Tax-Exempt Revenue Bonds by the California Municipal Finance Authority for the Benefit of IH Three21 Belmont, LLC
Agenda Action: Resolution

Recommendation

1. Conduct the public hearing under the requirements of the Tax Equity and Fiscal Responsibility Act (“TEFRA”) and the Internal Revenue Code of 1986, as amended (the “Code”).
2. Adopt a resolution approving the issuance of tax-exempt revenue bonds by the CMFA for the benefit of IH Three21 Belmont LLC (the “Borrower”) to provide financing for the *Three21 @ Belmont* affordable housing project located at 301-321 Oxford Way.

Strategic Focus Area

Economic Development and Housing

Background

The California Municipal Finance Authority (CMFA) was created on January 1, 2004 pursuant to a joint exercise of powers agreement to assist local governments, non-profit organizations and businesses with the issuance of taxable and tax-exempt bonds aimed at improving the standard of living in California. The CMFA’s representatives and its Board of Directors have considerable experience in bond financings. To date, over 300 municipalities have become members of CMFA.

IH Three21 Belmont LLC (the “Borrower”) has requested that the CMFA issue and sell revenue bonds in the maximum principal amount of \$40,000,000, for the purpose of making a loan to the Borrower, to enable the Borrower to finance or refinance the costs of the acquisition, development, construction and equipping of a 65-unit multifamily rental housing development for low-income families and residents, located at 301-321 Oxford Way, Belmont, California (the “Project”).

In order for all, or a portion of, the Bonds to qualify as tax-exempt bonds, the City of Belmont must conduct a public hearing pursuant to the Tax Equity and Fiscal Responsibility Act (the “TEFRA Hearing”), providing members of the community an opportunity to comment on the use of tax-exempt bonds for the financing of the Project.

Public Notice of this TEFRA Hearing was published December 28, 2021 in a general circulation newspaper and posted at City Hall.



Analysis

The Bonds to be issued by the CMFA for the Project will be the sole responsibility of the Borrower, and the City will have no financial, legal, moral obligation, liability or responsibility for the Project or the repayment of the Bonds for the financing of the Project. All financing documents with respect to the issuance of the Bonds will contain clear disclaimers that the Bonds are not obligations of the City or the State of California but are to be paid for solely from funds provided by the Borrower.

The Board of Directors of the California Foundation for Stronger Communities, a California non-profit public benefit corporation (the “Foundation”), acts as the Board of Directors for the CMFA. Through its conduit issuance activities, the CMFA shares a portion of the issuance fees it receives with its member communities and donates a portion of these issuance fees to the Foundation for the support of local charities. With respect to the City of Belmont, it is expected that that a portion of the issuance fee attributable to the City will be granted by the CMFA to the general fund of the City. Such grant may be used for any lawful purpose of the City.

As a condition of receiving tax-exempt bond financing, the subject multi-family project must restrict a minimum of 20% of the units to households earning less than 50% Area Median Income (AMI), and at least 55% of the units must earn less than 80% AMI. Approval of the Resolution (Attachment A) will facilitate provision of more affordable housing, which is a strategic objective of the City and consistent with the goals and policies of the General Plan Housing Element. Staff recommends that the Council adopt the resolution.

Alternatives

1. Take No Action; the requested Project financing could not proceed, and the Project would not be converted to affordable housing.

Attachments

- A. Resolution

Fiscal Impact

☒ No Fiscal Impact

The City of Belmont General Fund will receive a small allocation of the bond issuance fees to cover minimal administrative costs associated with this action.

☐ Funding Source Confirmed:

Source:

Other*

Purpose:

Statutory/Contractual Requirement

Public Outreach:

Other**

* California Municipal Finance Authority

** A Notice of Public Hearing was published by CMFA on 12/28/2021.

RESOLUTION NO. 2022 –

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT APPROVING THE ISSUANCE OF TAX EXEMPT REVENUE BONDS BY THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY FOR THE BENEFIT OF IH THREE21 BELMONT LLC, TO PROVIDE FINANCING FOR THE ACQUISITION, REHABILITATION, IMPROVEMENT AND EQUIPPING OF THREE21 @ BELMONT APARTMENTS AND OTHER RELATED ACTIONS

WHEREAS, IH Three21 Belmont LLC (the “Borrower”) which is an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986 (the “Code”) has requested that the California Municipal Finance Authority (the “Authority”) adopt a plan of financing providing for the issuance of qualified 501(c)(3) bonds as defined in Section 145 of the Code in one or more series issued from time to time, including bonds issued to refund such qualified 501(c)(3) bonds in one or more series from time to time, and at no time to exceed \$40,000,000 in aggregate principal amount (the “Bonds”), to finance or refinance the acquisition, rehabilitation, improvement and equipping of a multifamily rental housing project located at 301-321 Oxford Way, Belmont, California (the “Project”); and,

WHEREAS, pursuant to Section 147(f) of the Code, the issuance of the Bonds by the Authority must be approved by the City of Belmont (the “City”) because the Project is located within the territorial limits of the City; and,

WHEREAS, the Belmont City Council is the elected legislative body of the City of Belmont and is one of the “applicable elected representatives” required to approve the issuance of the Bonds under Section 147(f) of the Code; and,

WHEREAS, the Authority has requested that the City Council approve the issuance of the Bonds by the Authority in order to satisfy the public approval requirement of Section 147(f) of the Code and the requirements of Section 4 of the Joint Exercise of Powers Agreement Relating to the California Municipal Finance Authority, dated as of January 1, 2004 (the “Agreement”), among certain local agencies, including the City; and,

WHEREAS, pursuant to Section 147(f) of the Code, the City Council has, following notice duly given, held a public hearing regarding the issuance of the Bonds, and now desires to approve the issuance of the Bonds by the Authority.

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

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. The City Council hereby approves the issuance of the Bonds by the Authority. It is the purpose and intent of the City Council that this resolution constitute approval of the issuance of the Bonds by the Authority, for the purposes of (a) Section 147(f) of the Code by the applicable elected representative of the governmental unit having jurisdiction over the area in which the Project is located, in accordance with said Section 147(f) and (b) Section 4 of the Agreement.

SECTION 3. The issuance of the Bonds shall be subject to the approval of the Authority of all financing documents relating thereto to which the Authority is a party. The City shall have no responsibility or liability whatsoever with respect to the Bonds.

SECTION 4. The adoption of this Resolution shall not obligate the City or any department thereof to (i) provide any financing to acquire or construct the Project or any refinancing of the Project; (ii) approve any application or request for or take any other action in connection with any planning approval, permit or other action necessary for the acquisition, construction, rehabilitation, installation or operation of the Project; (iii) make any contribution or advance any funds whatsoever to the Authority; or (iv) take any further action with respect to the Authority or its membership therein.

SECTION 5. The officers and officials of the City are hereby authorized and directed, jointly and severally, to execute and deliver any and all documents which they deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution and the financing transaction herein authorized.

SECTION 6. This resolution shall take effect immediately upon its adoption.

* * *

ADOPTED January 11, 2022 by the City of Belmont City Council by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ATTEST:

City Clerk

Mayor

APPROVED AS TO FORM:

City Attorney



STAFF REPORT

Meeting Date: January 11, 2022
Agency: City of Belmont
Staff Contact: Jennifer Rose, Housing Manager, Finance Department, jrose@belmont.gov
Agenda Title: Review of Belmont General Plan Housing Element Update and Housing Development Projects
Agenda Action: For Information Only

Recommendation

Receive update on Belmont General Plan Housing Element 2023-2030 update process and review of housing development projects.

Strategic Focus Area

Economic Development and Housing

Background

The Housing Element is part of Belmont's General Plan and identifies policies and programs to meet the housing needs of the City's current and future residents. State law requires that every city and county in California adopt or update their General Plan Housing Element approximately every eight years. The state Department of Housing and Community Development (HCD) reviews and certifies that each jurisdiction's Housing Element meets all the requirements of the law. Belmont's previous Housing Element was adopted in 2015 and the new document must be adopted by January 2023.

The current Housing Element update requires a more extensive work effort than the previous cycle for several reasons. Belmont's Regional Housing Needs Allocation (RHNA) is significantly higher than last cycle, 1,785 compared to 468 units. Additionally, changes in state law make it more challenging to identify sites that can count towards meeting the RHNA requirement. Recently adopted housing element rules, such as requirements for Affirmatively Furthering Fair Housing (AFFH), are in effect for the first time this cycle and require new analysis.

The City is collaborating with other jurisdictions in San Mateo County to complete our Housing Element through 21 Elements, with additional support from a Housing Element Project Manager and an environmental consulting firm preparing a Programmatic Environmental Impact Report pursuant to the California Environmental Quality Act (CEQA).

This study session provides a brief summary of the current housing element update process and remaining work efforts, and includes a brief overview of current housing development activity. No action is required by the City Council at this time.



Regional Housing Needs Allocation (RHNA)

To determine how much housing a jurisdiction needs to plan for during a housing element cycle, HCD looks at several factors like how many jobs there are, how close people live to their place of work, and how many new jobs and new people the jurisdiction expects. After doing this, they assign each region a number called the Regional Housing Needs Allocation (RHNA). The Association of Bay Area Governments (ABAG) determines how much each Bay Area city is responsible for based on their size and how they are expected to grow by 2050, according to Plan Bay Area. Cities do not need to ensure these homes are built, but they do need to put in place the proper zoning and address constraints so the private sector can build the housing. Almost all cities in the Bay Area have a significantly higher target this RHNA cycle than in the past primarily due to changes required by a new law that better accounts for existing overcrowding. Belmont's income-specific sixth-cycle RHNA allocation is:

Belmont RHNA-6 Allocation	
Very Low Income:	488 units
Low Income:	281 units
Moderate Income:	283 units
Above Mod Income:	733 units
Total:	1,785 units

Housing Element Update Process

The sixth-cycle Housing Element covers years 2023-2031 and includes several major components:

1. **Housing Needs Assessment:** Analyze demographic and housing trends and conditions.
2. **Constraints Analysis:** Analyze and address existing and potential governmental and nongovernmental constraints to the development of housing.
3. **Evaluation of Past Performance:** Assess progress in implementing the policies and programs from the prior Housing Element.
4. **Housing Sites Inventory:** Identify housing sites available for development or redevelopment, ensuring that there is sufficient capacity to address the Regional Housing Needs Allocation.
5. **Policies and Programs:** Establish policies and programs to address the identified housing needs.
6. **Community Outreach and Engagement:** Conduct a thorough program of community engagement, with a particular focus on outreach to traditionally underrepresented groups.

The work effort to update the Belmont Housing Element was initiated in February 2020. The following is a summary of completed activities:

- **February 2020** – the City engaged Diana Elrod Consulting to serve as the Housing Element Project Manager and begin a sites inventory analysis of available properties in Belmont.
- **December 2020** – After completing a thorough selection process, the City retained Rincon Consultants, Inc. to prepare a Programmatic Environmental Impact Report that would analyze all potential environmental impacts of the planned development contemplated in the Housing Element Update.



- **April 2021** – First community engagement meeting held on April 8, 2021, “Intro to the Housing Element Update,” in collaboration with the Let’s Talk Housing Countywide outreach effort.
- **May 2021** – City Council Study Session to review housing element update workplan and RHNA allocation.
- **July 2021** – CEQA EIR Notice of Preparation issued along with a public inventory map showing draft housing opportunity sites; EIR Scoping meeting held on July 21, 2021.
- **October 2021** – Kickoff the first of several Countywide community stakeholder listening sessions.
- **December 2021** – Staff review of working draft EIR sections completed.
- **January 2022** – Draft “Affirmatively Furthering Fair Housing” (AFFH) section completed; review with HCD scheduled.

The follow table summarizes remaining work tasks and timeline for completion over the next year, which includes a significant level of community engagement and public meetings. Note that the Housing Element must be adopted and submitted to HCD for final certification no later than January 31, 2023.

Proposed Schedule for Housing Element Update	
Community Engagement Efforts	January-March 2022
City Council (CC) and Planning Commission (PC) Study Sessions	March 2022
Release of Draft EIR & Housing Element (45 Day Public Review)	April 2022
CC and PC Public Review of Housing Element & Draft EIR	Late May 2022
Submit Draft Housing Element to HCD for 60 Day Review	June 2022
Respond to HCD Comments	October 2022
Revise Draft Housing Element	November 2022
Adoption Hearings CC & PC	January 2023
Submit Adopted Housing Element to HCD	January 31, 2023

Other Long Range Planning Efforts

The draft housing opportunity sites for the Belmont sixth-cycle housing element include several properties that will need to be rezoned to accommodate the forecasted housing development. The State recently adopted legislation requiring that any rezoning efforts required to meet the RHNA allocation must be completed within one year of adoption of the housing element update. The City will need to complete several zone text amendments in 2023 to remain in compliance with the housing element.

The Belmont RHNA allocation and Housing Element update will also plan for population growth that exceeds the forecasts included in the Belmont 2035 General Plan and Belmont Village Specific Plan (both adopted in November 2017). Subsequent to adoption of the Housing Element update in January 2023, the City will be required to prepare corresponding updates to the Land Use section of the General Plan and the Belmont Village Specific Plan. Additionally, the State of California passed legislation which now requires that all cities and counties prepare updates to the Safety Element of the General Plan to provide programs and policies related to hazard evacuation for all planned housing growth. All of these long-range planning efforts will need to be completed in a timely manner following adoption of the housing element.



Pipeline Development Activity

The City is currently processing a number of multi-family residential developments, which are in various stages of review, in advance of scheduling public hearing. The size/scale, unit type, and location of these projects are variable. Most are apartment rental developments, some are all affordable, and others include affordable units consistent with the City's statutory minimum. While project locations do vary, a general trend is that these proposed developments are located within or directly adjacent to the City's El Camino Real Transit Corridor.

Attachment A provides a snapshot of current development activity projects in the City, and includes 597 new housing units. Of these units, sixteen are for-sale townhomes and the rest are rental apartments, and a total of 226 units will be reserved as affordable to low-income households. The City of Belmont remains on track to meet our current fifth-cycle RHNA allocation for the total number of new housing units, and will continue to have a significant amount of new housing unit development in the next housing cycle.

Attachments

A. Current Housing Development Activity – November 2021

Fiscal Impact

- ☒ No Fiscal Impact
☐ Funding Source Confirmed:

Source:

Staff

Purpose:

Plan Implementation*

Public Outreach:

Posting of Agenda

* Belmont General Plan Housing Element

Current Residential Development Activity in the City of Belmont City Council Meeting January 11, 2022



815 Old County Road

Description: 177 Residential Apartment Units;
15% (27 units) reserved as affordable housing

Applicant: Carmel Partners

Review Authority: Planning Commission

Status: Approved June 2021; Project grading
has commenced, Primary construction activity
anticipated Q1 2022



800-803 Belmont Avenue (at El Camino Real)

Description: 125 Affordable Residential Apartment Units
Applicant: ROEM, Inc.

Review Authority: City Council

Anticipated Public Hearings: Jan/Feb 2022

CEQA Review: Draft EIR public review starting November
2021

Funding: In October 2022, this project was awarded
\$9.25M from the San Mateo County Affordable Housing
Fund (AHF).



800 Laurel Avenue

Description: 16 Residential (For Sale)
Townhome Units; Includes Rezoning to Planned
Development (PD) District

Applicant: Galen Ma & Victor Lo for Sierra Investments

Review Authority: City Council

Status: Approved by PC October 2021, CC review scheduled
11/23/21



900 El Camino Real (at Hill Street)

Description: 37 Affordable Residential
Apartment Units

Applicant: LINC Housing

Review Authority: City Council

Anticipated Public Hearing Review: Spring 2022

Funding: County AHF \$1.9M



608 Harbor Boulevard (at Old County Road)

Description: 103 Residential Apartments, 15% (16 units) reserved as affordable housing
Includes Annexation from Unincorporated San Mateo County Lands (Harbor Industrial Area) **Applicant:** Windy Hill Corporation
Review Authority: City Council
Anticipated Public Hearing Review: Q1 2022



580 Masonic Way

Description: 139 Residential Apartments, 15% (21 units) reserved as affordable housing
Applicant: Prometheus Real Estate Group
Review Authority: City Council
Anticipated Public Hearing Review: Q4 2022

Projects Currently Under Construction



Firehouse Square, 1300 El Camino Real

Description: Mixed Use (Residential/Commercial) Project includes 66 Affordable Residential Apartments, 15 Market Rate Townhouses and 3,750 square feet of Commercial Space.
Applicant: Midpen Housing & Sares Regis Group



1325 Old County Road

Description: Mixed Use (Residential/Commercial), 250 Residential Apartments, 15% Affordable (38 units) and 3,000 Sq. Ft. Commercial/Community Use Flex Space
Applicant: Windy Hill

Residential Development Activity Summary:

- Total New Housing Units: 928
- Under Construction: 316
- Restricted Affordable Units: 330



STAFF REPORT

Meeting Date: January 11, 2022
Agency: City of Belmont
Staff Contact: Jozi Plut, City Clerk/Communications Coordinator, jplut@belmont.gov, 650-595-7414
Agenda Title: Council Intergovernmental Assignments for Calendar Year 2022
Agenda Action: Discussion & Direction

Recommendation

The City Council should review and make changes to City Council Intergovernmental Assignments for calendar year 2022 as necessary.

Strategic Focus Area

Not Applicable

Background

City Councilmembers serve on various regional Intergovernmental Committees and Commissions and as delegates to local organizations representing the City of Belmont. Additionally, Councilmembers also serve on a number of City subcommittees. These assignments are reviewed and modified annually following the reorganization of the Council and/or the swearing in of new Councilmembers.

Analysis

Councilmembers are assigned to various County-wide Intergovernmental Committees and Joint Powers Boards. Some of these assignments are conducted by the Mayor and Vice Mayor, as noted on Attachment A. Votes for the City Selection Committee appointments are made by the Mayor or his or her delegate at meetings conducted by San Mateo County staff at the monthly Council of Cities meetings.

Assignments in Belmont have historically been made by consensus when individual Councilmembers express their interest, desire, and availability for the various agencies and committees. If more than one Councilmember is interested in an assignment, a vote can be taken to determine the assignment. Note that some assignments have two delegates, while others have a delegate plus an alternate.

The Council should review the list and determine if any changes are to be made in the various assignments. The Council could also consider eliminating any subcommittees that are no longer active or necessary; likewise, it could add any additional subcommittees if appropriate.

Alternatives

1. Do not take action or defer action to a subsequent meeting.

Attachments

- A. List of 2021 Assignments



Fiscal Impact

☒ No Fiscal Impact

Source:

Staff

Purpose:

Discretionary Action

Public Outreach:

Posting of Agenda

COUNCIL COMMITTEE AND INTERGOVERNMENTAL ASSIGNMENTS-2021

Committee	Delegate/Rep	Alternates	Schedule	Contact
2+2 Committee with Mid-Peninsula Water District	Stone Hurt	n/a	As Needed	Public Works Director
2+2+2 Committee Discuss issues that affect the Elementary School	Stone Mates	n/a	As Needed	City Manager
Audit Subcommittee	Vice Mayor McCune		Quarterly	Finance Director
Barrett Community Center Committee	Lieberman Mates	n/a	As Needed	City Manager/P&R Director
Belmont-SC Fire Dept JPA	Lieberman	Stone	As Needed	City Manager
(C/CAG) City/County Association of Governments Boards Congestion Management Agency	Hurt	Mates	Monthly 2nd Thursday, 7:00 p.m..	650-599-1406
City Selection Subcommittee	Mayor Vice Mayor		As Needed	
Cross Country Course Subcommittee	Hurt Stone	n/a	As Needed	City Manager/P&R Director
Economic Development Subcommittee	Lieberman Mates	n/a	As Needed	City Manager
Four Corners Ad Hoc Committee Addressing traffic/circulation at Alameda/San Carlos	Stone Lieberman	n/a	As Needed	City Manager
Liaison Senior Citizen Advisory Committee	Stone	Hurt	Odd Months 4th Tuesday, 3:00 P.M.	Parks and Rec
Liaison to Belmont Chamber of Commerce	Stone Mates		3rd Thurs, noon, Motel 6	Mary Morrissey-Parden
Notre Dame de Namur University Advisory Board	Hurt	Mates	As Needed	City Manager

Placemaking Subcommittee	Hurt Mates	n/a	As Needed	Com Dev
Public Safety Subcommittee	Hurt Mates	n/a	As Needed	City Manager/Police Chief
Short-Term Rentals	Stone Lieberman	n/a	As Needed	City Attorney
Silicon Valley Clean Water JPA for Waste Treatment	Lieberman	Hurt	Monthly, 3rd Monday, 8:00 a.m.	650-591-7121
Youth Advisory Committee	Stone McCune	n/a	As Needed	Parks and Rec
Joint Powers Authorities/Intergovernmental Agencies				
San Mateo County Pre-Hospital Emergency Services JPA	Lieberman	Stone	Quarterly	City Manager
Peninsula Traffic Congestion Relief Alliance Traffic issues	Hurt	Stone	Even months 3rd Thursday, 8 am	
ABAG General Assembly Representative Regional planning agency for land use, housing, environmental quality, and economic development	Mayor	Vice Mayor	April, November General Assembly Meetings	
Peninsula Division, League of CA Cities State and local legislative issues (All Councilmembers invited)	Mayor	Vice Mayor	Quarterly dinner meetings	League of CA Cities
San Mateo County Mosquito and Vector Control District Independent Special District, keeps database on mosquito sources	Citizen Representative: Wade Leschyn Term expires 12/22	n/a	Monthly 2nd Tuesday, 7:30 pm	650-344-8592
San Mateo County Library JPA Policy direction, oversee budget, services & library programs	Stone	Mates	Quarterly plus one 2nd Monday, 8:00 A.M.	Ann-Marie Despaine, Library Director
SFO Roundtable Issues include Noise, Runway Configurations	McCune	Hurt	1st Wednesday of Month 6 x yr, 7:00 p.m.	James Casteñeda (650) 363-1853

San Mateo County Emergency Service Council Disaster Preparedness	Hurt	McCune	Quarterly 3rd Thursday, 5:30 p.m., Courthouse	Lt. Craig Denton (650) 599-1295 Kathleen Pape (650) 363-4790
San Mateo County Council of Cities/City Selection Committee Guest Speakers, current issues (All Councilmembers invited)	Mayor	Vice Mayor	Monthly-Dinner meeting 4th Friday, 6:00 p.m.	<u>Sukhmani Purewal (650) 363-1802</u> spurewal@smcgov.org
Regional Housing Needs Policy Committee	Stone	Hurt	As Needed	Carlos de Melo Sandy Wong, C/CAG
Housing and Regional Trust (HEART) Member Agency Committee	Mates	Stone	2-3 annually, 3rd Wed, 7:30 a.m.	HEART Exec Director, (650) 204-5640
Grand Boulevard	Mates	Vacant	2-3 times annually	Carlos de Melo
Cal Mod (Caltrain Modernization) (LMPG)	McCune	Hurt	Last Thurs of Month 6-8 pm	(650) 508-6493
SBWMA (South Bay Waste Management Authority – “Rethink Waste”)	Hurt	Stone	4th Thursdays, 2:00 p.m., San Carlos	Rethink Waste (650)802-3510
Peninsula Clean Energy (PCE)	Mates	Stone	4th Thursdays 6:30 p.m.	City Manager
Home For All Initiative	Mates	Stone	As Needed	City Manager
San Mateo Consolidated Fire Department	Lieberman	Stone	Quarterly	City Manager
THESE APPOINTMENTS ARE MADE BY THE CITY SELECTION COMMITTEE (Council of Cities):				
Association of Bay Area Governments Regional planning agency for land use, housing, environmental quality, and economic development	Local Agency Formation Commission (LAFCO) Authority over all reorganizations & boundary changes within County		Bay Area Air Quality Management District Works to reduce air contaminants within the District	

Metropolitan Transportation Commission (MTC) Reviews applications for state & federal transportation funds, maintains regional transportation plan for Bay Area	California Identification System (Cal-ID) Determine the placement of Random Access Network equipment within the County	Peninsula Corridor Joint Powers Board (Caltrain) Set policy for operation of Peninsula Commute Service
Community Development Committee Reviews the needs & priorities for Community Development Block Grant funds received by the County	Supplemental Law Enforcement Oversight Committee Review Supplemental Law Enforcement Service Fund expenditures	Domestic Violence Council Evaluate efforts to reduce domestic violence, raise public awareness and collect statistics
San Mateo County Transit District (Samtrans) Set District Policies	San Mateo County Transportation Authority (SAMTAC) Implement Measure A	HEART (Housing Endowment and Regional Trust) Board
THESE APPOINTMENTS ARE MADE THROUGH C/CAG:☐		
2020 Peninsula Gateway Corridor Technical Advisory Committee Policy Advisory Committee	Airport Land Use Committee (ALUC)	Bicycle and Pedestrian Advisory Committee (BPAC)
Congestion Management Program and Environmental Quality Committee (CMEQ) addresses environmental issues	Congestion Management Program Technical Advisory Committee (TAC)	Legislative Committee
National Pollutant Discharge Elimination Technical Advisory Committee (NPDES)	Integrated Waste management (SWAC)	Utilities Sustainability Task Force (USTF)