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

www.belmont.gov

CITY COUNCIL REGULAR MEETING AGENDA
Tuesday, March 22, 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 2022-015. 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. Proclamation Celebrating the College of San Mateo's 100th Anniversary

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 Financials - December 2021

Recommendation: Motion to receive Monthly Financial Reports

Attachment(s):
- Staff Report
- December Monthly Financial Reports

B. Housing Element Annual Progress Report (2021) and Housing Successor Agency Annual Report (FY 2021)

Recommendation: Approve the Housing Element Annual Report 2021 and the Housing Successor Annual Report FY 2021, and direct transmittal to the California Governor's Office of Planning and Research (OPR) and the California Department of Housing and Community Development (HCD)

Attachment(s):
- Staff Report
- Housing Element Annual Progress Report 2021
- Housing Successor Annual Report FY 2021

C. The El Camino Real and Old County Road Sanitary and Storm Sewer Rehabilitation Project, CCN 2020-590

Recommendation: Adopt a resolution accepting the work and authorizing the issuance of a Notice of Completion for the El Camino Real/Old County Road Sanitary and Storm Sewer Rehabilitation Project, City Contract Number 2020-590

Attachment(s):
- Staff Report
- Resolution

D. 2022 Pavement Project, CCN 2022-607

Recommendation: Adopt a resolution authorizing the City Manager to execute a Task Order with Pavement Engineering, Inc. to provide Construction Management and Inspection services for an amount not to exceed $358,125 for the 2022 Pavement Project, City Contract Number 2022-607

Attachment(s):
- Staff Report
- Resolution

PEI Proposal

E. Belmont Pavement Preservation Project, CCN 2022-608

Recommendation: Adopt a resolution approving plans and specifications, authorizing advertisement for sealed bids, and authorizing the City Manager to execute a contract with the lowest responsible bidder for an amount not to exceed $546,470.50, plus a 10% construction contingency for the Belmont Pavement Preservation Project, City Contract Number 2022-608

Attachment(s):

Staff Report
Resolution

8. PUBLIC HEARINGS

A. District Elections Map, At-Large Mayor, and Sequence of Elections (Presentation and Public Hearing will begin at 7:30 PM)

Recommendation: The Council may at this public hearing meeting:
1) Select a map establishing council districts
2) Decide whether the first mayoral election is in November 2022 or 2024
3) Decide which district seats will be up for election in November 2022 and 2024
4) Adopt an ordinance establishing a by-district system of electing four members of the City Council and an at-large Mayor

Attachment(s):

Staff Report
Draft Map 1
Draft Map 2
Draft Ordinance
Presentation

B. 2nd Reading - Disposable Food Service Ware Ordinance Amendment

Recommendation:
1. Conduct a Public Hearing
2. Adopt an ordinance adopting by reference San Mateo County Ordinance Code (SMCOC) Chapter 4.107 with city amendments regulating the use of disposable food service ware by food facilities

Attachment(s):

Staff Report
Disposable Food Service Ware Ordinance Amendment

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. Parks, Recreation, and Open Space Master Plan Update

Recommendation: Receive presentation

Attachment(s):

Staff Report
Presentation
Draft Park Recommendations

10. BRIEF VERBAL REPORTS FROM MEMBERS AND STAFF

A. Verbal report from Councilmembers on Intergovernmental (IGR) and Subcommittee Assignments

B. 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.

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:	March 22, 2022
Agency:	City of Belmont
Staff Contact:	Grace Castaneda, Finance Director, (650) 595-7436, gcastaneda@belmont.gov
Agenda Title:	Monthly Financial Reports – December 2021
Agenda Action:	Motion

Recommendation
Motion to Receive Monthly Financial Reports.

Strategic Focus Area
Not Applicable

Background
The Monthly Financial Reports are regularly transmitted to Council each month. The December financial reports were included as part of the Mid-Year Review item on the February 8, 2022 Council meeting agenda. However, the item was subsequently continued to the February 22, 2022 Council meeting and, in the process, the December financial reports were inadvertently missed. Therefore, the December financial reports are included on this March 22, 2022 Council meeting agenda for Council's consideration and motion to receive the Monthly Financial Reports.

Analysis
This is a transmittal report for the December Monthly Financial Reports.

Alternatives
1. None

Attachments
A. December Monthly Financial Reports

Fiscal Impact
☒ No Fiscal Impact
☐ Funding Source Confirmed:

Source:	Purpose:	Public Outreach:
Staff	Discretionary Action	Posting of Agenda

CITY OF BELMONT

FISCAL YEAR 2022

MONTHLY FINANCIAL REPORT - DECEMBER 31, 2021



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 on pg. 4).

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

BUDGET VARIANCE REPORT

- Management Discussion & Analysis
- Tax Trends

CASH DISBURSEMENTS & PURCHASE ORDER ACTIVITY REPORT

- Amounts equal to and above $5,000

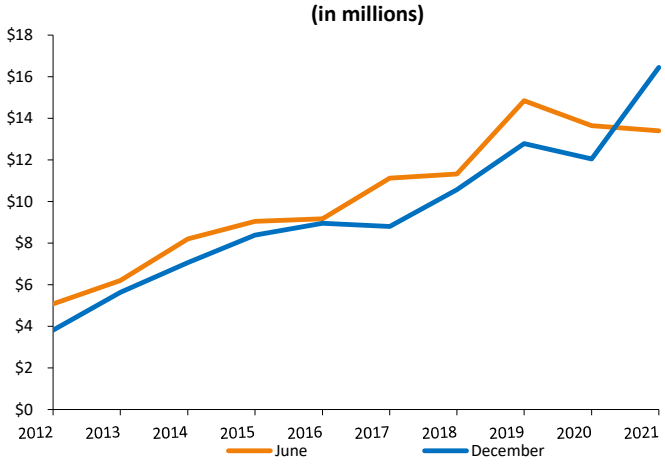
This report contains financial information which has not been reviewed or audited by an independent auditor, does not reflect the application of generally accepted accounting principles in all instances and is subject to future revision. This report has not been prepared with a view to informing an investment 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.

CALIFORNIA BELMONT

City of Belmont
Performance at a Glance
Results for the Period Ended December 31, 2021
(000's)

General Fund Balance Trend
(in millions)

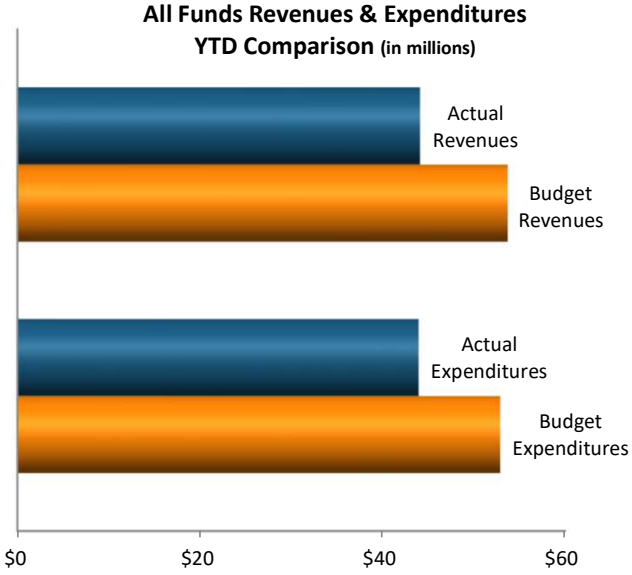


General Fund Balance Trends*

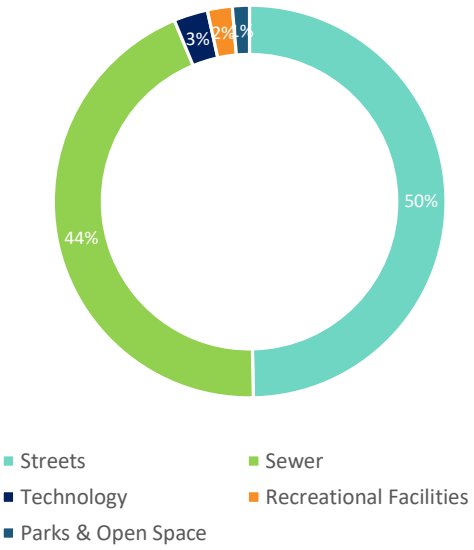
6/30/2012	$5,085	Audited
6/30/2013	$6,200	Audited
6/30/2014	$8,204	Audited
6/30/2015	$9,049	Audited
6/30/2016	$9,177	Audited
6/30/2017	$11,128	Audited
6/30/2018	$11,325	Audited
6/30/2019	$14,846	Audited
6/30/2020	$13,637	Audited
6/30/2021	$13,398	Audited
12/31/2021	$16,441	Unaudited

* excludes Measure I

All Funds Revenues & Expenditures
YTD Comparison (in millions)



Capital Improvement Plan



General Fund

The General Fund balance is $16.4 million, a $3.0 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, Supplemental Law Enforcement, RMRA Street Project, Planned Park, 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 $0.3 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 December 31, 2021
(000's)

Fund	Fund Name	Audited Fund Bal. 06/30/21 (1)	Revenues YTD Budget	YTD Actual (2)	Variance (Under) Over	%	PY YTD Actual	Expenditures YTD Budget	YTD Actual (3)	Variance Under (Over)	%	PY YTD Actual	Unaudited Fund Bal. 12/31/21 (1)+(2)-(3)	PY YTD Fund Bal. 12/31/20
GENERAL FUND														
101	General	*$13,398*	$13,177	$14,292	$1,115	108%	$11,802	$12,920	$11,249	$1,671	87%	$13,599	***$ 16,441***	*12,056*
102	Measure I	*3,751*	1,011	785	(226)	78%	826	2,055	736	1,319	36%	244	***3,800***	*2,478*
SPECIAL REVENUE FUNDS														
205	Recreation	*21*	1,394	640	(754)	46%	861	1,337	1,448	(111)	108%	1,275	***(787)***	*(414)*
206	Library Maintenance & Operation	*962*	154	152	(2)	99%	154	224	184	40	82%	171	***930***	*1,017*
207	Athletic Field Maintenance	*377*	38	58	20	153%	55	50	35	15	71%	17	***400***	*362*
208	City Tree	*326*	3	5	2	155%	8	37	22	14	61%	30	***309***	*340*
209	Senior Services Donation	*86*	3	0	(3)	1%	0	0	0	0	N/A	0	***86***	*86*
210	Development Services	*417*	2,597	2,080	(517)	80%	2,591	2,665	2,497	168	94%	1,971	***0***	*620*
212	General Plan Maintenance	*738*	101	75	(25)	75%	157	185	0	185	0%	53	***814***	*512*
223	Belmont Fire Protection District	*15,403*	7,346	6,229	(1,117)	85%	6,671	5,780	8,813	(3,033)	152%	8,106	***12,819***	*11,957*
225	Police Grants and Donations	*35*	0	0	(0)	11%	(0)	3	1	1	49%	0	***34***	*35*
227	Supplemental Law Enforcement	*0*	106	107	1	101%	105	105	144	(38)	136%	109	***(37)***	*(1)*
231	Street Maintenance	*711*	1,221	563	(658)	46%	591	1,179	1,046	133	89%	1,137	***228***	*401*
232	RMRA Street Project	*323*	267	223	(44)	84%	206	888	618	270	70%	14	***(71)***	*780*
233	Measure W	*250*	133	90	(43)	68%	401	300	0	300	0%	0	***340***	*0*
234	Street Improvements	*2,161*	1,801	2,135	334	119%	662	2,309	1,521	788	66%	518	***2,775***	*1,308*
237	Traffic Impact	-	844	0	(844)	0%	0	0	0	0	N/A	0	***0***	*0*
239	Public Art	-	278	0	(278)	0%	0	0	0	0	N/A	0	***0***	*0*
275	Affordable Housing Successor	*3,688*	2,070	40	(2,030)	2%	237	278	241	38	86%	82	***3,487***	*3,774*
277	Inclusionary Housing	*2,385*	141	0	(141)	0%	2	0	0	0	N/A	1,000	***2,385***	*2,268*
	Total Special Revenue	*27,885*	18,496	12,397	(6,099)	67%	12,702	15,338	16,570	(1,232)	108%	14,484	***23,712***	*23,046*
CAPITAL PROJECT FUNDS														
308	General Facilities	*827*	2	0	(2)	9%	8	224	85	139	38%	104	***743***	*925*
310	Infrastructure	*2,302*	612	1	(611)	0%	7	1,008	180	827	18%	1	***2,122***	*2,824*
312	Comcast PEG Program	*363*	1	0	(1)	11%	1	60	0	60	0%	11	***363***	*363*
341	Planned Park	*357*	1,505	0	(1,505)	0%	9	479	424	55	88%	3,553	***(67)***	*1,118*
342	Park Impact	*1,397*	1,590	0	(1,590)	0%	18	1,625	0	1,625	0%	0	***1,397***	*381*
343	Open Space	*206*	0	0	(0)	10%	1	35	7	28	21%	16	***199***	*219*
704	Special Assessment Districts	*308*	1	0	(1)	11%	1	0	0	0	N/A	0	***308***	*308*
	Total Capital Projects	*5,760*	3,711	1	(3,710)	0%	43	3,431	696	2,735	20%	3,685	***5,065***	*6,137*
DEBT SERVICE & OTHER FUNDS														
406	Library Bond Debt Service	*267*	338	337	(1)	100%	338	342	517	(174)	151%	507	***87***	*93*
501-505	Sewer Collection System	*20,034*	8,754	7,054	(1,700)	81%	7,235	8,946	4,587	4,359	51%	7,981	***22,501***	*14,012*
507	Sewer Treatment	*24,301*	1,616	1,573	(44)	97%	1,602	2,707	2,535	171	94%	3,069	***23,338***	*20,708*
525	Storm Drainage Enterprise	*3,585*	1,122	495	(626)	44%	980	1,368	1,007	361	74%	1,062	***3,073***	*4,417*
530	Solid Waste Management	*1,582*	250	223	(27)	89%	206	247	223	24	90%	209	***1,582***	*1,537*
570	Worker's Compensation	*1,337*	388	375	(13)	97%	373	329	551	(223)	168%	521	***1,160***	*654*
571	Liability Insurance	*3,375*	242	(1,418)	(1,660)	-585%	(1,144)	797	495	302	62%	450	***1,462***	*1,149*
572	Self Funded Vision	-	6	5	(1)	90%	8	7	(4)	11	-61%	(3)	***9***	*11*
573	Fleet & Equipment Management	*5,831*	2,544	2,558	14	101%	2,635	2,622	1,905	716	73%	2,026	***6,483***	*4,753*
574	Facilities Management	*41*	1,342	822	(520)	61%	909	1,047	1,077	(30)	103%	930	***(214)***	*185*
575	Benefit Prefunding	*1,396*	729	688	(41)	94%	774	746	970	(225)	130%	1,186	***1,114***	*1,149*
775	Successor Agency Trust Fund[1]	*(3,430)*	1	3,923	3,923	620753%	89	0	833	(833)	N/A	767	***(339)***	*(4,883)*
	Total Debt & Other	58,319	17,331	16,634	(696)	96%	14,003	19,157	14,697	4,460	77%	18,704	60,257	43,785
	Total All Funds	**$109,114**	**$53,726**	**$44,110**	**($9,616)**	**82%**	**$39,377**	**$52,901**	**$43,948**	**$8,952**	**83%**	**$50,715**	**$109,276**	**$87,501**

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 December 31, 2021
(000's)

	General Fund						All Other Funds					
	Year to Date (YTD)				Annual	PY YTD	Year to Date (YTD)				Annual	PY YTD
	Budget	Actual	Variance	%	Budget	Actual	Budget	Actual	Variance	%	Budget	Actual
REVENUES												
Taxes	$8,194	$7,973	($222)	97% **a**	$16,388	$7,574	$9,262	$11,842	$2,581	128% **a**	$18,523	$8,442
Property Taxes	3,189	2,965	(223)	93% *	6,378	3,120	7,269	10,116	2,847	91%	14,537	6,766
Sales Taxes	1,917	1,476	(441)	77%	3,833	1,818	1,503	1,238	(265)	71%	3,006	1,186
Other Taxes	3,089	3,531	443	114% *	6,177	2,635	490	488	(1)	99%	980	490
Licenses and permits	536	414	(123)	77% **b**	1,073	483	922	887	(35)	96%	1,844	903
Intergovernmental	1,728	3,336	1,608	193%	3,456	467	3,333	1,415	(1,919)	42% **d**	6,667	709
Charge for services	2,045	2,125	80	104%	4,090	3,096	20,792	16,049	(4,743)	77% **e**	41,584	16,117
Fines and forfeits	82	54	(28)	66%	164	74	-	-	-	N/A	-	-
Use of money and property	451	374	(77)	83%	902	61	336	146	(190)	43% **f**	672	328
Miscellaneous	141	17	(124)	12% **c**	282	48	70	(537)	(608)	-766% **g**	140	(1,449)
Other financing sources	-	-	-	N/A	-	-	1,875	17	(1,858)	1% **h**	3,750	4
Operating transfers in	-	-	-	N/A	-	-	3,959	-	(3,959)	**i**	7,918	2,521
Total Revenues	**13,177**	**14,292**	**1,115**	**108%**	**26,354**	**11,802**	**40,549**	**29,818**	**(10,731)**	**74%**	**81,098**	**27,575**
EXPENDITURES												
General government	3,183	2,756	(428)	87%	6,367	3,469	4,086	3,931	(155)	96%	8,173	4,206
Public safety	7,215	7,403	188	103% **j**	14,431	7,030	5,888	8,958	3,071	152% **k**	11,776	8,215
Streets and utilities	-	-	-	N/A	-	-	19,274	11,472	(7,802)	60%	38,547	12,566
Culture and recreation	1,014	1,090	77	108%	2,027	1,163	3,325	3,027	(297)	91%	6,650	5,818
Urban redevelopment	-	-	-	N/A	-		2,117	2,015	(102)	95%	4,234	2,619
Debt service	-	-	-	N/A	-	-	2,839	3,296	456	116% **l**	5,679	3,108
Operating transfer out	1,508	-	(1,508)		3,015	1,937	2,452	-	(2,452)		4,903	584
Total Expenditures	**12,920**	**11,249**	**(1,671)**	**87%**	**25,840**	**13,599**	**39,981**	**32,699**	**(7,282)**	**82%**	**79,962**	**37,116**
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	**$257**	**$3,043**			**$514**	**($1,797)**	**$568**	**($2,881)**	**($18,012)**		**$1,137**	**($9,541)**

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.

General Fund:

Expenditures

j) Public safety - The annual contribution to the SPCA construction costs was paid in December.

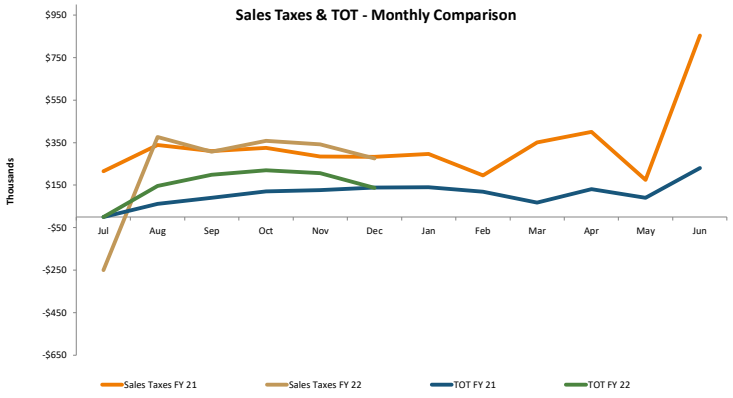
Other Funds

Expenditures

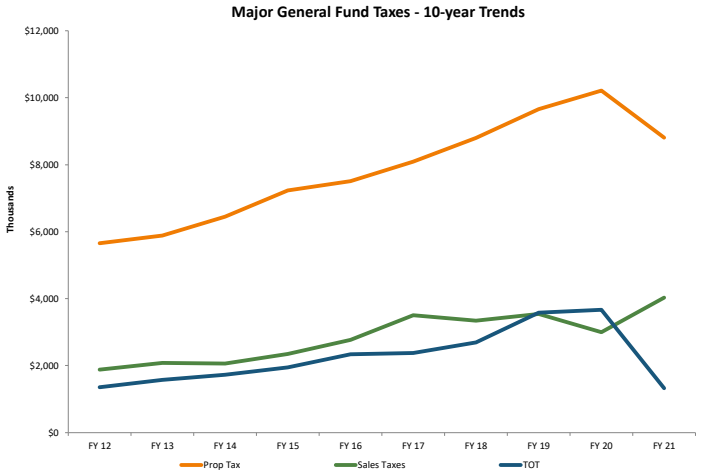
k) Public safety - First quarter payments of $1.6M to BSCFD and $2.1M to San Mateo Consolidated Fire Department.

l) 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.



City of Belmont
Disbursements & Purchase Order Activity Report
Results for the Period Ended December 31, 2021

Disbursements Amounts Equal to $5,000 and Above

Vendor	Description	Date	No.	Amount
ADP	12/21 ADP FEES	12/24/21	DAJ000007073	5,562.25
BAMACOR, INC.	SUPPLIES	12/9/21	EFT00027175	16,775.80
BELMONT SAN CARLOS FIRE DEPT	Q3 MEMBER CONTRIBUTION	12/17/21	EFT00027314	42,895.15
BENEFIT COORDINATORS CORP	Nov 2021 Life and LTD Billing	12/9/21	EFT00027161	12,598.19
BKF ENGINEERS	Alameda proj Aug-Sept	12/17/21	EFT00027296	5,348.06
BROADCAST MICROWAVE SERVICES LLC	TAHOE M8 SYSTEM CORE I7	12/3/21	EFT00027133	8,978.60
CAIRO BUILDER INC	BSCC ROOF REPLACEMENT RETAINER	12/17/21	EFT00027286	79,500.00
CALPERS	COB CONTRIBUTIONS PPE 11/19/21	12/24/21	DAJ000007107	104,617.94
CALPERS	COB CONTRIBUTION PPE 12/3/21	12/24/21	DAJ000007108	102,540.12
CALPERS	COB CONTRIBUTION PPE 12/17/21	12/24/21	DAJ000007114	102,782.37
CALPERS	COB CONTRIBUTION PPE 11/5/21	12/6/21	DAJ000007097	105,433.40
CALPERS	HEALTH PREMIUM-DECEMBER	12/13/21	DAJ000007099	153,462.64
CARDKNOX	CARDKNOX FEES NOV 2021	12/2/21	DAJ000007053	5,653.65
CASEY CONSTRUCTION INC	SD improvements for Nov	12/17/21	1202292	61,900.00
CITY OF BELMONT EMPLOYEES	PAYROLL 12/3/2021	12/2/21	DAJ000007059	403,289.32
CITY OF BELMONT EMPLOYEES	PAYROLL 12/3/2021	12/3/21	DAJ000007061	95,963.14
CITY OF BELMONT EMPLOYEES	PAYROLL 12/17/2021	12/16/21	DAJ000007062	386,773.69
CITY OF BELMONT EMPLOYEES	PAYROLL 12/17/2021	12/17/21	DAJ000007064	89,282.43
CITY OF BELMONT EMPLOYEES	PAYROLL 12/17/2021	12/17/21	DAJ000007065	10,053.18
CITY OF BELMONT EMPLOYEES	PAYROLL 12/30/2021	12/29/21	DAJ000007069	406,292.55
CITY OF BELMONT EMPLOYEES	PAYROLL 12/30/2021	12/29/21	DAJ000007070	97,425.49
COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL FEES	12/9/21	EFT00027189	5,748.80
COUNTY OF SAN MATEO-COUNTY MANAGERS OFFICE	SPCA CONSTRUCTION COST-FY21/22	12/17/21	1202296	25,821.00
CREEKSIDE GRILL	OCTOBER SENIOR LUNCHES	12/9/21	EFT00027150	5,835.62
CSG CONSULTANTS, INC.	Task Order #3 Holly, Marburger	12/9/21	EFT00027180	5,005.00
CSG CONSULTANTS, INC.	OCT BLDG PLAN REVIEW	12/17/21	EFT00027300	24,252.50
EDD	PPE 12/17/21 PAYROLL TAXES	12/21/21	DAJ000007104	32,322.19
EDD	PAYROLL TAXES PPE 12/03/21	12/6/21	DAJ000007105	35,399.41
EDD	PAYROLL TAXES PPE 11/3/21	12/6/21	DAJ000007098	35,399.41
EYEP SOLUTIONS	NETWORK UPGRADE PROJECT	12/3/21	1202238	120,000.00
GRANICUS, INC.	COMMS CLOUD GOV DELIVERY	12/17/21	EFT00027261	8,900.00
HOM, DANIEL	OCTOBER 2021	12/3/21	EFT00027136	6,262.50
ICMA ACCT# 302442	DEF COMP	12/28/21	DAJ000007109	33,784.69
ICMA ACCT# 803366	DEF COMP	12/28/21	DAJ000007111	5,075.00
ICMA ACCT#106201	DEF COMP	12/28/21	DAJ000007110	30,561.08
ICMA ACCT#302442	DEF COMP	12/15/21	DAJ000007100	33,818.37
ICMA ACCT#803366	DEF COMP	12/15/21	DAJ000007101	5,200.00
INFRASTRUCTURE ENGINEERING CORP	SSMP Aug-Sept 2021	12/17/21	EFT00027263	25,063.75
INTERSTATE GRADING AND	progress pay-CCN2020-589	12/17/21	EFT00027369	294,627.65
JPW COMMUNICATIONS LLC	NOV 2021 DISTRICTING	12/17/21	EFT00027279	6,550.00
MANAGEMENT PARTNERS	Belmont payroll function	12/17/21	EFT00027307	6,400.00
MAZE & ASSOCIATES	AUDIT SERVICES-NOVEMBER	12/9/21	EFT00027188	10,738.00
METROPOLITAN PLANNING GROUP	Prof serve 4-30-21	12/9/21	EFT00027155	6,712.50

City of Belmont
Disbursements & Purchase Order Activity Report
Results for the Period Ended December 31, 2021

Disbursements Amounts Equal to $5,000 and Above

Vendor	Description	Date	No.	Amount
MID-PENINSULA WATER DISTRICT	ARTHUR & COVINGTON	12/9/21	EFT00027178	9,943.49
MNS ENGINEERS INC	Prof serv Sept. 2021	12/17/21	EFT00027269	79,057.05
NBS/GOV'T FINANCE GROUP	FISCAL IMPACT ANLYS/CFD FORM	12/3/21	EFT00027142	7,500.00
O.K. LUMBER CO.	BSC CONCRETE DRAINS	12/9/21	1202270	9,178.89
PACIFIC NURSERIES	2021 TREE GIVEAWAY	12/9/21	1202272	5,158.23
PAVEMENT ENGINEERING INC	Dev plans specs/est. 200133-01	12/17/21	1202312	6,880.00
PG&E	GAS & ELECRICITY-VARIOUS SITES	12/9/21	EFT00027190	5,468.22
PG&E	GAS & ELECRICITY-VARIOUS SITES	12/9/21	EFT00027226	5,825.34
PG&E	GAS & ELECRICITY-VARIOUS SITES	12/9/21	EFT00027209	9,174.97
PG&E	GAS & ELECRICITY-VARIOUS SITES	12/9/21	EFT00027237	14,792.73
RINCON CONSULTANTS	HOUSING ELEMENT EIR	12/9/21	EFT00027172	33,518.61
SAN MATEO CONSOLIDATED FIRE DEPARTMENT	NOVEMBER CONTRACTED SERVICES	12/9/21	EFT00027165	2,107,958.25
SAN MATEO COUNTY - HEALTH	FY2021-22 ANIMAL CONTROL COSTS	12/9/21	1202276	145,591.00
SAN MATEO COUNTY - INFORMATION	MESSAGE SWITCH(2NDQTR OCT-DEC)	12/9/21	1202277	5,300.75
SAN MATEO COUNTY PUBLIC	PGR PASS-THRU (2NDQTR OCT-DEC)	12/9/21	1202278	5,309.75
SAVANT SOLUTIONS, INC.	FOREVER CLOUD/ANNUAL SUB 1 YR	12/3/21	EFT00027125	39,250.00
SCHAAF & WHEELER CONSULTING	Storm Drain Proj. thru Sept.	12/17/21	EFT00027312	11,903.00
SILICON VALLEY CLEAN WATER	JANUARY CONTRIBUTION	12/9/21	EFT00027153	282,253.00
SOUTH BAY REGIONAL PUBLIC	DRV/FORCE OPTIONS-8 OFFICERS	12/9/21	1202280	5,647.00
SQUARE	SQUARE BANK DEC 21, GP JAN 22	12/31/21	IAJ000007079	16,758.80
THE LEW EDWARDS GROUP	Lew Edwards - CCN2019-46	12/17/21	1202318	5,175.00
TOWNE FORD SALES	309 SPARE KEY	12/9/21	EFT00027242	46,058.04
U.S. BANK CORP PAYMENT SYSTEM	DEC CAL CARD STMT-VARIOUS DEPARTMENTS	12/17/21	1202319	13,140.18
VALLEY OIL COMPANY	DIESEL FUEL-VARIOUS DEPARTMENTS	12/17/21	EFT00027315	17,613.84
			Total Disbursements in Excess of $5,000	**$ 5,949,061.58**
			Total Count	**67**

Purchase Order Amounts Equal to $5,000 and Above

Vendor	Description	Date	No.	Amount
EDGEWORTH INTEGRATION LLC	550 ISLAND PKWY - PHASE 2	12/7/21	22 00031	39,752.57
MNS ENGINEERS INC	TO#9 HILLER ST PUMP STATIO	12/7/21	22 00032	419,200.00
DELL	17 - WORKSTATION 5090S	12/7/21	22 00033	18,594.99
PANORAMA ENVIRONMENTAL INC	AMMENDMENT #1 - CEQA REVIE	12/9/21	22 00034	37,371.00
SOUTHWEST CONSTRUCTION & PROPE	COVID-19 OFFICE MODIFICATI	12/17/21	22 00035	33,859.40
SEQUOIA ECOLOGICAL CONSULTING	TP TREE REMOVALS ENVIRON	12/17/21	22 00036	5,000.00
			Total Purchase Orders Issued in Excess of $5,000	**$ 553,777.96**
			Total Count	**6**

CITY OF BELMONT
TREASURER'S REPORT
December-21

Agency Receipts and Disbursements Summary

	Beginning Balance November 30, 2021	Receipts	Disbursements	Ending Balance December 31, 2021
City of Belmont	$ 74,332,269.06	$ 14,899,420.92	$ (3,922,870.79)	$ 85,308,819.19
Belmont Fire Protection District	10,029,359.76	5,164,775.40	(2,383,517.83)	12,810,617.33
Successor Agency of the RDA	201,074.72	3,922,881.00	(6,496.08)	4,117,459.64
Total	**$ 84,562,703.54**	**$ 23,987,077.32**	**$ (6,312,884.70)**	**$ 102,236,896.16**
				-

Balance Summary

	Deposit	Investments	Pool Total
City of Belmont, Belmont Fire Protection District, & Successor Agency of RDA	**$ 5,139,046.78**	**$ 97,097,849.38**	**$ 102,236,896.16**
			-

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,

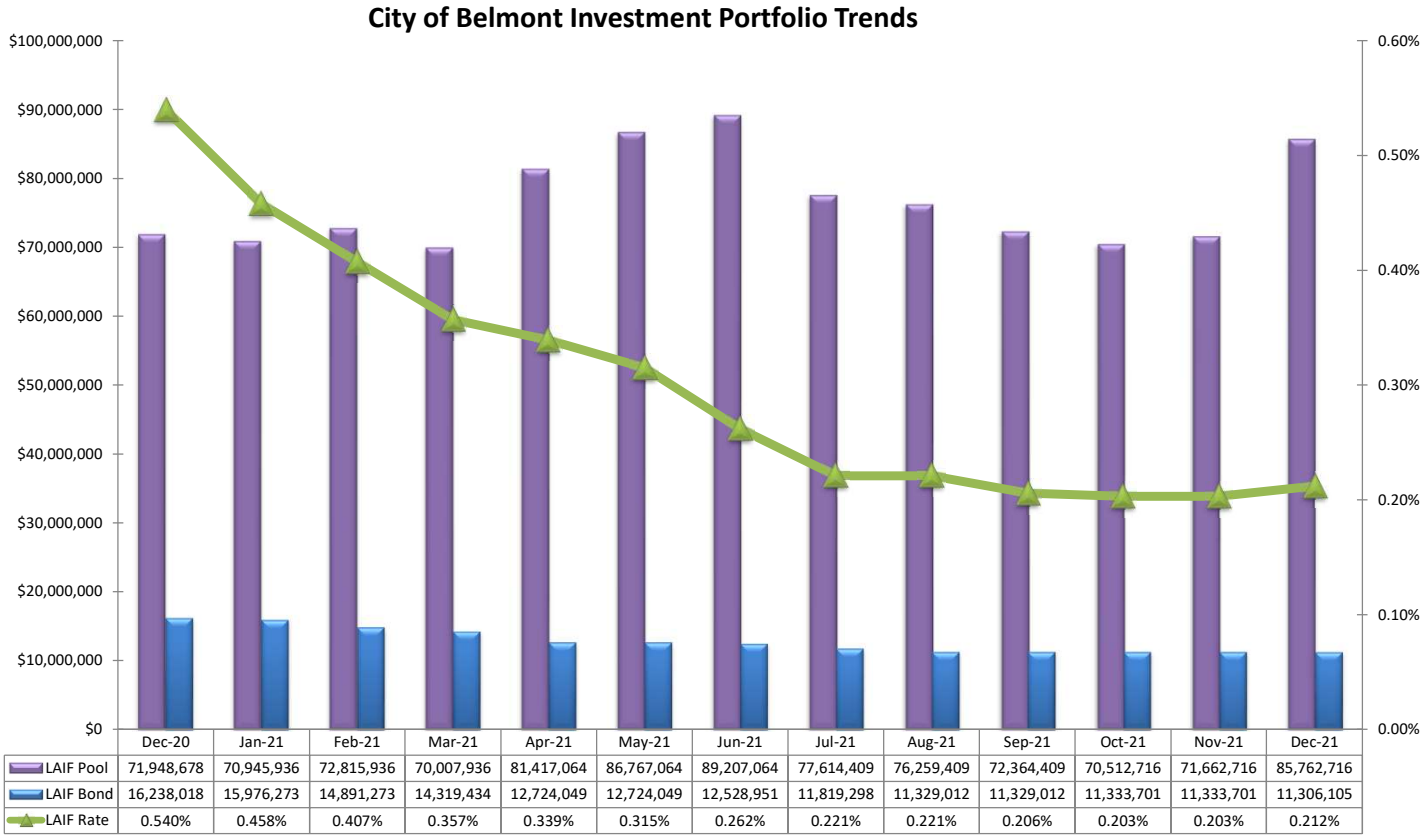
s/b Grace Castaneda

Grace Castaneda
City Treasurer

CITY OF BELMONT
TREASURER'S REPORT
December-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		$ 5,139,046.78	$ 5,139,046.78					Bank	Bank
Investments:										
L.A.I.F.-POOL	State of California	Daily	85,762,716.46	85,543,088.43	15,151.41		90 days	0.212%	LAIF	LAIF
L.A.I.F.-BONDS	State of California	Daily	11,335,132.92	11,306,105.00	2,002.54		90 days	0.212%	LAIF	LAIF
Total			**$ 102,236,896.16**	**$ 101,988,240.22**	**$ 17,153.95**					



	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
LAIF Pool	71,948,678	70,945,936	72,815,936	70,007,936	81,417,064	86,767,064	89,207,064	77,614,409	76,259,409	72,364,409	70,512,716	71,662,716	85,762,716
LAIF Bond	16,238,018	15,976,273	14,891,273	14,319,434	12,724,049	12,724,049	12,528,951	11,819,298	11,329,012	11,329,012	11,333,701	11,333,701	11,306,105
LAIF Rate	0.540%	0.458%	0.407%	0.357%	0.339%	0.315%	0.262%	0.221%	0.221%	0.206%	0.203%	0.203%	0.212%

STAFF REPORT

Meeting Date:	March 22, 2022
Agency:	City of Belmont
Staff Contact:	Jennifer Rose, Finance Department, (650) 595-7453, jrose@belmont.gov
Agenda Title:	Housing Element Annual Progress Report (2021) and Housing Successor Agency Annual Report (FY 2021)
Agenda Action:	Motion

Recommendation

Approve the Housing Element Annual Report 2021 and the Housing Successor Annual Report FY 2021, and direct transmittal to the California Governor's Office of Planning and Research (OPR) and the California Department of Housing and Community Development (HCD).

Strategic Focus Area

Economic Development and Housing

Background

Housing Element Annual Progress Report (APR) 2021

Government Code 65400 requires each governing body to prepare an annual report on the status and progress of implementing the jurisdiction's Housing Element of the General Plan. Housing Element Annual Progress Reports (APR), using forms and definitions adopted by HCD, are due annually by April 1st, covering the preceding calendar year. Therefore, this year's report evaluates the progress made towards implementation of the 2015-2023 Housing Element programs and housing production during the time period between January 1, 2021 and December 31, 2021. The Housing Element Annual Progress Report 2021 is included as Attachment A.

Housing Successor Annual Report FY 2021

Housing Successor entities must provide an Annual Report that details compliance with the expenditure limitations detailed in Senate Bill 341 (H&SC 34176.1(f)) during each five-year compliance period. The reporting period began on January 1, 2016 and ended on December 31, 2021, and is monitored by fiscal year. The information should be reported at the same time as the Housing Element Annual Report due April 1st of each calendar year. The current reporting period is fiscal year 2021, covering July 1, 2020 through June 30, 2021. The Housing Successor Annual Report FY 2021 is included as Attachment B.

Analysis

Housing Element Annual Progress Report 2021

During the first seven years of the RHNA-5 (Regional Housing Needs Assessment) planning period, the City of Belmont has made significant progress on Housing Element program implementation and has seen an increase in housing unit approvals and production. As of December 31, 2021, the City has issued building permits for 508 new housing units, exceeding the City's RHNA-5 allocation of 468 total units. Total unit production for 2021 (i.e. building permits issued) was 268 permitted units, including 38 low-

income inclusionary units and 12 accessory dwelling units. The City deemed complete and approved planning entitlement applications for 195 new units, including single family residential and accessory dwelling units. The City is also currently working to process entitlement applications for five multi-family residential projects that include 582 new housing units. As shown in the table below, while the City has surpassed the total RHNA-5 allocation, there is still remaining need for very-low and moderate income units. Pipeline projects are forecasted to meet this remaining need.

INCOME LEVEL	RHNA	2015	2016	2017	2018	2019	2020	2021	**TOTAL UNITS**	NEED
Very Low	116						22		**22**	94
Low	63						44	38	**82**	
Moderate	67			4	9	12	11	12	**48**	19
Above Mod.	222	7	7	109	6		9	218	**356**	
Total Units	468	7	7	113	15	12	86	268	**508**	113

- **Funding for Affordable Housing** – In 2021, the City updated its housing impact/mitigation fees, and the inclusionary housing in-lieu fee, all of which generate a steady stream of funding that must be used to develop new affordable housing. With significant non-residential development on the horizon, the housing mitigation fee will prove to be a critical tool in mitigating the impact that new development activity has on the need for more local affordable housing.
- **Affordable Housing Development**
  - The Firehouse Square Phase-1 (66 affordable units) has made significant construction progress and is forecasted to begin leasing in Spring 2022 and occupy the building in September 2022. This project on City Housing Successor owned property was financed with State CDLAC bonds, low-income housing tax credits, San Mateo County Affordable Housing Funds (Measure K), and local Belmont Affordable Housing Funds. Phase 2 of the project is processing a final map and should pull building permits in 2022.
  - City staff continue to work with LINC Housing on their required entitlements for the Hill Street/El Camino Real project on City Housing Successor owned property, which includes 37 new housing units (36 affordable). The project has secured $1.9 million from the San Mateo County Affordable Housing Fund (Measure K).
  - City staff are nearing completion of the review for a 125-unit affordable housing project on Belmont Avenue at El Camino Real proposed by ROEM Development Corporation. The project was awarded $9.25M from the San Mateo County Affordable Housing Fund.
- **Nonprofit Assistance** – The City continued to provide financial assistance to non-profit affordable housing organizations including HIP Housing and HEART of San Mateo County.
- **Housing Funds** – The City collected approximately $119,000 in Housing Impact/Inclusionary Fees in FY 2020.
- **Second Dwelling Units** – After adopting amendments to the Zoning Ordinance to comply with state law and streamline the review process for ADUs, the City's processing time of ADU's has reduced significantly and twelve ADU's were permitted in 2021. A total of 48 ADU's have been permitted during this current RHNA cycle.

Housing Successor Annual Report
The Housing Successor Annual Report for the Low Moderate Income Housing Asset (Belmont Affordable Housing Fund 275) has been prepared pursuant to CA Health and Safety Code Section 34176.1(f) and is included as Attachment B. The financial data contained in this report is based on the Belmont Annual Comprehensive Financial Report (audit) prepared by Maze and Associates for fiscal year 2021. The report includes summaries of the deposits to, ending balance of, and expenditures from the Belmont Affordable Housing Fund. The report also includes a description of the Housing Successor Agency's Assets, including real property and loans receivable.

Based on the information provided in the attached report, the Belmont Housing Successor remains in compliance with all applicable sections of the Health and Safety Code.

Alternatives
1. Direct staff to make amendments to the Annual Housing Reports.
2. Take no action.

Attachments
A. Housing Element Annual Progress Report 2021
B. Housing Successor Annual Report FY 2021

Fiscal Impact
☒ No Fiscal Impact
☐ Funding Source Confirmed:

Source:	**Purpose:**	**Public Outreach:**
Staff	Statutory/Contractual Requirement	Posting of Agenda

Jurisdiction	Belmont	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus
1					2	3	4	5							6	7	8	9	10
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted+ (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Was a Density Bonus requested for this housing development?
Summary Row: Start Data Entry Below								0	0	27	0	0	10	173	210	210	0		
	045151390	800 South Road		B2021-0005	ADU	R	10/7/2021						1		1	1		No	No
	045134200	1527 ALTURA WAY		B2021-0023	ADU	R	4/26/2021						1		1	1		No	No
	045372140	1015 CONTINENTALS WAY		B2021-0034	ADU	R	9/10/2021						1		1	1		No	No
	045372140	1015 CONTINENTALS WAY		B2021-0035	ADU	R	9/10/2021						1		1	1		No	No
	043262150	2309 WOOSTER AVE		B2021-0249	ADU	R	9/29/2021						1		1	1		No	No
	044242380	2407 CORONET BLVD		B2021-0283	ADU	R	11/17/2021						1		1	1		No	No
	044085240	2019 LYON AVE		B2021-0295	ADU	R	9/30/2021						1		1	1		No	No
	044112310	1520 WILLIAMS ST		B2021-0365	ADU	R	12/9/2021						1		1	1		No	No
	040335120	1180 GRANADA ST		B2021-0380	ADU	R	12/2/2021						1		1	1		No	No
	044056070	1913 LYON AVE		B2021-0468	ADU	R	12/23/2021						1		1	1		No	No
	045151350	901 HOLLY ROAD - PARCEL A		PA2020-0051	SFD	O	3/2/2021							1	1	1		No	No
	045151340	901 HOLLY RD - PARCEL B		PA2020-0052	SFD	O	3/2/2021							1	1	1		No	No
	044058130	0 (2004) MEZES AVE		PA2020-0023	SFD	O	5/4/2021							1	1	1		No	No
	043222370	0 LONGFELLOW DRIVE		PA2019-0077	SFD	O	6/25/2021							1	1	1		No	No
	040290260	815 OLD COUNTY RD		PA2020-0034	5+	R	6/1/2021			27				150	177	177		No	No
	044024100	2244 Semeria Ave		PA2020-0018	SFD	O	10/5/2021							1	1	1		No	No
	043042750	3300 LOWER LOCK AVE		PA2021-0018	SFD	O	10/5/2021							1	1	1		No	No
	044351040	1513 FOLGER DR		PA2021-0037	SFD	O	12/13/2021							1	1	1		No	No
	045152350	800 LAUREL AVE		PA2019-0025	5+	O	11/23/2021							16	16	16		No	No
															0				
															0				
															0				
															0				
															0				

Jurisdiction	Belmont	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

Project Identifier					Unit Types		Affordability by Household Incomes - Completed				Affordability by Household Incomes - Certificates of Occupancy	
1					2	3	5	6	8	9	11	12
Prior APN+	**Current APN**	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Unit Category** (SFA,SFD,2 to 4,5+,ADU,MH)	**Tenure** R=Renter O=Owner	**Entitlement Date Approved**	**# of Units issued Entitlements**	**Building Permits Date Issued**	**# of Units Issued Building Permits**	**Certificates of Occupancy or other forms of readiness (see instructions) Date Issued**	**# of Units issued Certificates of Occupancy or other forms of readiness**
Summary Row: Start Data Entry Below								195		268		9
	044043200	718 Alameda de las Pulgas		B2021-0044	SFD	O		0	10/6/2021	1		0
	045090020	1811 Ralston Avenue	Permit Skipped in 2020 (6/11/2020)	B2019-0504	ADU	R		0	1/1/2021	1		0
	044242040	0 Arthur Avenue		B2020-0113	SFD	O		0	4/29/2021	1		0
	045090690	1661 Ralston Avenue		B2020-0368	SFD	O		0	8/27/2021	1		0
	043181110	2620 Belmont Canyon Road		B2020-0223	ADU	R		0	8/18/2021	1		0
	044281130	816 Covington Road		B2020-0393	SFD	O		0	7/7/2021	1		0
	044325040	1609 Belburn Drive		B2019-0289	ADU	R		0		0	3/24/2021	1
	045441010	2601 Wakefield Drive		B2020-0054	ADU	R		0		0	1/26/2021	1
	044231490	2605 Ponce Avenue		B2020-0081	ADU	R		0		0	1/27/2021	1
	044043160	710 Alameda de las Pulgas		B2020-0126	ADU	R		0		0	2/24/2021	1
	044122260	1822 Hillman Avenue		B2020-0303	ADU	R		0		0	4/19/2021	1
	045134050	1509 Solana Drive		B2019-0508	ADU	R		0		0	5/3/2021	1
	043021010	2013 Bishop Road Lot C		B2018-0043	SFD	O		0		0	10/4/2021	1
	043072450	55 Ralston Ranch		B2019-0357	SFD	O		0		0	6/17/2021	1
	045151390	800 South Road		B2021-0005	ADU	R	10/7/2021	1	11/17/2021	1		0
	045134200	1527 ALTURA WAY		B2021-0023	ADU	R	4/26/2021	1	4/27/2021	1	7/19/2021	1
	045372140	1015 CONTINENTALS WAY		B2021-0034	ADU	R	9/10/2021	1		0		0
	045372140	1015 CONTINENTALS WAY		B2021-0035	ADU	R	9/10/2021	1		0		0
	043262150	2309 WOOSTER AVE		B2021-0249	ADU	R	9/29/2021	1	10/25/2021	1		0
	044242380	2407 CORONET BLVD		B2021-0283	ADU	R	11/17/2021	1		0		0
	044085240	2019 LYON AVE		B2021-0295	ADU	R	9/30/2021	1	10/27/2021	1		0
	044112310	1520 WILLIAMS ST		B2021-0365	ADU	R	12/9/2021	1		0		0
	040335120	1180 GRANADA ST		B2021-0380	ADU	R	12/2/2021	1	12/22/2021	1		0
	044056070	1913 LYON AVE		B2021-0468	ADU	R	12/23/2021	1		0		0
	044131170	1614 NOTRE DAME AVE		B2020-0374	ADU	R	3/12/2021	1	5/21/2021	1		0
	043263200	2704 NEWLANDS AVE		B2020-0370	ADU	R	6/18/2021	1	7/23/2021	1		0
	043062380	3826 NAUGHTON AVE		B2020-0367	ADU	R	5/27/2021	1	7/15/2021	1		0
	044283330	813 COVINGTON RD		B2020-0333	ADU	R	5/7/2021	1	11/9/2021	1		0
	044281120	818 COVINGTON RD		B2020-0238	ADU	R	1/13/2021	1	3/5/2021	1		0
	043222370	0 LONGFELLOW DRIVE		B2018-0487	SFD	O		0	6/11/2021	1		0
	043272260	2514 DEKOVEN AVE		B2020-0018	SFD	O		0	8/9/2021	1		0
	045151350	901 HOLLY ROAD - PARCEL A		B2021-0176	SFD	O	3/2/2021	1		0		0
	045151340	901 HOLLY RD - PARCEL B		B2021-0177	SFD	O	3/2/2021	1		0		0
	040290260	815 OLD COUNTY RD		B2021-0273	5+	R	6/1/2021	177		0		0
	044351040	1513 FOLGER DR		B2021-0534	SFD	O	12/13/2021	1		0		0
	046031070	1325 OLD COUNTY ROAD		B2019-0345	5+	R		0	5/8/2021	250		0

Jurisdiction	Belmont	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

		1	2									3	4
Income Level		**RHNA Allocation by Income Level**	**2015**	**2016**	**2017**	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**	**Total Units to Date (all years)**	**Total Remaining RHNA by Income Level**
Very Low	Deed Restricted	116	-	-	-	-	-	22	-	-	-	22	94
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-		
Low	Deed Restricted	63	-	-	-	-	-	44	38	-	-	82	-
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-		
Moderate	Deed Restricted	67	-	-	-	-	-	-	-	-	-	48	19
	Non-Deed Restricted		-	-	4	9	12	11	12	-	-		
Above Moderate		222	7	7	109	6	-	9	218	-	-	356	-
Total RHNA		**468**											
Total Units			**7**	**7**	**113**	**15**	**12**	**86**	**268**	**-**	**-**	**508**	**113**

Note: units serving extremely low-income households are included in the very low-income permitted units totals and must be reported as very low-income units.

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will include units that were permitted since the start of the planning period.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

Jurisdiction	Belmont	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	38
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	12
Above Moderate		218
Total Units		**268**

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	**Entitled**	**Permitted**	**Completed**
SFA	0	0	0
SFD	3	6	2
2 to 4	0	0	0
5+	177	250	0
ADU	15	12	7
MH	0	0	0
Total	**195**	**268**	**9**

Housing Applications Summary	
Total Housing Applications Submitted:	19
Number of Proposed Units in All Applications Received:	210
Total Housing Units Approved:	210
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	**Rental**	**Ownership**	**Total**
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas

SENATE BILL 341 ANNUAL HOUSING SUCCESSOR REPORT
CITY OF BELMONT LOW MODERATE INCOME HOUSING ASSET FUND
Fiscal Year July 1, 2020 – June 30, 2021
Per H&SC 34176.1

Item #		FY 2021
1	The amount the city, county, or city and county received pursuant to subparagraph (A) of paragraph (3) of subdivision (b) of Section 34191.4.	$0
2	The amount deposited to the Low and Moderate Income Housing Asset Fund, distinguishing between amounts deposited pursuant to subparagraphs (B) and (C) of paragraph (3) of subdivision (b) of Section 34191.4, amounts deposited for other items listed on the Recognized Obligation Payment Schedule, and other amounts deposited.	

LMIHAF Revenues:		
Rental/lease income	$	82,261
Interest Income	$	2,476
Loan Interest	$	199,983
Miscellaneous	$	510
TOTAL:	$	285,230

3	Statement of Fund Balance @ 6/30 Year End (Source: FY21 Audit)	$	3,687,918

4 Description of expenditures from LMIHAF

LMIHAF Expenditures:		
Occupied Affordable Rental Housing Operations:		
Expenditures on Low Income	$	46,053
Expenditures on Very Low Income	$	15,351
Expenditures on Extremely Low Income	$	15,351
Administrative Costs	$	66,140
Housing Successor Owned LMI Property Tax	$	24,725
Housing Element Update and EIR	$	48,269
	$	215,889

5 Statuatory Value of Real Property, the value of loans/grants receivable, and the sum of these two amounts.

Real Property Owned by Housing Successor Agency	$	7,448,629
Loans Receivable (Notes)	$	469,409
Total Real Property Plus Loans Receivable	$	7,918,038

6 Description of Transfers:

Description of transfer made, if any, to another housing successor agency pursuant to H&SC 34176.1(c)(2), including whether the funds are encumbered and the status of projects, if any, for which the transferred LMIHAF will be used.

No Transfer Made Per H&SC 34176.1(C)(2)

7 Project Descriptions:

A description of any project for which the housing successor receives or holds property tax revenue pursuant to the Recognized Obligation Payment Schedule and the status of that project.

The Housing Successor does not receive or hold property tax revenue pursuant to the ROPS during this fiscal year.

8 Status of Compliance with Section 33334.16:

For interests in real property acquired by the former redevelopment agency prior to February 1, 2012, a status update on compliance with Section 33334.16. For interests in real property acquired on or after February 1, 2012, a status update on the project.

Real Property Owned by Housing Successor Agency	Date Acquired	DOF Transfer Approved	Deadline to Initiate Activity	Status of Compliance with 33334.16 (All properties compliant FY2018)
APN 045-244-150, 1365 Fifth Avenue	12/31/1996	8/30/2012	8/31/2017	Firehouse Square Phase 2 Disposition and Development Agreement (DDA) Executed 10/31/19
APN 044-222-140, 730 El Camino Real	8/30/1994	8/30/2012	8/31/2017	Occipied, 6-units low-income special needs group home (Kainos)
APN 040-261-060, 503 Crestview	5/5/1997	8/30/2012	8/31/2017	Occupied, 6-units very-low income special needs group home
APN 045-261-010/020/030, 1000 O'Neill Ave #1 & #2	8/2/1994	8/30/2012	8/31/2017	Occupied, 2-units moderate-income
APN 040-500-170, 30 Oxford Place	9/5/2007	8/30/2012	8/31/2017	Realtor selected; Sale anticipated by 6/30/22
APN 106-190-070, 300 Davey Glen Rd #3507	2/19/2009	8/30/2012	8/31/2017	Realtor selected; Sale anticipated by 6/30/22
APN 106-270-060, 400 Davey Glen Rd #4606	1/30/2009	8/30/2012	8/31/2017	Realtor selected; Sale anticipated by 6/30/22
APN 044-222-180, 780 El Camino Real	9/25/2008	8/30/2012	8/31/2017	RFP for development of affordable housing issued June 2017; rezoned via General Plan Phase I Zoning November 2017.
APN 045-162-070, 868, 870, 876 El Camino Real	4/2/2009	8/30/2012	8/31/2017	Rezoned via Belmont Village Specific Plan (November 2017); Affordable Housing Project ENA with LINC Housing (July 2021)
APN 045-244-160, 875 O'Neill Avenue	12/31/1996	8/30/2012	8/31/2017	Firehouse Square Phase 1 Affordable Housing Project; construction began August 2020, pursuant to DDLA/Ground Lease.
APN 045-162-080, 884 El Camino Real, 810 Hill Street	3/10/2010	8/30/2012	8/31/2017	Rezoned via Belmont Village Specific Plan (November 2017); Affordable Housing Project ENA with LINC Housing (July 2021)
APN 045-162-090, 898 El Camino Real, 800 Hill Street	3/10/2010	8/30/2012	8/31/2017	Rezoned via Belmont Village Specific Plan (November 2017); Affordable Housing Project ENA with LINC Housing (July 2021)
APN 045-163-070, 900 El Camino Real	8/20/2010	8/30/2012	8/31/2017	Rezoned via Belmont Village Specific Plan (November 2017); Affordable Housing Project ENA with LINC Housing (July 2021)
APN 045-182-220, 1085 Sixth Avenue	3/20/1996	8/30/2012	8/31/2017	Rezoned via Belmont Village Specific Plan, adopted November 2017.
APN 045-182-260, 843 Ralston Avenue	10/20/1998	8/30/2012	8/31/2017	Rezoned via Belmont Village Specific Plan, adopted November 2017.
APN 045-244-010, 1300 El Camino Real	3/14/2011	8/30/2012	8/31/2017	Firehouse Square Phase 1 Affordable Housing Project; construction began August 2020, pursuant to DDLA/Ground Lease.

9 Outstanding Obligations Per 33413

A description of any outstanding obligations pursuant to Section 33413 that remained to transfer to the housing successor on February 1, 2012, of the housing successor's progress in meeting those obligations, and of the housing successor's plans to meet unmet obligations.

The Belmont Housing Successor does not have any obligations to fulfill under Section 33413.

10 Income Restrictions:

After expenditures allowed for monitoring and preserving the long-term affordability of units, the housing successor shall expend all funds remaining in the Low and Moderate Income Housing Asset Fund for the development of housing affordable to and occupied by households earning 80 percent or less of the area median income, with at least 30 percent of these remaining funds expended for the development of rental housing affordable to and occupied by households earning 30 percent or less of the area median income and no more than 20 percent of these remaining funds expended for the development of housing affordable to and occupied by households earning between 60 percent and 80 percent of the area median income. A housing successor shall demonstrate in the annual report described in subdivision (f), for 2019, and every five years thereafter, that the housing successor's expenditures from January 1, 2014, through the end of the latest fiscal year covered in the report comply with the requirements of this subparagraph.

5% of Real Property Assets & Loans Recv: $ 395,901.92

Total Expenditures per CAFR:	Total Expenditures	Expenditures In Excess of 5% Cap
FY 2014	$ 46,970.12	$ -
FY 2015	$ 105,896.00	$ -
FY 2016	$ 135,031.00	$ -
FY 2017	$ 244,126.56	$ -
FY 2018	$ 157,155.40	$ -
FY 2019	$ 124,547.52	$ -
FY 2020	$ 468,573.00	$ 56,730.02
FY 2021	$ 215,889.00	$ -
Total	$ 813,726.60	$ 56,730.02

11 Senior Housing Restrictions:

The percentage of units of deed-restricted rental housing restricted to seniors and assisted individually or jointly by the housing successor, its former redevelopment agency, and its host jurisdiction within the previous 10 years in relation to the aggregate number of units of deed-restricted rental housing assisted individually or jointly by the housing successor, its former redevelopment agency, and its host jurisdiction within the same time period.

Unit Category	
Assisted Senior Rental Units	0
Total Assisted Rental Units	247
Percentage Senior Rental Housing	0%

12 Excess Surplus:

The amount of any excess surplus, the amount of time that the successor agency has had excess surplus, and the housing successor's plan for eliminating the excess surplus. "Excess surplus" is defined as an unencumbered amount in the account that exceeds the greater of one million dollars ($1,000,000) or the aggregate amount deposited into the account during the housing successor's preceding four fiscal years, whichever is greater.

	LMIHF Deposits*
FY 2021	$ (285,230)
FY 2020	$ (94,253)
FY 2019	$ (124,285)
FY 2018	$ (130,861)
FY 2017	$ (126,233)
FY 2016	$ (354,097)
FY 2015	$ (122,871)
Total:	$ (1,237,830)

* Firehouse Sq. Project Contributions total $3,150,000
No Excess Surplus Funds Per H&SC 34176.1(d)

13 Homeownership Unit Inventory:

An inventory of homeownership units assisted by the former redevelopment agency or the housing successor that are subject to covenants or restrictions or to an adopted program that protects the former redevelopment agency's investment of moneys from the Low and Moderate Income Housing Fund pursuant to subdivision (f) of Section 33334.3. This inventory shall include all of the following information:

(A) The Number of those Units.

(A) 19 Units

(B) In the first report pursuant to this subdivision, the number of units lost to the portfolio after February 1, 2012, and the reason or reasons for those losses. For all subsequent reports, the number of the units lost to the portfolio in the last fiscal year and the reason for those losses.

(B) No units have been lost to the portfolio during the fiscal year.

(C) Any funds returned to the housing successor as part of an adopted program that protects the former redevelopment agency's investment of moneys from the Low and Moderate Income Housing Fund.

(C) The Housing Successor received loan repayments totalling $320,680 in FY 2021

(D) Whether the housing successor has contracted with any outside entity for the management of the units and, if so, the identity of the entity.

(D) The Belmont Housing Successor does not currently contract with any outside entity for bmr unit management.

STAFF REPORT

Meeting Date:	March 22, 2022
Agency:	City of Belmont
Staff Contact:	Bozhena Palatnik, Public Works, (650) 595-7463, bpalatnik@belmont.gov
Agenda Title:	The El Camino Real and Old County Road Sanitary and Storm Sewer Rehabilitation Project, CCN 2020-590
Agenda Action:	Resolution

Recommendation

Adopt a resolution accepting the work and authorizing the issuance of a Notice of Completion for the El Camino Real/Old County Road Sanitary and Storm Sewer Rehabilitation Project, City Contract Number 2020-590.

Strategic Focus Area

Infrastructure and Mobility

Background

The El Camino Real & Old County Road Sanitary & Storm Sewer Rehabilitation Project included sanitary sewer and storm drainage improvements at four (4) different sites.

1. El Camino Real Capacity Improvements (south bound ECR near Hill Street)
These capacity improvements included upsizing of 252 linear feet of 6-inch existing vitrified clay pipe (VCP) to a 12-inch high density polyethylene (HDPE) pipe.

2. Old County Road Sewer and Storm Line Operation (north of Masonic)
The work at this location involved separation of the 6-inch VCP pipe which previously ran through the middle of the 18-inch corrugated metal storm drainpipe. The storm drainpipe was removed and reconstructed with a different alignment.

3. El Camino Real Force Main Replacement
The old El Camino force main was removed and a new force main at this location was constructed. Work also included modifications to the El Camino lift station wet well to accommodate larger force main size.

4. Naughton Avenue Gravity Sewer Main Replacement
The work at Naughton and Hillcrest Avenues consisted of replacement of 623 linear feet of 6-inch VCP pipe with an 8-inch polyvinyl chloride pipe (PVC) in the easement and within the street.

Analysis

On January 26, 2021, the City Council approved the project plans and specification and authorized advertising and awarding the El Camino Real and Old County Road Sanitary and Storm Sewer Rehabilitation Project for an amount up to the engineer's estimate of $902,000 plus 10% construction

contingency.

On February 25, 2021, staff conducted a successful bid opening with low bid received at $778,000.

On March 9, 2021, staff received Council approval for the sanitary sewer easement dedication at 3700 Naughton Avenue. The easement dedication was required for the installation of the new 8-inch sanitary sewer main pipe to replace the existing 6-inch sanitary sewer line. After construction of the new pipe, staff will be seeking Council approval to vacate the existing sanitary sewer easement where old sewer pipe will be abandoned.

The construction started on May 24, 2021 and was completed on September 15, 2021. During construction there were several unforeseen conditions that were hindering the construction, but by partnership between staff, construction management consultant, and contractor, the project was completed below the approved budget as staff and contractors were nimble in solving utility conflicts and reconstruction depths in the field.

The project is now complete to the satisfaction of the City in accordance with the construction plans and specifications. The total cost of construction is $811,939.98, which is below the approved budget.

The City is retaining 5% from the contractor to ensure that all subcontractors and suppliers are paid. If there are no claims filed within 35 days of recording the Notice of Completion, final payment will be released to the contractor.

Alternatives

1. Take no action.
2. Refer back to staff for more information.

Attachments

A. Resolution

Fiscal Impact

☐ No Fiscal Impact

☒ Funding Source Confirmed: The following expenditures took place during project construction: $100,000 from Force Main Rehabilitation Account 503-3-730-7078-9030, and $711,939.98 from Basin Rehabilitation Account 503-3-730-7073-9030. The unspent balance from the Basin Rehabilitation Account will be returned to fund balance & available for future sanitary sewer projects.

Source:	**Purpose:**	**Public Outreach:**
Staff	Statutory/Contractual Requirement	Posting of Agenda

RESOLUTION NO. 2022 –

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT ACCEPTING THE WORK AND AUTHORIZING THE ISSUANCE OF A NOTICE OF COMPLETION FOR THE EL CAMINO REAL/OLD COUNTY ROAD SANITARY AND STORM SEWER REHABILITATION PROJECT

WHEREAS, on January 26, 2021, the City Council approved the project plans and specification and authorized advertising and awarding the El Camino Real and Old County Road Sanitary and Storm Sewer Rehabilitation Project for an amount up to the engineer's estimate of $902,000 plus 10% construction contingency; and,

WHEREAS, on February 25, 2021, staff conducted a successful bid opening with low bid received at $778,000; and,

WHEREAS, on March 9, 2021, staff received Council approval for the sanitary sewer easement dedication at 3700 Naughton Avenue for construction of the new pipe with the notion to seek Council approval for the vacating the existing easement after the old pipe is abandoned; and,

WHEREAS, the construction started on May 24, 2021 and was completed on September 15, 2021; and,

WHEREAS, the final cost of construction is $811,939.98.

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

SECTION 1. Accepts the work as complete.

SECTION 2. Authorizes the City Clerk to issue the Notice of Completion to K. J. Woods Construction, Inc.

SECTION 3. Authorizes the City Clerk to file Notice of Completion with the San Mateo County Clerk-Record's office for the El Camino Real/Old County Road Sanitary and Storm Sewer Rehabilitation Project, City Contract Number 2020-590.

* * *

ADOPTED March 22, 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: March 22, 2022

Agency: City of Belmont

Staff Contact: Bozhena Palatnik, Public Works, (650) 595-7463, bpalatnik@belmont.gov

Agenda Title: 2022 Pavement Project, City Contract Number 2022-607

Agenda Action: Resolution

Recommendation

Adopt a resolution authorizing the City Manager to execute a Task Order with Pavement Engineering, Inc. to provide Construction Management (CM) and Inspection services for an amount not to exceed $358,125 for the 2022 Pavement Project, City Contract Number 2022-607.

Strategic Focus Area

Infrastructure and Mobility

Background

On December 14, 2021, Council approved plans and specifications, authorized advertisement for sealed bids and approved awarding the contract to the lowest responsible bidder for an amount not to exceed $2,175,000 for the 2022 Pavement Project.

On February 10, 2022, City conducted a bid opening for this project. Six construction companies submitted bids ranging in cost from $ 1,798,285.13 to $ 2,397,170.70. The project was awarded to G. Bortolotto & Co., Inc. The construction of curb ramps and drainage improvements is anticipated to start in April and the road reconstruction will take place in Summer.

The 2022 Pavement Project calls for the reconstruction of the following street segments:

STREET	FROM:	TO:	Current PCI
Hillman Avenue	Terrace Drive	Notre Dame Avenue	27
Holly Road	South Road	South Road	18
Masonic Way	Old County Road	Granada Street	20
Mezes Avenue	Alameda de las Pulgas	North End	40
Old County Road	Ralston Avenue	North City Limit	58

The work will include road reconstruction, and other required improvements including minor drainage changes, ADA curb ramps, grade adjustment of manholes and utility boxes, and striping.

Analysis

The construction management and inspection services are vital for successful project implementation. The project is challenging in many aspects which requires adequate resources to address technical, construction, traffic, and community issues during construction.

To insure proper constructability support the City staff requested proposals from its on-call consultants

and selected Pavement Engineering, Inc. (PEI) based on their previous successful experience with these type of projects. The scope of services will include:

- Conduct constructability review
- Provide construction oversight and full-time inspection of work
- Address unforeseen field conditions and provide directions to the contractor based on input from Project Manager and Project Engineer
- Check contractor's certified payroll and its compliance with Caltrans rates
- Organize and conduct weekly progress meeting
- Review construction submittals for compliance
- Coordinate third party compaction testing
- Track and manage contract updates
- Estimate and track extra work
- Produce daily inspection logs
- Review and process progress payments and change orders
- Organize project completion punch list items, compile final punch list and ensure its completion
- Produce as-built redlines

Alternatives

1. Take no action.
2. Refer back to staff for more information.

Attachments

A. Resolution
B. PEI Proposal

Fiscal Impact

☐ No Fiscal Impact

☒ Funding Source Confirmed: $358,125 from the Infrastructure Repair Fund, Account 310-3-760-3220-9030/Street Pavement Project

Source:	**Purpose:**	**Public Outreach:**
Staff	Discretionary Action	Posting of Agenda

RESOLUTION NO. 2022 –

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT AUTHORIZING THE CITY MANAGER TO EXECUTE A TASK ORDER WITH PAVEMENT ENGINEERING, INC. TO PROVIDE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR AN AMOUNT NOT TO EXCEED $358,125 FOR THE 2022 PAVEMENT PROJECT, CITY CONTRACT NUMBER 2022-607

WHEREAS, on December 14, 2021, Council approved plans and specifications, authorized advertisement for sealed bids and approved awarding the contract to the lowest responsible bidder for an amount not to exceed $2,175,000 for the 2022 Pavement Project; and,

WHEREAS, on February 10, 2022, City conducted a bid opening and received six bids ranging in cost from $ 1,798,285.13 to $ 2,397,170.70; and,

WHEREAS, the project work includes road reconstruction, and other required improvements including minor drainage improvements, curb ramps, grade adjustment of manholes and utility boxes, and striping on five streets; and,

WHEREAS, staff selected Pavement Engineering, Inc. to provide Construction Management and Inspection services to assist with successful construction and completion of this project; and,

WHEREAS, the funding for this task in the amount of $358,125 will come from the Infrastructure Repair Fund, Account 310-3-760-3220-9030/Street Pavement Project.

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

SECTION 1. The City Manager is authorized to execute a Task Order with Pavement Engineering, Inc. to provide construction management and inspection services for an amount not to exceed $358,125 for the 2022 Pavement Project, City Contract Number 2022-607.

* * *

ADOPTED March 22, 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

February 11, 2022 MP22-057A

Bozhena Palatnik
Senior Civil Engineer
Public Works Department
City of Belmont
One Twin Pines Lane, Suite 385
Belmont, CA 94002

Subject: Provide Quality Assurance Services for the 2022 Pavement Project, 2022-607

Dear Bozhena:

At your request, we are providing our revised proposal for construction management and engineering support, inspection and quality assurance control services for the subject project.

Our proposal includes providing complete construction engineering support, construction inspection and material testing services during construction. The scope of work can be modified to reflect any areas where the City will provide services. All work will be overseen directly by a registered engineer. Inspection personnel will depend on the exact timing of the project work.

SCOPE OF WORK

Task 1 – Construction Management and Engineering Support

PEI will provide construction management and engineering support throughout the duration of the project. For this task, PEI will retain the services of Swinerton Management & Consulting to provide a Resident Engineer / Project Manager to provide full-time CM services throughout the construction and close-out phases. The engineer assigned to the project will work closely with the City and will provide the support as requested. Our scope of services for this task will include the following:

1. Pre-Construction Meeting. Conduct the pre-construction meeting, which will include the City, the Construction Manager, the design engineer, contractor, major subcontractors, and any other project stakeholders. Prepare agenda and minutes for the pre-construction meeting. The preconstruction meeting shall include a discussion of all items which are critical to the funding for the project.

2. Gather, distribute and file contact information sheet containing names and contact information for local agency/consultants/contractor including a contact list of key personnel to be contacted in the event of an emergency on the project. Provide copies to fire, police and other emergency groups at the beginning of the project.

3. Project Meetings. Conduct and document weekly progress meetings and other special technical meetings. Prepare agenda describing key issues, schedule status, quality control / quality assurance, RFI's submittals, potential change orders and other topics as needed. ·Prepare minutes of the weekly meetings.

4. Schedule Management. Review contractor's as-planned schedule for conformance with the specifications and for reasonableness of activity durations and sequence. Coordinate review comments by the City and the design engineer and transmit review comments to the contractor. Meet with the contractor to discuss and clarify any significant issues. Review revised and/or updated schedules as required. Review work progress as compared to the as-planned schedule and notify contractor of schedule slippage. Analyze schedule to determine impact of the weather and change orders on the construction schedule. Review contractor's updates of the construction schedule which incorporates actual progress, weather delays, and change order impacts.

5. Maintain Project Records. Maintain project records including daily logs, weekly report of working- days, inspection reports, compliance testing results, photos, measurement of quantities, schedules and correspondence. Project records shall be kept in an organized manner with an index that describes each file category.

6. Weigh master certificates shall be validated by the inspector at the point of delivery.

7. On a weekly basis, provide City with a copy of the weekly statement of working days.

8. Prepare Monthly City Payment Reports. Prepare and submit to the City a monthly progress report including construction progress summary, construction cash flow and payments, and summary logs for proposed change orders (PCO's) and change orders.

9. Review Monthly Progress Payments. Evaluate the monthly progress payment requests from the Contractor, negotiate differences over payment, and recommend payment to the City. Progress payment documentation shall provide a suitable accounting trail to support documentation for contract work (e.g., items, CCOs, etc.) back to a source document (e.g., Q sheet). Quantity pay sheet

calculations shall be checked by a separate individual, other than the inspector and quantities paid shall be monitored and checked against estimated quantities.

10. Check and confirm certified payrolls and conduct and document employee interviews. Payrolls shall be checked and initialed by the inspector. Inspector daily reports and payrolls shall be spot-checked and compared by the Construction Manager. Interviews shall be conducted at a regular acceptable frequency and interviews include the appropriate signatures and dates.

11. The inspector and Construction Manager shall ensure the traffic control plan requirements are being followed.

12. Requests for Information (RFIs). Coordinate and manage the RFI evaluation and response process. This includes log, transmit to the design engineer for response, coordinate with design engineer on field status, track progress, review response, and transmit response to contractor.

13. Potential Change Orders (PCOs) and Change Orders. Coordinate and manage the change orders process, including log, review in conjunction with design engineer and City, assist with determination of changed conditions and scope definition as needed, assist with negotiation, and incorporate change orders into the construction contract.

14. Coordinate Submittal and Shop Drawing Review Process. Coordinate and manage the submittal/shop drawing review process. This work includes log, transmit to design engineer for response, coordinate with design engineer on field status, track progress, review response, and transmit response to contractor.

15. Permits Compliance. Monitor Contractor compliance with construction permits and CEQA mitigation measures. Coordinate with design engineer for compliance. Recommend course of action to City if required measures are not being met by the Contractor.

16. Monitor Construction Record Drawings. Monitor construction record drawings maintained by the Contractor and inspector on a regular basis.

17. Claims Management. Analyze potential claims for additional compensation that are submitted during the construction period and make recommendations to resolve them. Perform claims administration, including coordination and monitoring claims response preparation, logging claims, and tracking claims status.

18. Field Inspection. Provide construction inspection to monitor the Contractor's work for compliance with the contract documents.

19. Photograph or Video Documentation. Prepare a video or photo documentation of initial site conditions prior to Contractor's commencement of construction. Provide additional photos of construction progress.

20. Field Changes. Document field changes to the Drawings and Specifications.

21. Inspection Reports. Prepare and review Daily Inspection Reports. Each daily inspector report shall be reviewed by the Construction Manager.

22. Geotechnical Observation. The Construction Manager will coordinate for geotechnical observation and testing and materials testing by PEI personnel. Data will be coordinated with the contractor and stored in the project files.

23. Substantial Completion and Punch List. Construction Manager will schedule with City and the design engineer, to conduct substantial completion inspections and issue punch lists.

24. Project Documents. Construction Manager will provide the City with a complete set of all records of the project, indexed and properly filed, and a listing of warranties provided under the project including the items covered and the warranty duration.

25. Close Out. Prepare the final pay estimate and balance change orders, prepare the Notice of Completion, and coordinate retention release.

Task 2 – Quality Assurance and Laboratory Testing for HMA Construction

During paving operations, PEI will provide full-time inspection services to observe all paving construction activities at the site and provide field testing and laboratory testing necessary to assure that the contractor is providing the required quality of workmanship and materials during construction.

During main-line paving operations, PEI's inspector will provide laydown inspection including thickness control and temperature monitoring during the placement of the HMA. In addition, our inspector will provide field density tests using a nuclear density gauge to monitor the contractor's compaction efforts. Monitoring the compaction efforts of the contractor while the asphalt concrete materials are being placed will help ensure that optimum compaction is achieved. Once the asphalt concrete has cooled, the opportunity to obtain higher compaction

is lost. Our inspector's goal is to work with the contractor and their QC lab by providing compaction feedback to achieve the highest relative density possible.

During HMA construction, PEI will include quality assurance testing of the asphalt concrete materials used for the digouts, leveling course and surface course. We will collect asphalt concrete samples and perform mix design tests from every 750 tons of asphalt concrete or one per day. Asphalt mix tests include determining the following: Stability (CTM 366), LTMD (CTM 308), Rice Gravity (CTM 309), Asphalt Content (CTM 382) and Air Voids Content (CTM 367).

On the first day of paving each type of HMA material, PEI will perform a production start-up. The production start-up includes coring the placed HMA to correlate the nuclear gauge density and running a full set of mix and aggregate tests to verify the materials with the JMF (Job Mix Formula).

If compaction fails during construction, PEI is equipped to provide, as additional services, the core density/ nuclear gauge correlation and/ or core densities to establish compaction as outlined in the contract documents.

Our inspection services also includes monitoring the raising and lowering of utilities frames and covers as well as the placement of the striping and pavement markings.

Task 3 - Quality Assurance for PCC Elements

PEI will inspect the construction of the PCC elements of the project. The PCC elements include curb and gutter removals and replacement as well as curb ramp construction. Our inspection services will assure that the contractor is providing the required quality of workmanship and materials during construction. No material tests will be performed on the PCC since it is considered miscellaneous

When requested, PEI will test the aggregate base compaction placed under the PCC elements. Relative compaction will be based on relative wet density (CTM 216).

Task 4 Verification and Determination of Compliance and Acceptance

PEI will be monitoring the materials' and contractor's compliance to the plans and specifications throughout the project and will report non-compliant issues as soon as possible, so that the City can notify the contractor that the item will need to be addressed or that a deduction will be in order.

We will prepare a final report that summarizes all the laboratory tests and will address the contractor's compliance with specifications, plans, and applicable adopted standards. Copies of the compaction and laboratory test results will be included. The report will outline any areas of non-compliance.

In addition to the final report, PEI is committed to providing feedback throughout the project. Knowing immediately (in some cases the next day) that density was low, or the supplied material did not meet the specified criteria, creates a pro-active environment to correct the problems as they arise and not after the fact. Having up-to-date information on the contractor's ability to conform to project specifications during the project will assist the City in managing its project and will result in the best possible product.

PROPOSAL FEE AND FEE BREAKDOWN

PEI's fee for this work is based on our experience with similar projects and knowledge of similar construction. Our proposal covers all 90 working days of the contract. We are estimating 30 inspection days for the pavement portion of the work, with the contractor placing approximately 4,700 tons of HMA and 82,000 square feet of digouts, 40 inspection days for the curb ramps and PCC repairs with the contractor removing and replacing 22 curb ramps, and 20 inspection days to oversee the miscellaneous work items such as adjusting utilities, monitoring the storm water pollution control plan and placing the pavement markings and legends. The contractor's actual schedule may result in a different level of effort and a modified estimate.

The outlined level of effort is estimated based on an eight-hour day and providing engineering support / contract administration, testing and inspection services.

We will invoice our work on a time and materials basis. Individual fees associated with each task will serve as a guideline for progress payments. Additional materials tests will be invoiced per the enclosed fee breakdown. We will invoice inspection services as follows:

Between 0 and 4 hours will be invoiced at 4 hours
Between 4 and 8 hours will be invoiced at 8 hours

Our inspection fees account for prevailing wages. Overtime will apply for workdays exceeding eight hours. PEI requires a 72-hour notification of changes in the schedule or a full eight-hour day fee will apply.

This proposal assumes that the City will monitor the contractor pertaining to all labor compliance issues.

All fees and costs associated with this project are subject to final negotiation with the City of Belmont. The enclosed proposal conditions apply. Please feel free to contact me at (805)781-2265 with any questions.

Very truly yours,
PAVEMENT ENGINEERING INC.



Joseph L. Ririe, P.E.
Senior Principal Engineer

Attachments: Estimated Fee Breakdown Schedule
Proposal Conditions

pc: C File, M File

ESTIMATED FEE BREAKDOWN SCHEDULE
Construction Management /Engineering Support, Construction Inspection and Quality Assurance
City of Belmont 2022 Pavement Project, 2022-607

Task 1	Construction Management and Engineering Support			
Position		**Units**	**Rate**	**Total**
	Senior Principal Engineer (PEI)	45	$240 / hour	$10,800
	Project Executive (Swinerton)	16	$255 / hour	$4,080
	Sr Project Manager / Resident Engineer	392	$225 / hour	$88,200
	Assistant Engineer (PEI)	90	$165 / hour	$14,850
	Project Engineer (Swinerton)	46	$105 / hour	$4,830
	Clerical	90	$80 / hour	$7,200
			Estimated Task 1 Fees:	**$129,960**

Task 2	Quality Assurance and Inspection			
Position		**Units**	**Rate**	**Total**
	Sr Project Manager / Resident Engineer	299	$225 / hour	$67,275
	Construction Management (PEI)	90	$165 / hour	$14,850
	Construction Inspector / HMA (30 days)	240	$140 / hour	$33,600
	Construction Inspector / Ramps and PCC (40 days)	320	$140 / hour	$44,800
	Construction Inspector / General work (20 days)	160	$140 / hour	$22,400
	Equipment / Vehicle Usage	90	$175 / day	$15,750
			Estimated Task 2 Fees:	**$198,675**

Task 3	Laboratory Testing			
Position		**Units**	**Rate**	**Total**
	Density Cores	6	$60 / test	$360
	3/8 inch Production Start-up (Hveem)	1	$1,000 / test	$1,000
	1/2 inch HMA Production Start-up (Hveem)	1	$1,000 / test	$1,000
	HMA Mix Tests (Hveem)	13	$650 / test	$8,450
	Burn-off Calibration	2	$350 / test	$700
			Estimated Task 3 Fees:	**$11,510**

Task 4	Verification and Determination of Compliance and Acceptance / Post Construction			
Position		**Units**	**Rate**	**Total**
	Senior Principal Engineer	16	$240 / hour	$3,840
	Sr Project Manager / Resident Engineer	36	$225 / hour	$8,100
	Assistant Engineer	16	$165 / hour	$2,640
	Lab Manager	16	$160 / hour	$2,560
	Project Engineer (Swinerton)	8	$105 / hour	$840
			Estimated Task 4 Fees:	**$17,980**
			Total Estimated Fees:	**$358,125**

Overtime Rates	Time and a Half	Double Time
Inspection	160 / hour	200 / hour
Compaction Testing	160 / hour	200 / hour

PROPOSAL CONDITIONS

1. Proposal is valid for thirty days from the date of the proposal.

2. All work shall be performed utilizing common methods and practices of the civil engineering profession.

3. Fees for lump sum or unit price proposals will be charged at the quoted price. Fees for engineering and PMS technical services will be charged on a time and materials basis will be charged at the applicable hourly rates of the current PEI PMS fee schedule.

4. The proposal is based upon providing liability insurance with limits up to $1,000,000.

5. One copy of a PMS final report will be provided to the Owner. Additional copies are $50 each.

6. Payment: Invoices will be submitted monthly. All invoices are due within 30 days. Attorney fees or other costs incurred in collecting any delinquent amount shall be paid by the client.

STAFF REPORT

Meeting Date:	March 22, 2022
Agency:	City of Belmont
Staff Contact:	Nima Mazhari, Public Works, (650) 730-5706, NMazhari@belmont.gov
Agenda Title:	Belmont Pavement Preservation Project, CCN 2022-608
Agenda Action:	Resolution

Recommendation

Adopt a resolution approving plans and specifications, authorizing advertisement for sealed bids, authorizing the City Manager to execute a contract with the lowest responsible bidder for an amount not to exceed $546,470.50, plus a 10% construction contingency for the Belmont Pavement Preservation Project, City Contract Number 2022-608.

Strategic Focus Area

Infrastructure and Mobility

Background

The City is responsible for the repair and maintenance of approximately 70 centerline miles (140 travel lane miles) of streets. The Public Works Department has implemented best management practices in our pavement preservation program to stretch our available dollars in the most effective way and to select certain streets for pavement projects.

On April 28, 2017, the Governor signed Senate Bill (SB) 1, which is funded by the newly established Road Maintenance and Rehabilitation Account (RMRA), to address basic road maintenance, rehabilitation and critical safety needs on both the state highways and local streets and road system.

SB 1 dedicated approximately $1.5 billion per year in new formula revenues apportioned by the State Controller (Controller) to cities and counties for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.

The City applied for and successfully was approved for federal funding in the amount of $467,000. The City has a matching fund contribution requirement of $79,470.50, plus the 10% contingency amount of $54,647.05, for a total of $134,117.55. The City's contribution will be sourced from the Local Streets and Roads Pavement Project account, account number 234-3-730-3227-9030. The total cost of the project, including contingency, is $601,117.55. The Metropolitan Transportation Commission has allocated funds to Belmont through the Federal Surface Transportation Funds (STP) and the One Bay Area Grant (OBAG) program for roadway improvements to help deliver this project. All federal grant fund provisions and requirements have been met within the specs and design package.

Analysis

The Belmont Pavement Preservation Project calls for the following street segments to be repaired:

STREET	FROM:	TO:	Current PCI
Dale View Avenue	Hiller Street	Old County Road	84
Elmer Street	Ralston Avenue	O'Neill Avenue	42
6th Avenue	Ralston Avenue	Hill Street	76
Harbor Boulevard	Molitor Road	El Camino Real	58
Notre Dame Avenue	Arbor Avenue	Miller Avenue	88
Chula Vista Drive	Alameda De Las Pulgas	Ralston Avenue	80

Best management practices support these investments because they work well to save resources and improve overall PCI, even though they sometimes invoke questions about why they are paving this good street when that one over there is in such poor condition. For streets such as Elmer Street and Harbor Boulevard, advanced prep work including crack seal and dig-outs will be performed to ensure that the slurry seal treatment will be successful.

The proposed work will include pavement repair, rehabilitation, crack sealing, slurry sealing, thermoplastic striping and pavement markings. Staff will notify affected owners prior to construction. The contractor will also notify affected owners prior to construction. Slurry sealing is an important and cost-effective way to extend the useful life of the pavement, and preserving the pavement from more expensive repairs.

The project is scheduled to be advertised in late March, with bid opening in late April with the pavement work anticipated in the summer.

Alternatives

1. Take no action.
2. Refer back to staff for more information

Attachments

A. Resolution

Fiscal Impact

☐ No Fiscal Impact

☒ Funding Source Confirmed: The City has been awarded $467,000 through the Federal Surface Transportation Funds (STP) and the One Bay Area Grant (OBAG) program for roadway improvements. The City has a matching fund requirement of $134,117.55 which is budgeted in the Local Streets and Roads Pavement Project account, account number 234-3-730-3227-9030. The total cost of the project, including contingency, is $601,117.55.

Source:	**Purpose:**	**Public Outreach:**
Staff	Discretionary Action	Posting of Agenda

RESOLUTION NO. 2022 –

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT APPROVING PLANS AND SPECIFICATIONS, AUTHORIZING ADVERTISEMENT FOR SEALED BIDS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH THE LOWEST RESPONSIBLE BIDDER FOR AN AMOUNT NOT TO EXCEED $546,470.50, PLUS A TEN PERCENT CONSTRUCTION CONTINGENCY FOR THE BELMONT PAVEMENT PRESERVATION PROJECT, CITY CONTRACT NUMBER 2022-608.

WHEREAS, the Department of Public Works has prepared plans and specifications for the Belmont Pavement Preservation Project, CCN 2022-608; and,

WHEREAS, the project is categorically exempt from the California Environmental Quality Act (CEQA) under the CEQA Guidelines Section 15301 (c) for the maintenance, repair or minor alteration of existing facilities; and,

WHEREAS, The City has been awarded $467,000 through the Federal Surface Transportation Funds (STP) and the One Bay Area Grant (OBAG) program for roadway improvements; and,

WHEREAS, The City has a matching fund requirement of $134,117.55; and,

WHEREAS, The City's contribution is budgeted in the Local Streets and Roads Pavement Project account, account number 234-3-730-3227-9030.

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

SECTION 1. Approves plans and specifications, authorizes the advertisement for sealed bids, and authorizes the City Manager to execute a contract with the lowest responsible bidder for an amount not to exceed $546,470.50, plus a ten percent construction contingency putting the total cost of the project at $601,117.55 for the Belmont Pavement Preservation Project, City Contract Number 2022-608.

* * *

ADOPTED March 22, 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:	March 22, 2022
Agency:	City of Belmont
Staff Contact:	Jozi Plut, City Clerk/Communications Coordinator, jplut@belmont.gov, 650-595-7414
Agenda Title:	District Elections Map, At-Large Mayor, and Sequence of Elections
Agenda Action:	Ordinance

Recommendation

The Council may at this public hearing meeting:
1) Select a map establishing council districts
2) Decide whether the first mayoral election is in November 2022 or 2024
3) Decide which district seats will be up for election in November 2022 and 2024
4) Adopt an ordinance establishing a by-district system of electing four members of the City Council and an at-large Mayor

Strategic Focus Area

Fiscal and Organizational Sustainability

Background

The members of the Belmont City Council are currently elected at-large. In an at-large election system, every voter in the City votes for each member of the City Council, regardless of where the voter or the candidate resides.

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.

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.

The City Council held initial informational public meetings on this matter on January 11 and 25, 2022. Simultaneously staff began an outreach campaign including but not limited to dedicated website creation, social media posting, e-newsletters, mapping workshop and pop-up informational booths throughout the City.

On February 8, 2022, the City's consultant created three draft district maps for City Council and public review and discussion. The maps are drafted based on traditional districting criteria as established by the Fair Maps Act including those districts are of relatively equal size, contiguous, maintain "communities of interest", follow city and census designated place boundaries and keep districts compact.

On February 22, 2022, after further public comments through online tools, email correspondence and in person the City's demographer made another round of map presentations for further input from the community. It was determined that with the constrained timeline, the Council should hold a study session for a focused discussion on a final district map and discussion on the at-large Mayor.

Analysis

On March 8th, the City Council, following several public hearings and final discussion on the City of Belmont district election map; directed City Demographer Districting Partners to draft 2 maps for final review and selection at its March 22nd regular meeting. Maps 1 and 2 attached were posted to the City's website on Friday, March 11 for public review and input. The Council also introduced an ordinance establishing a by-district system of electing four members of the City Council and an at-large Mayor with a 2-year term.

Sequencing

The city currently has five councilmembers elected at-large who serve for four years and whose elections are staggered by two years such that every two years there is an election for either 2 or 3 members depending on the number of offices that are ending their four-year term. The city will transition to district-based elections with a directly elected mayor over two election cycles (November 2022 and November

2024) in order to continue to stagger the term of office for the four councilmembers elected by-district and to not cut short the term of office of any councilmember who was elected at-large and whose current four-year term has not expired.

Sequencing is the process of deciding which of the four council districts will have elections in November 2022 and which will have elections in November 2024, in order to complete the transition to district-based elections and not cut short the term of a current office holder. This includes deciding whether to first directly elect the mayor in either 2022 or 2024.

There are currently three at-large councilmembers whose current term of office ends in November 2022 creating three open seats in November 2022, so the city can hold elections for either 3 by-district seats or 2 by-district seats and the mayor without cutting short the term of a current office holder. A district may be selected to hold a by-district election regardless of whether or not a current at-large member resides in the district.

Potential sequence of elections:

Option 1 – Pick two of the four districts to hold elections and elect the mayor in November 2022

November 2022: Districts C and D; mayor
November 2024: Districts A and B; mayor

Or

November 2022: Districts B and D; mayor
November 2024: Districts A and C; mayor

Option 2 - Pick three of the four districts to hold elections and elect the mayor in November 2024

November 2022: Districts B, C, D
November 2024: District A; mayor

Alternatives

1. Defer to Staff for Further Information
2. Take no action

Attachments

A. Draft Map 1
B. Draft Map 2
C. Draft Ordinance
D. Presentation

Fiscal Impact

☐ No Fiscal Impact

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

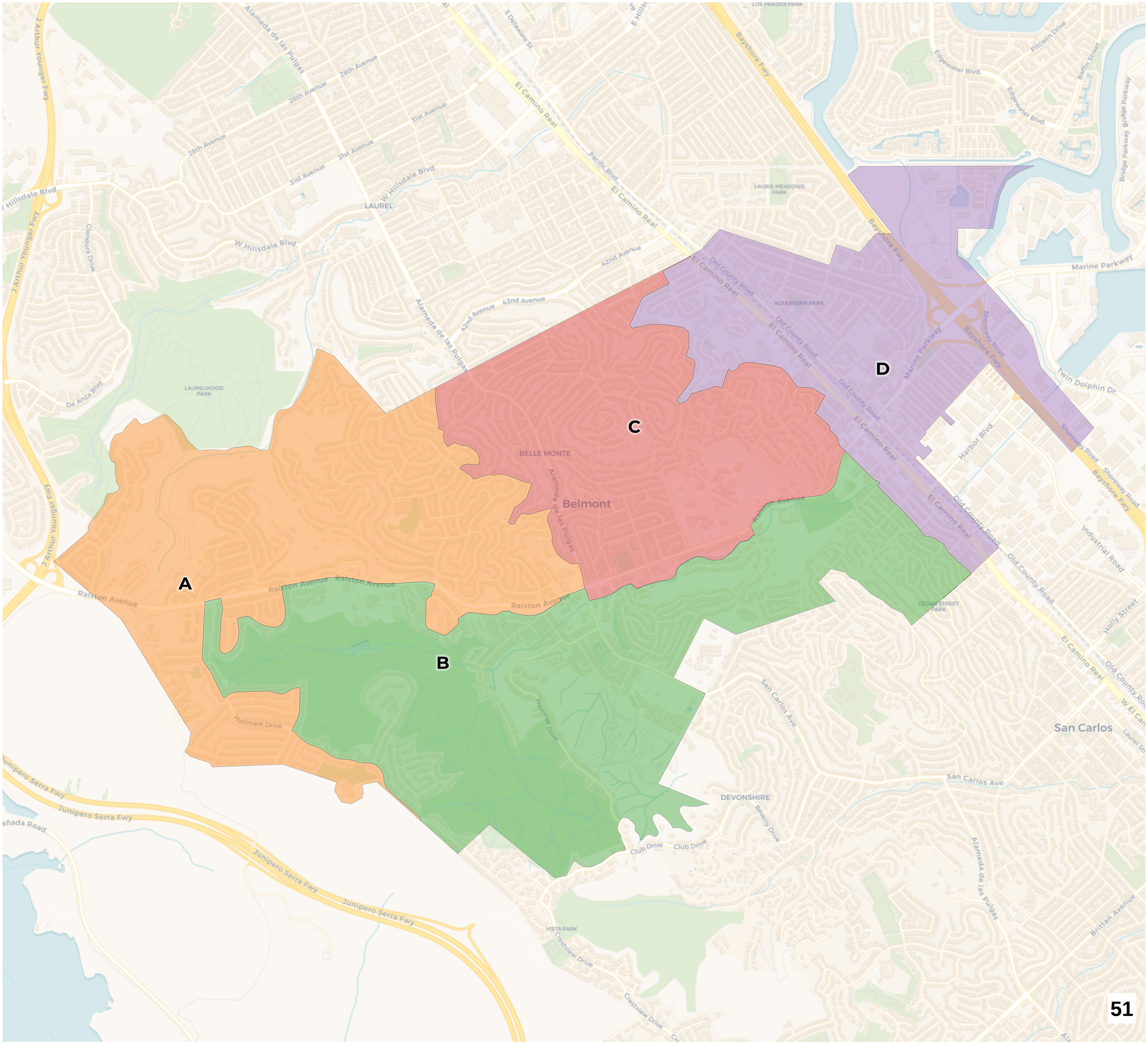
Source:	Purpose:	Public Outreach:
Staff	Statutory/Contractual Requirement	Posting of Agenda

Public Outreach also conducted at a public workshop and informational pop-ups in various locations throughout the City, on City's social media platform's, website, city wide mailing, banner across Ralston Avenue, the Weekly Update newsletter and item specific news blasts and press releases.

City of Belmont

Draft Plan 1

REDISTRICTING PARTNERS



2020 Census

	A	B	C	D
Population	7,045	7,423	6,836	7,056
Deviation	-45	333	-254	-34
Deviation %	-0.6%	4.7%	-3.6%	-0.5%
Other	4,192	4,297	4,293	3,361
Other %	59.5%	57.9%	62.8%	47.6%
Latino	627	948	865	1,093
Latino %	8.9%	12.8%	12.7%	15.5%
Asian	2,172	2,091	1,580	2,487
Asian %	30.8%	28.2%	23.1%	35.2%
Black	54	87	98	115
Black %	0.8%	1.2%	1.4%	1.6%

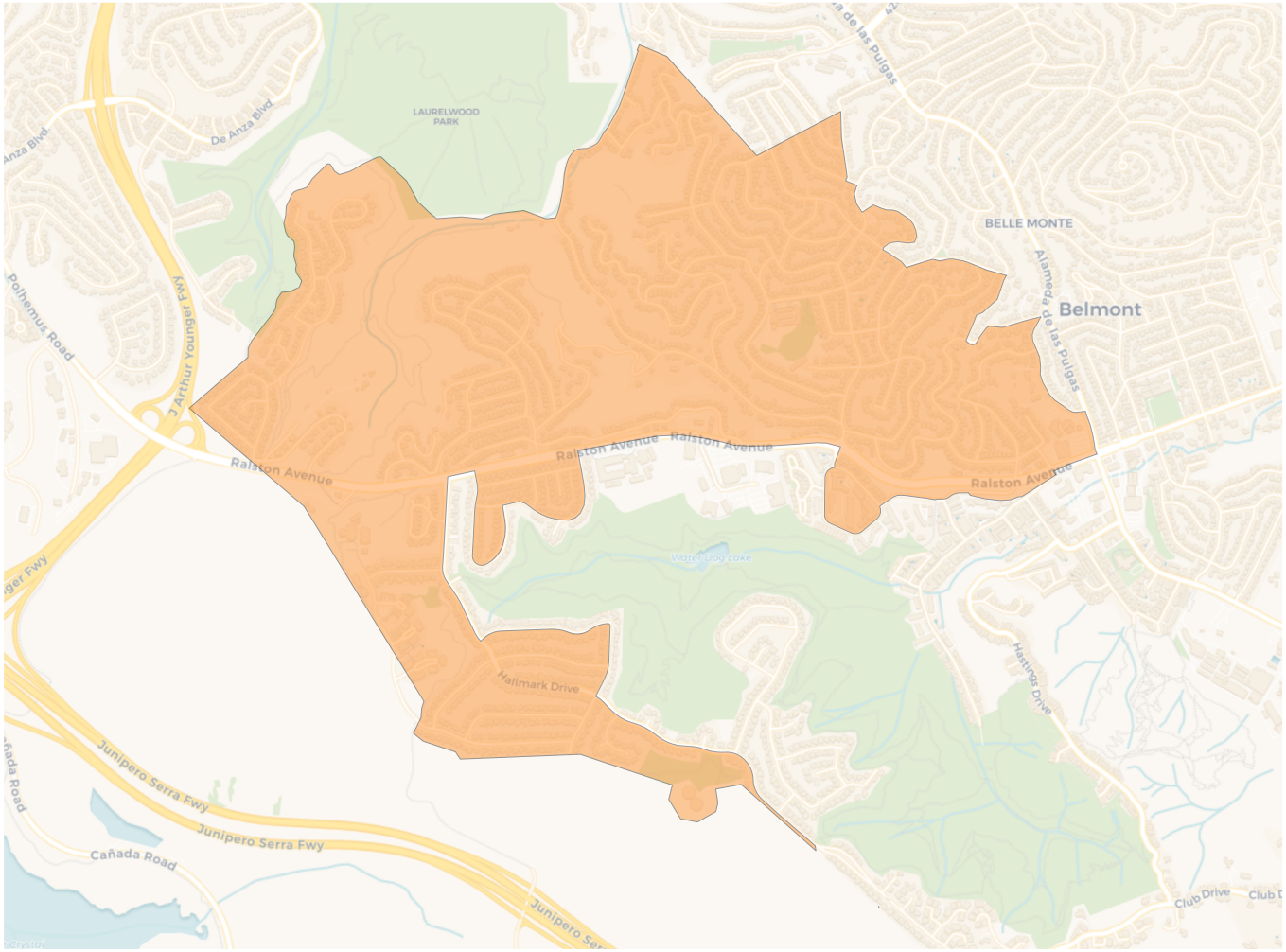
Citizen Voting Age Population (CVAP)

	A	B	C	D
Total CVAP	4,885	4,659	4,291	3,915
Other CVAP	3,354	2,925	2,987	2,193
Other CVAP %	68.7%	62.8%	69.6%	56.0%
Latino CVAP	459	566	449	557
Latino CVAP %	9.4%	12.1%	10.5%	14.2%
Asian CVAP	1,049	1,104	812	1,017
Asian CVAP %	21.5%	23.7%	18.9%	26.0%
Black CVAP	23	64	43	148
Black CVAP %	0.5%	1.4%	1.0%	3.8%

REDISTRICTING PARTNERS

City of Belmont
Draft Plan 1

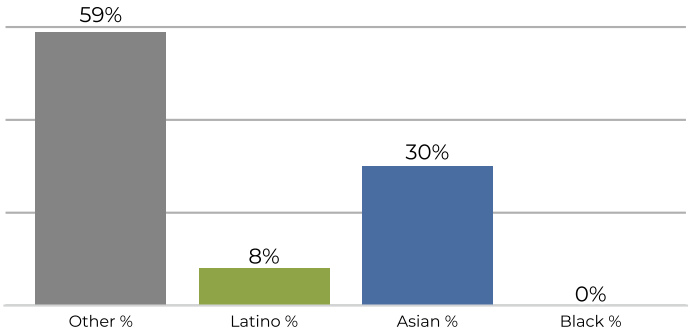
District A



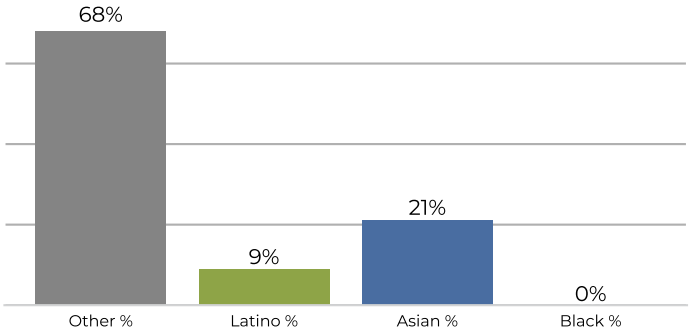
Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
7,045	-45	-0.6%	4,192	59.5%	627	8.9%	2,172	30.8%	54	0.8%

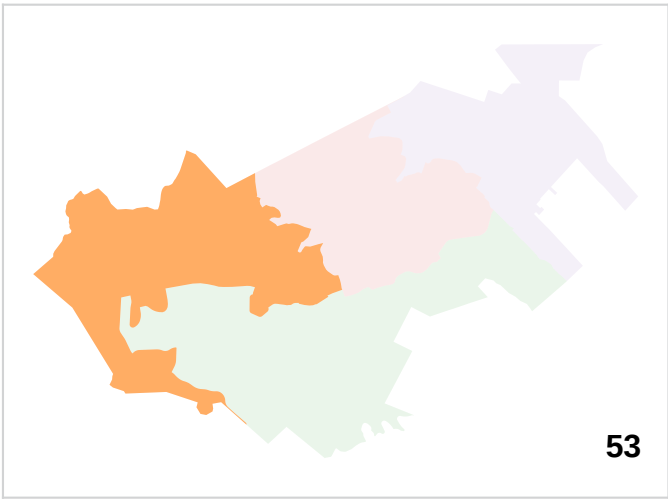
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %
4,885	3,354	68.7%	459	9.4%	1,049	21.5%	23	0.5%

2020 Census



Citizen Voting Age Population



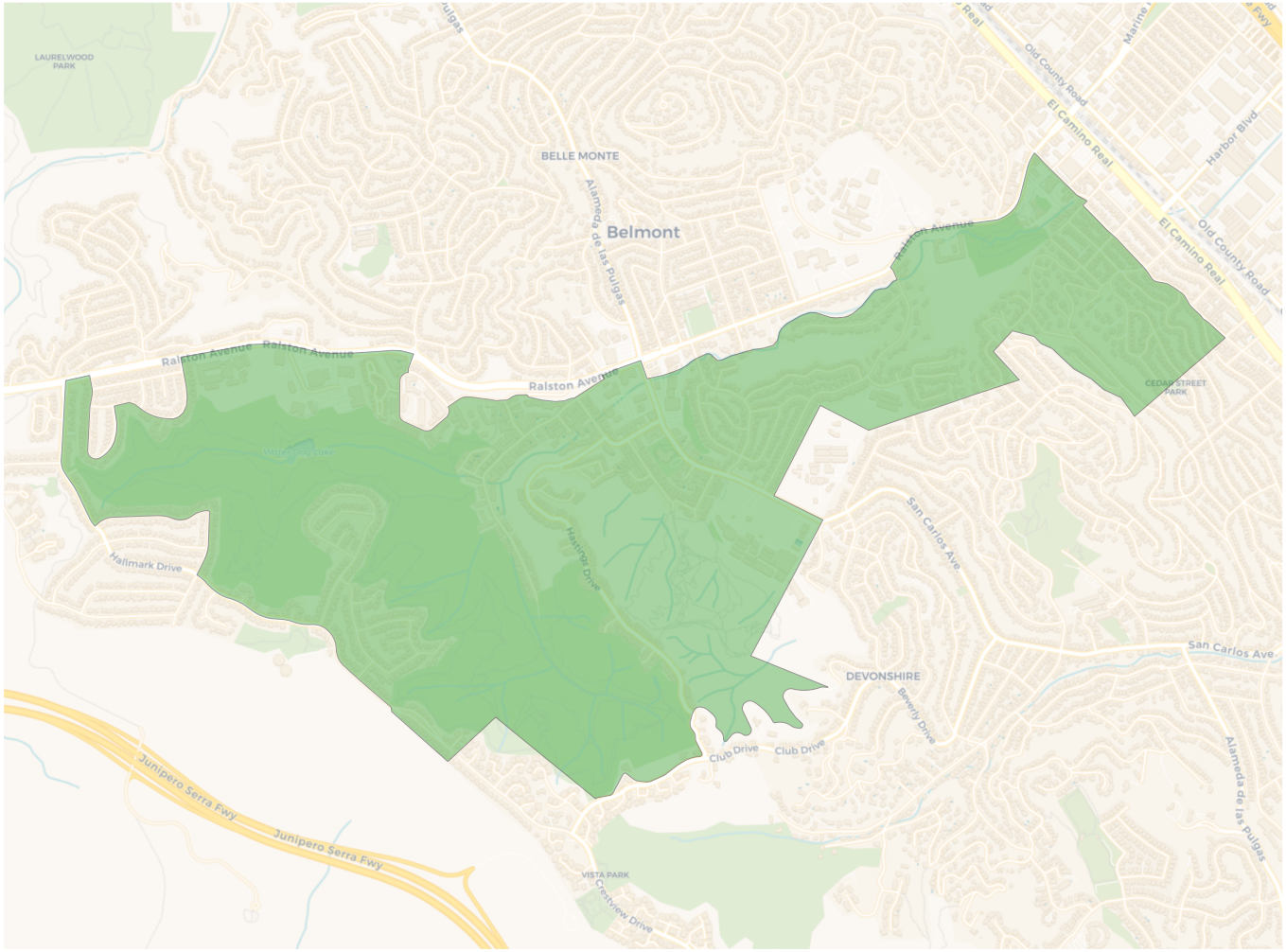


REDISTRICTING PARTNERS

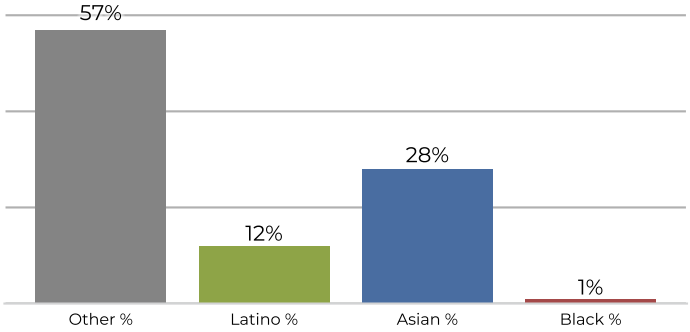
City of Belmont

Draft Plan 1

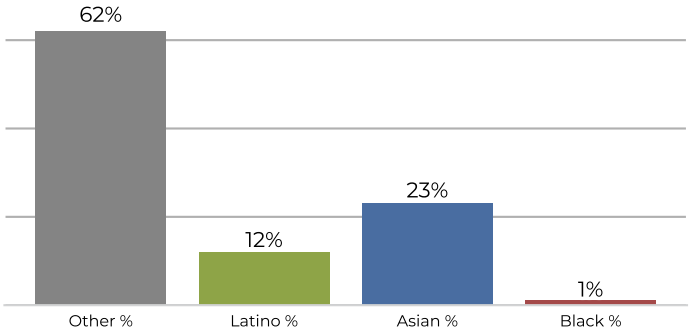
District B



2020 Census

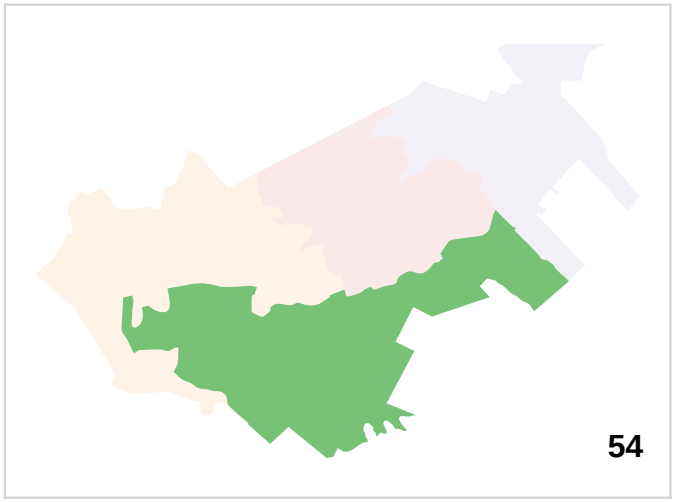


Citizen Voting Age Population



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
7,423	333	4.7%	4,297	57.9%	948	12.8%	2,091	28.2%	87	1.2%

Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %
4,659	2,925	62.8%	566	12.1%	1,104	23.7%	64	1.4%

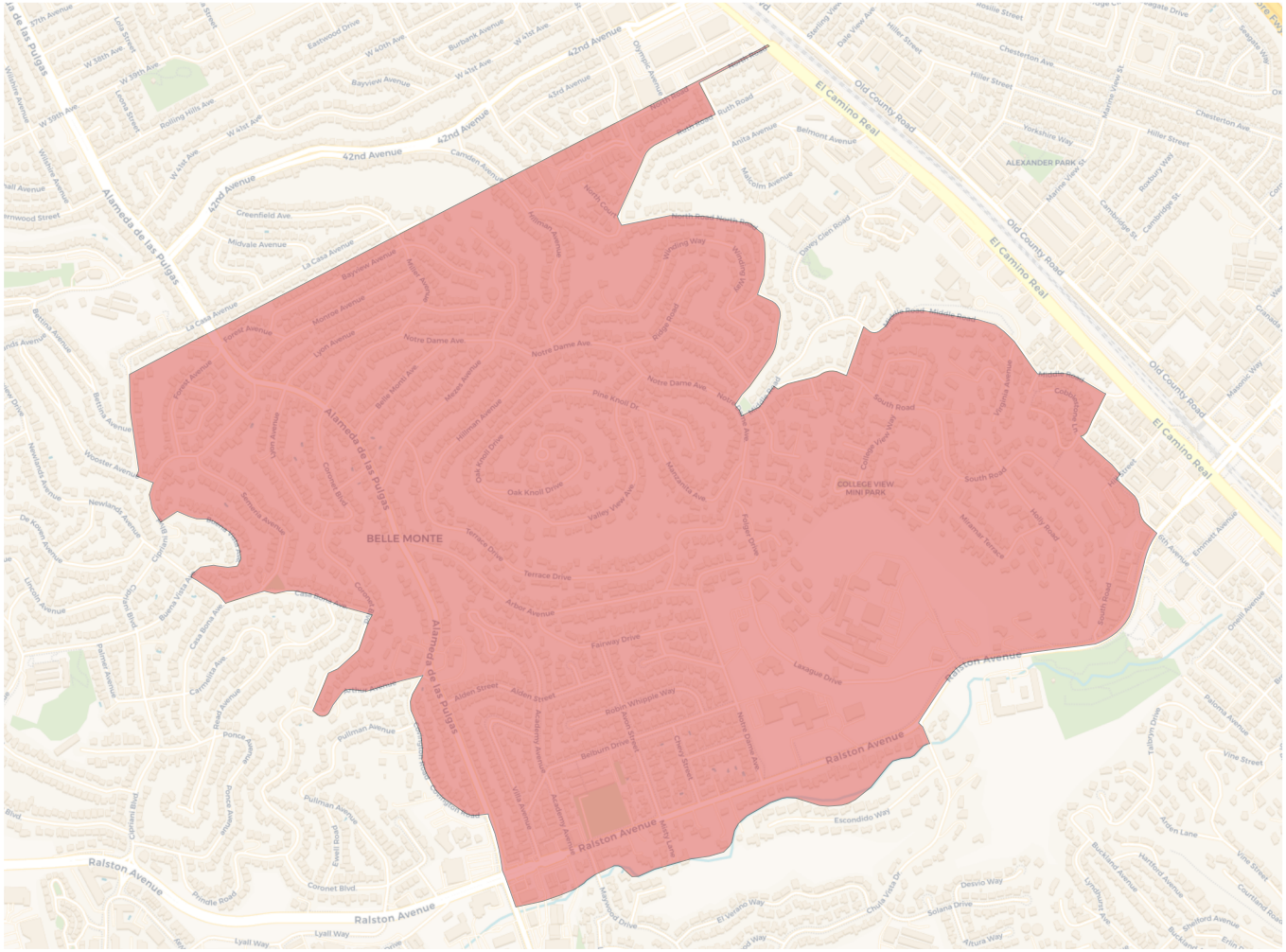


REDISTRICTING PARTNERS

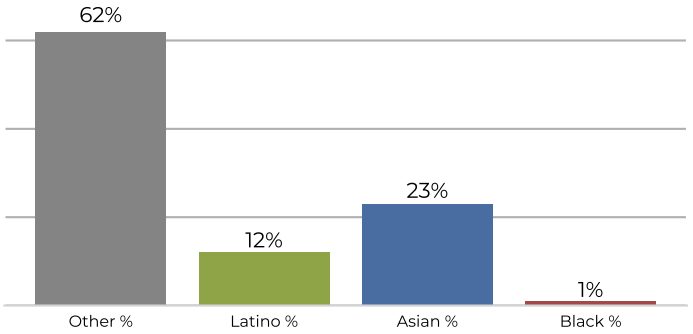
City of Belmont

Draft Plan 1

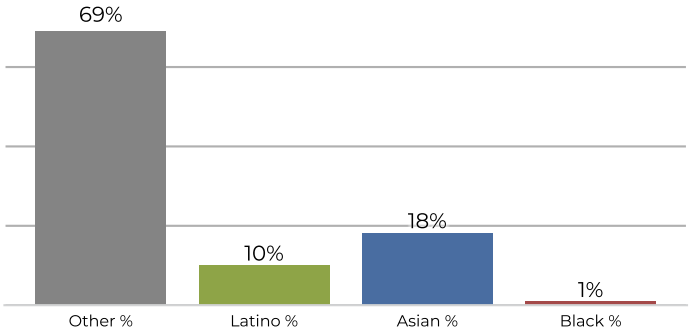
District C

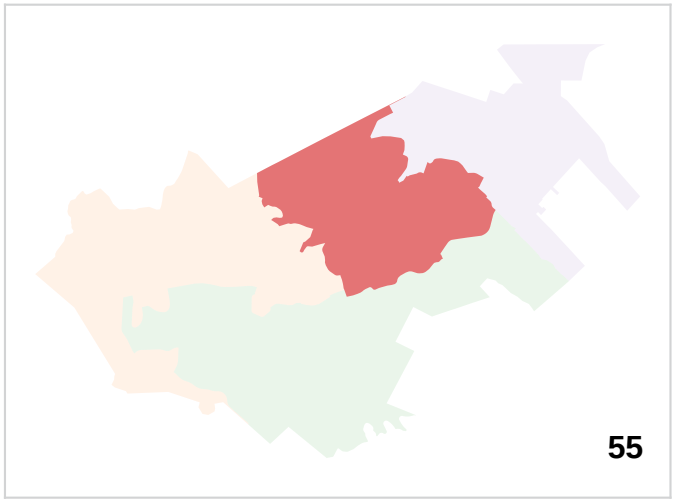


2020 Census



Citizen Voting Age Population





Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
6,836	-254	-3.6%	4,293	62.8%	865	12.7%	1,580	23.1%	98	1.4%

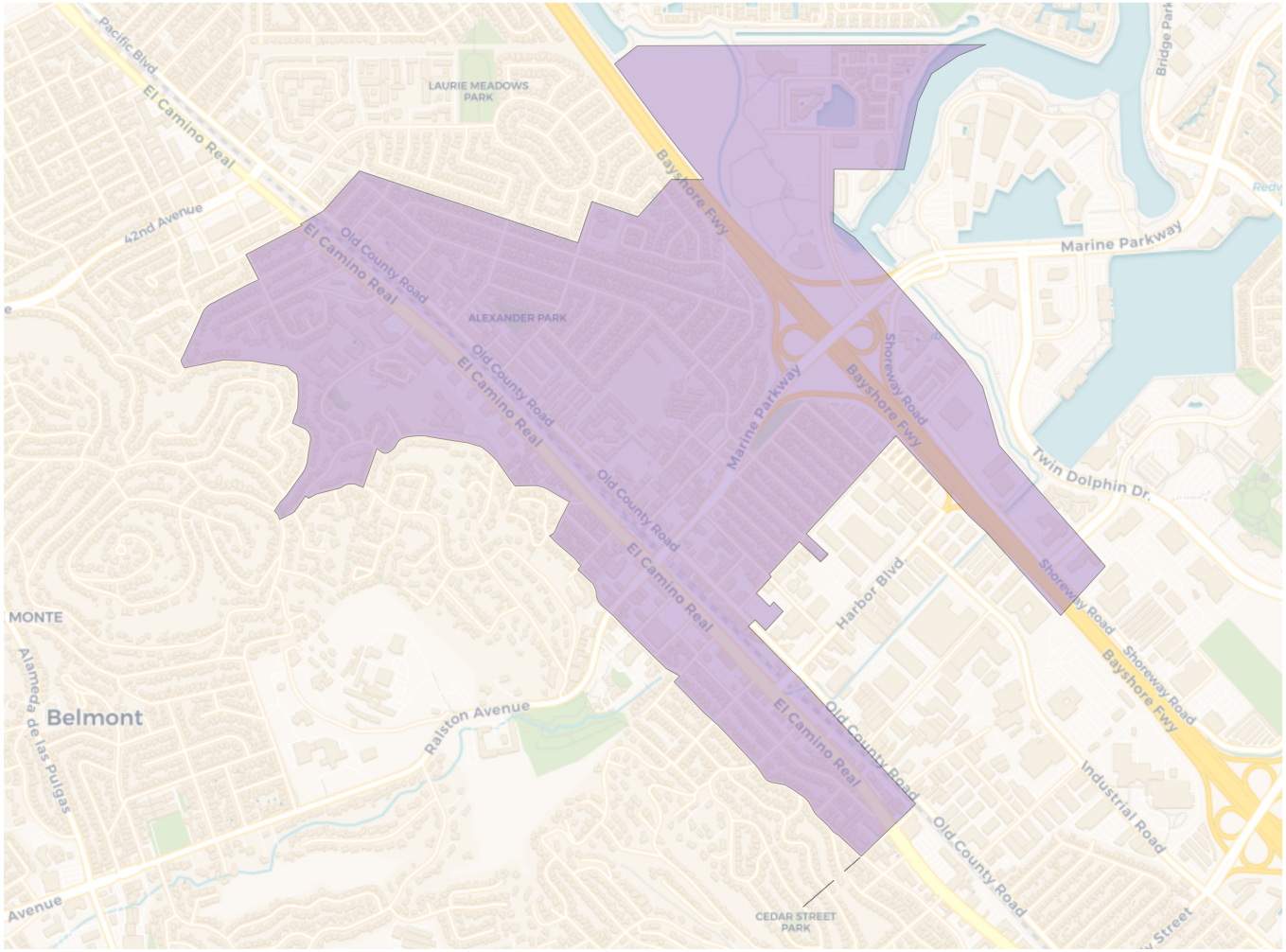
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %
4,291	2,987	69.6%	449	10.5%	812	18.9%	43	1.0%

REDISTRICTING PARTNERS

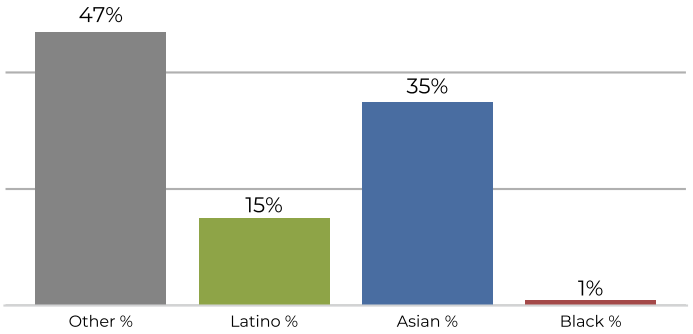
City of Belmont

Draft Plan 1

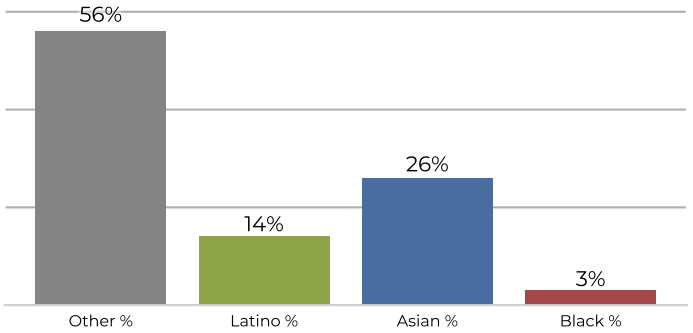
District D

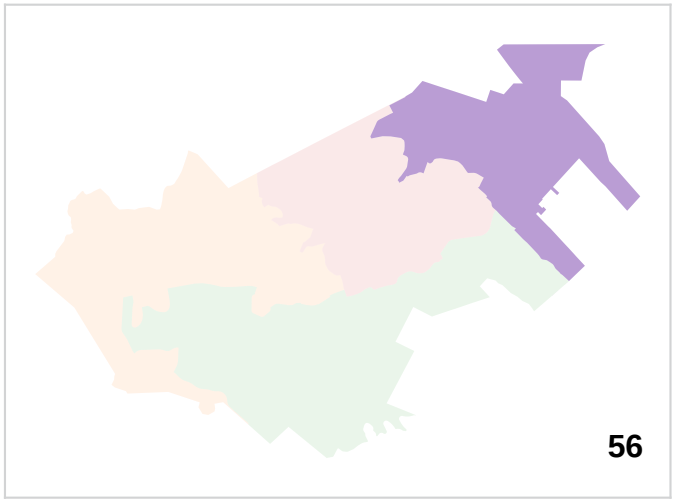


2020 Census



Citizen Voting Age Population





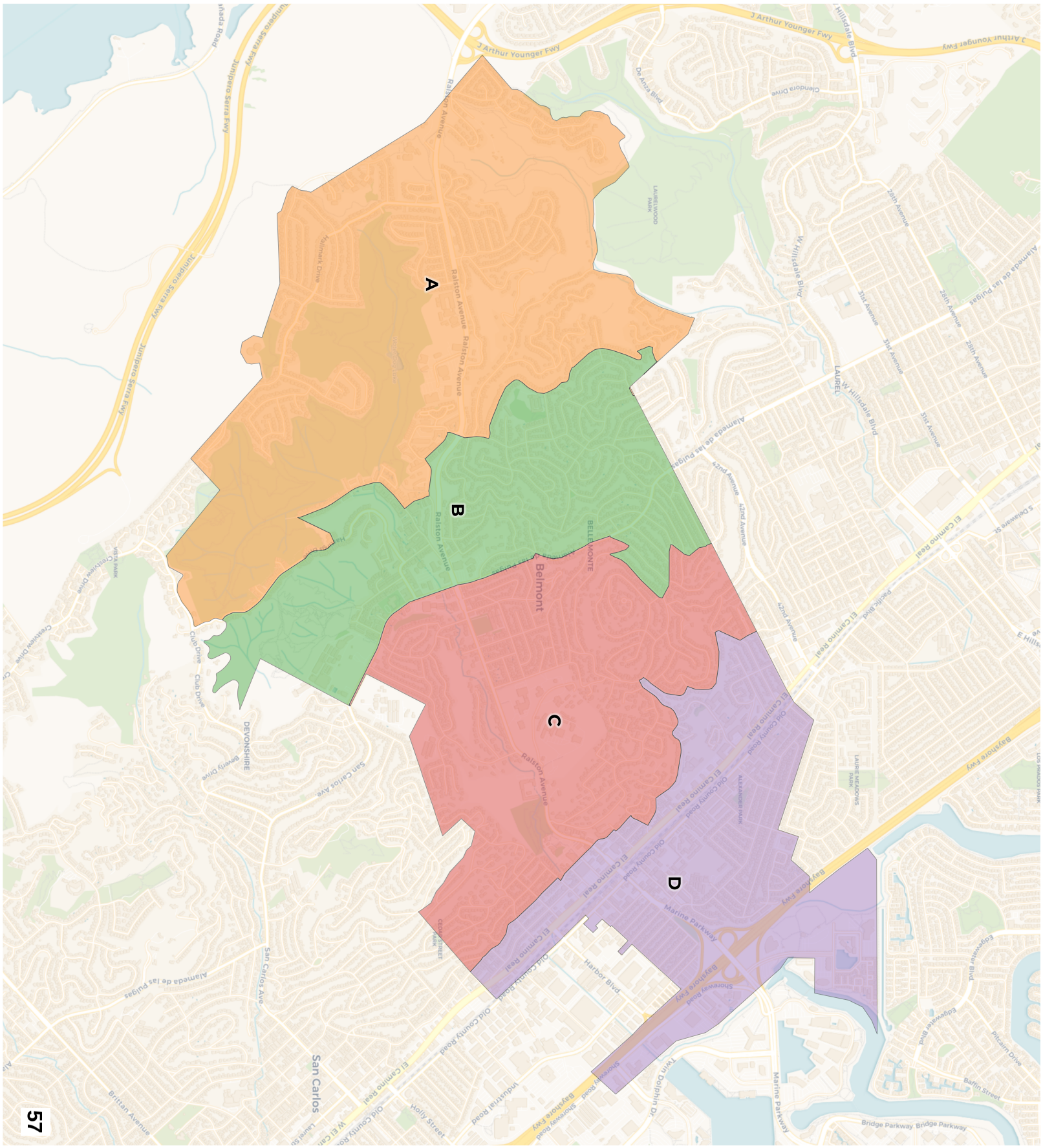
Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
7,056	-34	-0.5%	3,361	47.6%	1,093	15.5%	2,487	35.2%	115	1.6%

Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %
3,915	2,193	56.0%	557	14.2%	1,017	26.0%	148	3.8%

REDISTRICTING PARTNERS

City of Belmont

Draft Plan 2



2020 Census

	A	B	C	D
Population	7,014	7,072	7,165	7,109
Deviation	-76	-18	75	19
Deviation %	-1.1%	-0.3%	1.1%	0.3%
Other	4,039	4,296	4,426	3,382
Other %	57.6%	60.7%	61.8%	47.6%
Latino	612	905	918	1,098
Latino %	8.7%	12.8%	12.8%	15.4%
Asian	2,292	1,809	1,715	2,514
Asian %	32.7%	25.6%	23.9%	35.4%
Black	71	62	106	115
Black %	1.0%	0.9%	1.5%	1.6%

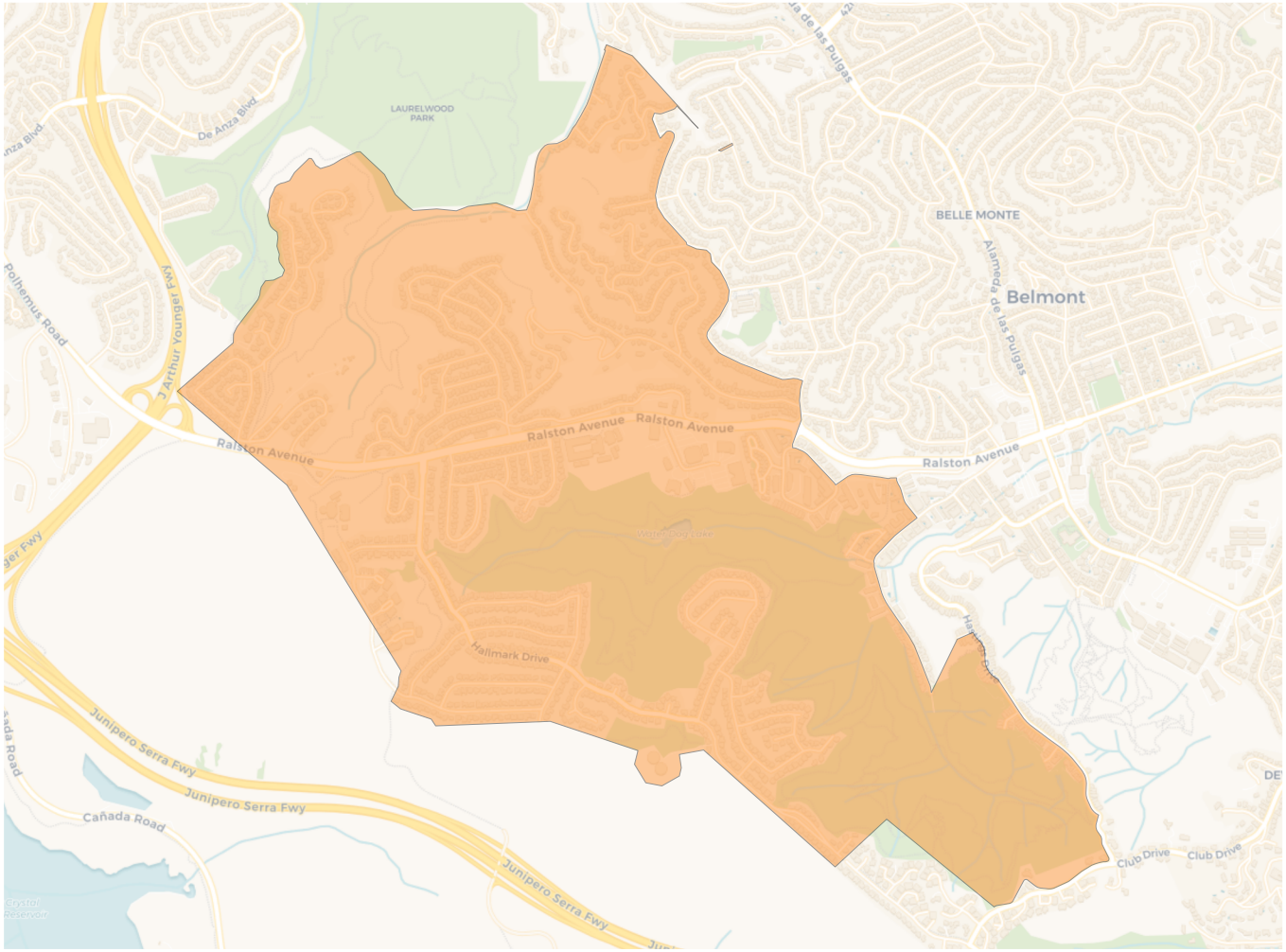
Citizen Voting Age Population (CVAP)

	A	B	C	D
Total CVAP	4,604	4,717	4,492	3,937
Other CVAP	3,024	2,996	3,237	2,202
Other CVAP %	65.7%	63.5%	72.1%	55.9%
Latino CVAP	425	536	510	560
Latino CVAP %	9.2%	11.4%	11.4%	14.2%
Asian CVAP	1,121	1,176	658	1,027
Asian CVAP %	24.3%	24.9%	14.6%	26.1%
Black CVAP	34	9	87	148
Black CVAP %	0.7%	0.2%	1.9%	3.8%

REDISTRICTING PARTNERS

City of Belmont
Draft Plan 2

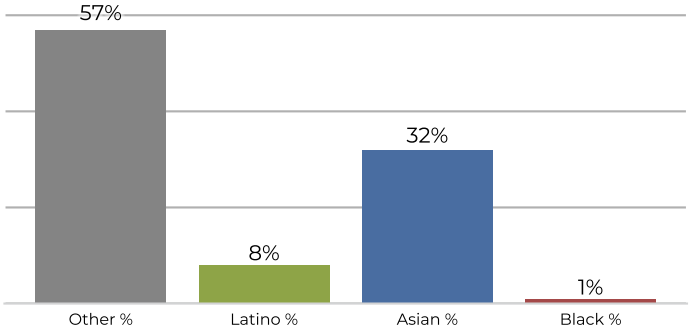
District A



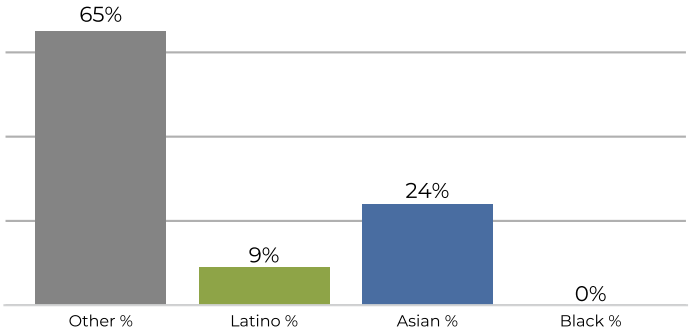
Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
7,014	-76	-1.1%	4,039	57.6%	612	8.7%	2,292	32.7%	71	1.0%

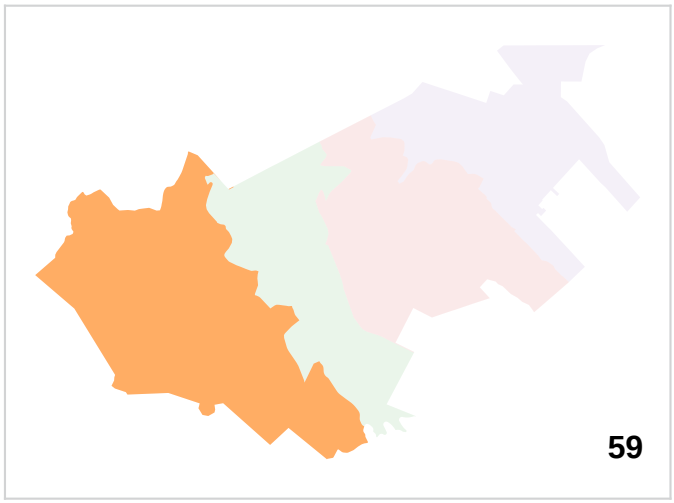
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %
4,604	3,024	65.7%	425	9.2%	1,121	24.3%	34	0.7%

2020 Census



Citizen Voting Age Population

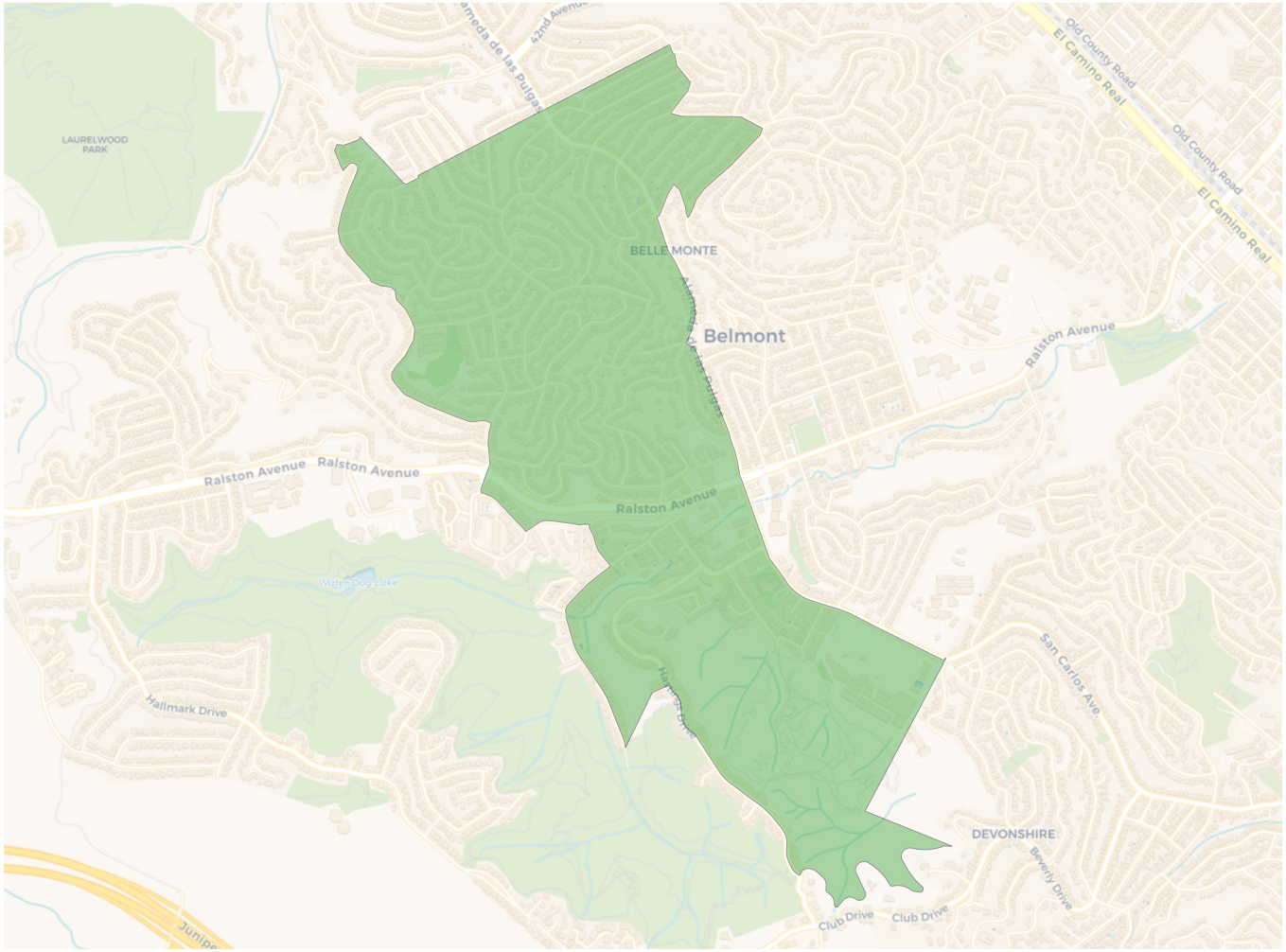




REDISTRICTING PARTNERS

City of Belmont
Draft Plan 2

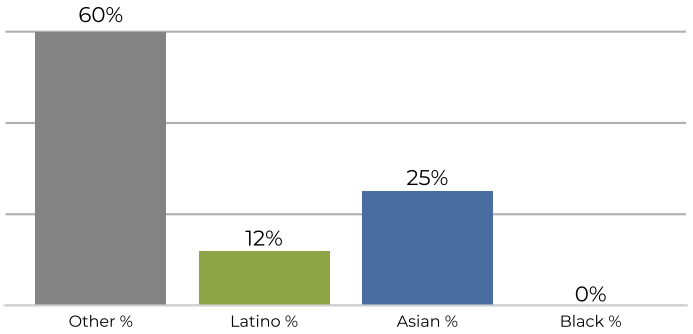
District B



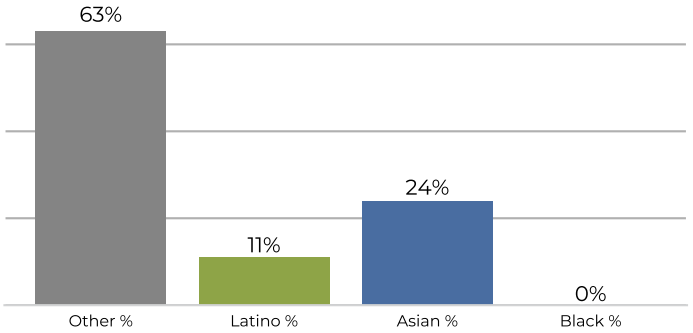
Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
7,072	-18	-0.3%	4,296	60.7%	905	12.8%	1,809	25.6%	62	0.9%

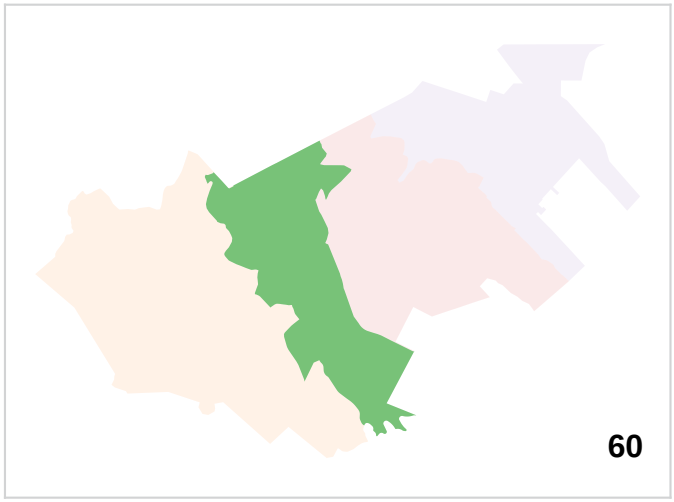
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %
4,717	2,996	63.5%	536	11.4%	1,176	24.9%	9	0.2%

2020 Census



Citizen Voting Age Population

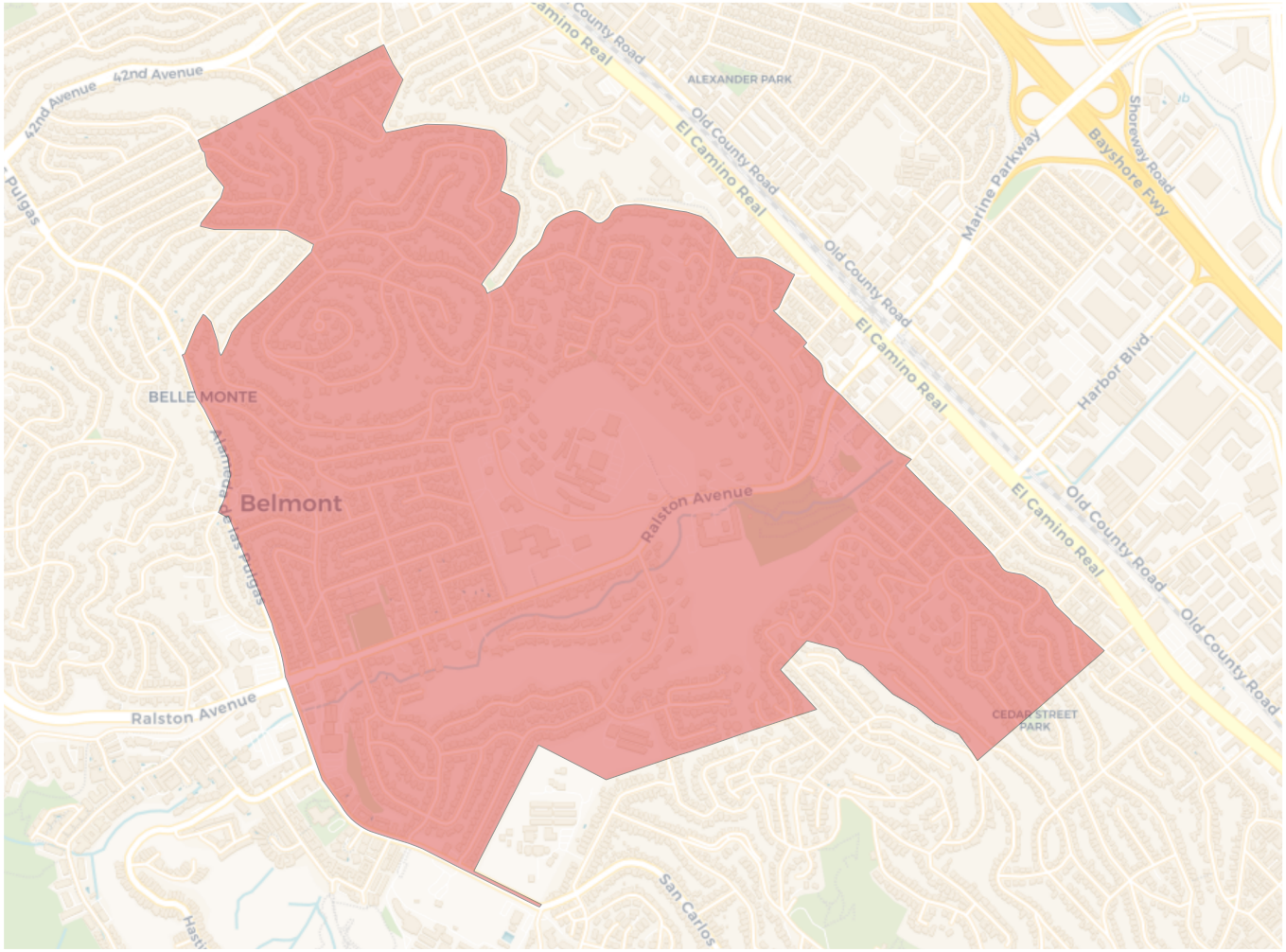




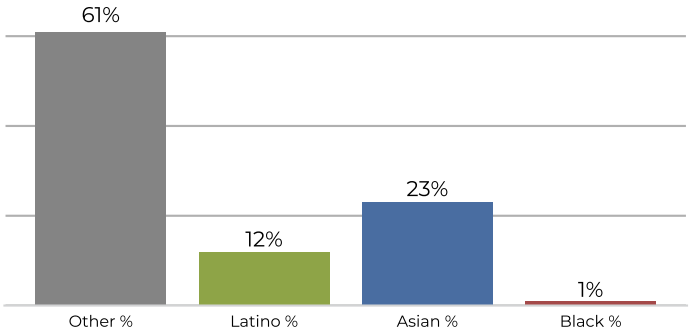
REDISTRICTING PARTNERS

City of Belmont
Draft Plan 2

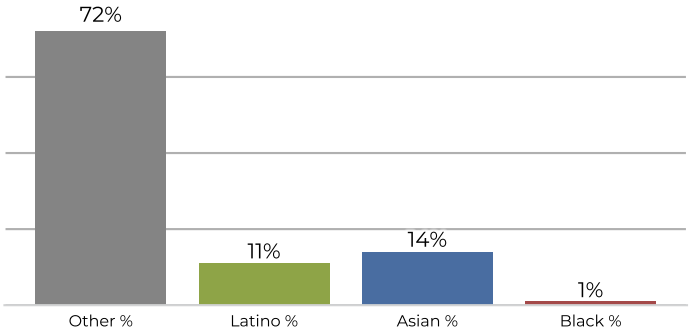
District C



2020 Census

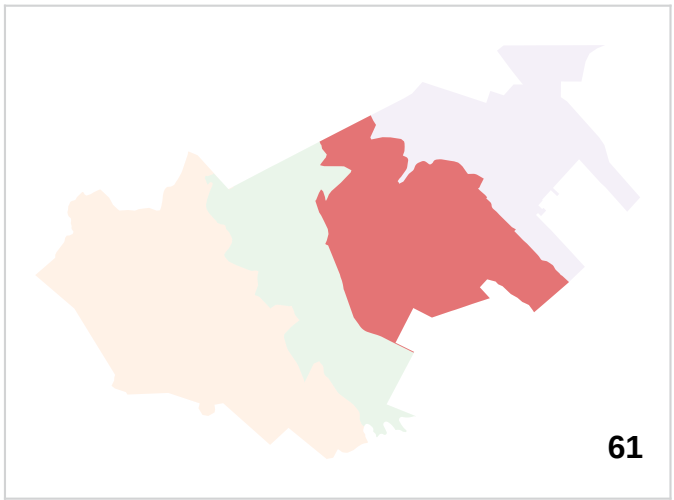


Citizen Voting Age Population



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
7,165	75	1.1%	4,426	61.8%	918	12.8%	1,715	23.9%	106	1.5%

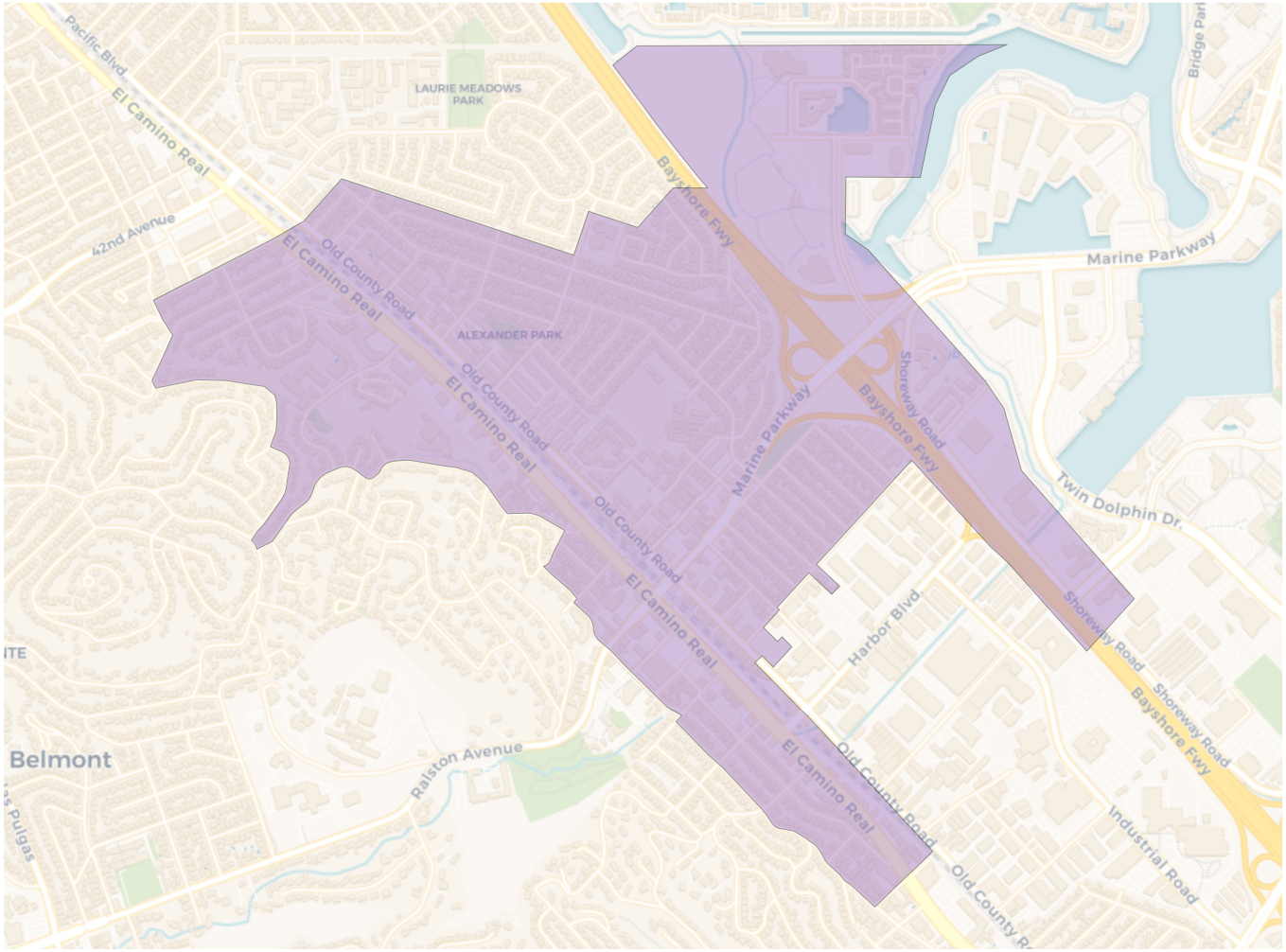
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %
4,492	3,237	72.1%	510	11.4%	658	14.6%	87	1.9%



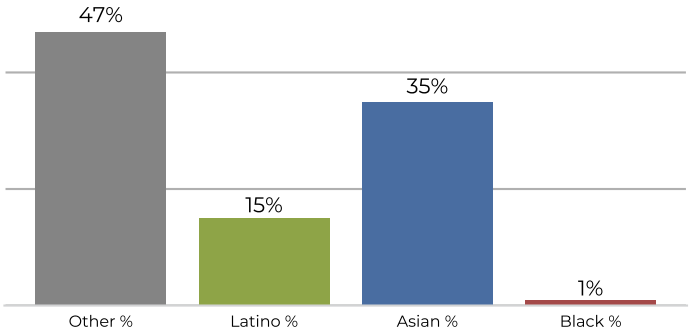
REDISTRICTING PARTNERS

City of Belmont
Draft Plan 2

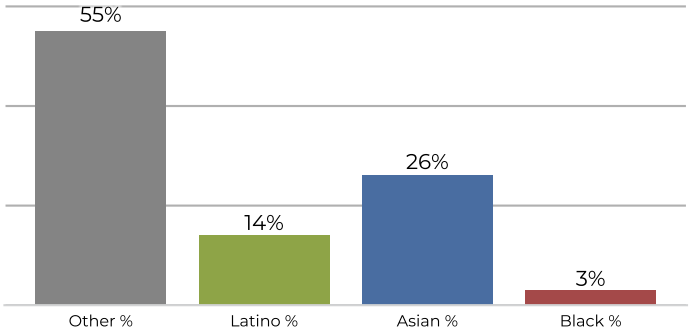
District D

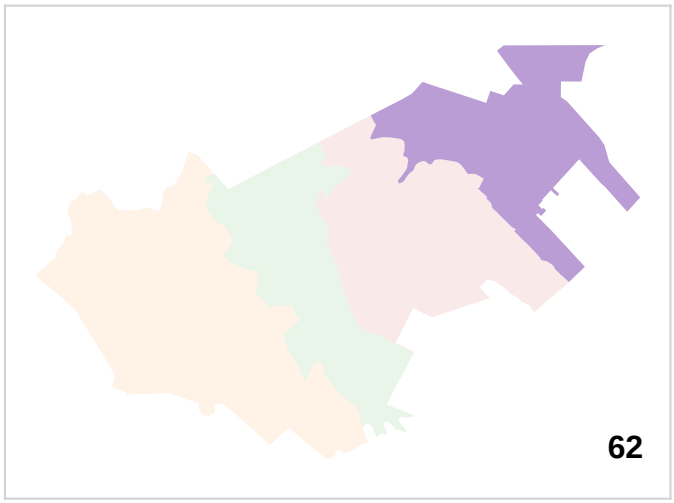


2020 Census



Citizen Voting Age Population





Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
7,109	19	0.3%	3,382	47.6%	1,098	15.4%	2,514	35.4%	115	1.6%

Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %
3,937	2,202	55.9%	560	14.2%	1,027	26.1%	148	3.8%

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BELMONT CHANGING THE METHOD OF ELECTING RESIDENTS TO THE CITY COUNCIL FROM AT-LARGE TO BY-DISTRICT WITH AN ELECTED MAYOR

WHEREAS, the City Council is the legislative body governing the City of Belmont and consists of five members including a mayor; and,

WHEREAS, councilmembers are elected by all of the voters of the city, a process known as at-large elections, and the mayor is appointed annually by the city councilmembers; and,

WHEREAS, the city clerk received a letter by certified mail dated July 30, 2021, from the law firm of Shenkman & Hughes, P.C. asserting that the election of councilmembers at-large in Belmont violates the California Voting Rights Act ("CVRA") and threatening litigation against the city if the city does not voluntarily change its at-large system of electing councilmembers; and,

WHEREAS, the Council believes at-large elections in Belmont are consistent with applicable law, including the CVRA, but given the risks and costs of potential litigation challenging the current at-large election process, the Council feels compelled to transition to a by-district (district based) method of election in order to avoid exposure to excessive litigation costs including a significant attorney's fee award against the city that could not readily be absorbed; and,

WHEREAS, the Council finds the most suitable by-district method of electing councilmembers is to divide the city into four districts and have the residents of each district elect a resident who resides in their district to the Council and have all the residents of the city elect a mayor; and,

WHEREAS, Government Code Sections 34871 and 34886 authorize a city council to adopt an ordinance that requires councilmembers to be elected by district with an elective mayor without submitting the ordinance to the voters for approval when the change in election method is made in furtherance of the purposes of the CVRA; and

WHEREAS, the Council held a study session on November 2, 2021, to consider transitioning to district-based elections and whether to directly elect the mayor at-large; and,

WHEREAS, 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.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BELMONT DOES ORDAIN AS FOLLOWS:

SECTION 1. LEGISLATIVE FINDINGS

The City Council adopts this ordinance changing the method of electing residents to the city council from at-large to by-district with an elected mayor in accordance with Government Code Sections 34871 and 34886. The Council declares this change is being made in furtherance of the purposes of the California Voting Rights Act of 2001.

DRAFT

SECTION 2. COUNCIL DISTRICTS

The geographic area of city is divided into four council districts the boundaries of which the council shall determine by resolution in accordance with the law.

SECTION 3. BY-DISTRICT ELECTIONS AND AT-LARGE MAYOR

(a) The City Council of the City of Belmont consists of five councilmembers including a mayor.

(b) Beginning with the general municipal election to be held in November 2022, and ending with the general municipal election to be held in November 2024, the election of city council members shall transition to by-district elections with four members elected by-district and a mayor elected on a citywide basis by the voters of the entire city.

(c) The City Council shall determine which districts hold initial by-district elections in November 2022 and November 2024 and whether the mayor is first elected in November 2022 or 2024 in manner that does not shorten the existing term of office of any councilmember.

* * *

The City Council of the City of Belmont, California introduced the foregoing ordinance, on [insert date] and adopted the ordinance at a regular meeting held on [insert date] by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ATTEST:

_____
City Clerk

_____
Mayor

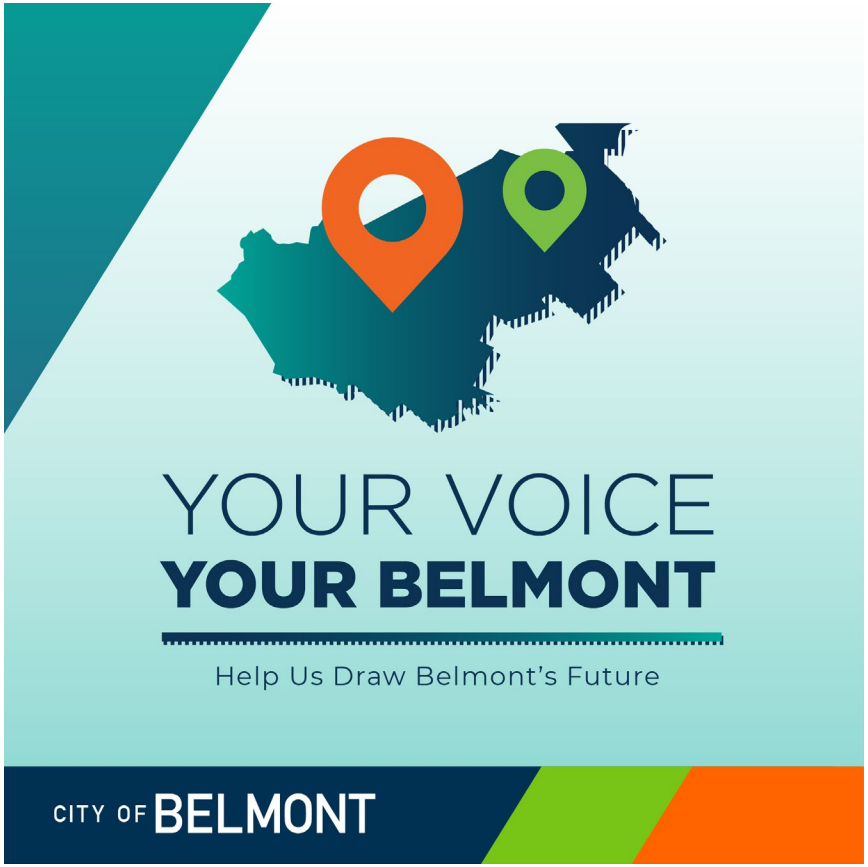
APPROVED AS TO FORM:

_____
City Attorney

DRAFT

REDISTRICTING PARTNERS

City of Belmont Districting



REDISTRICTING PARTNERS

Agenda

Things we will cover:

- Districting Principles
- Final Map Options
  - Draft Plan 1
  - Draft Plan 2

REDISTRICTING PARTNERS

Traditional Redistricting Principles

Drawing New City Council Lines for Fair Representation

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

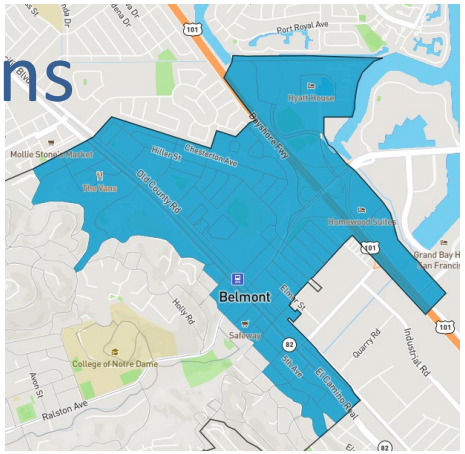
- Relatively equal size - people, not citizens
- Contiguous – districts should not hop/jump
- Maintain "*communities of interest*"
- Follow city/county/local government lines
- Keep districts compact – appearance/function

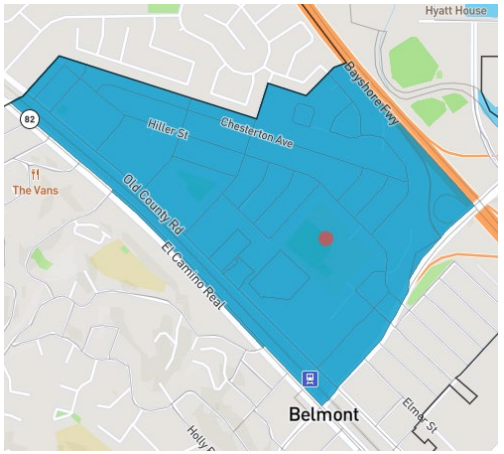
REDISTRICTING PARTNERS

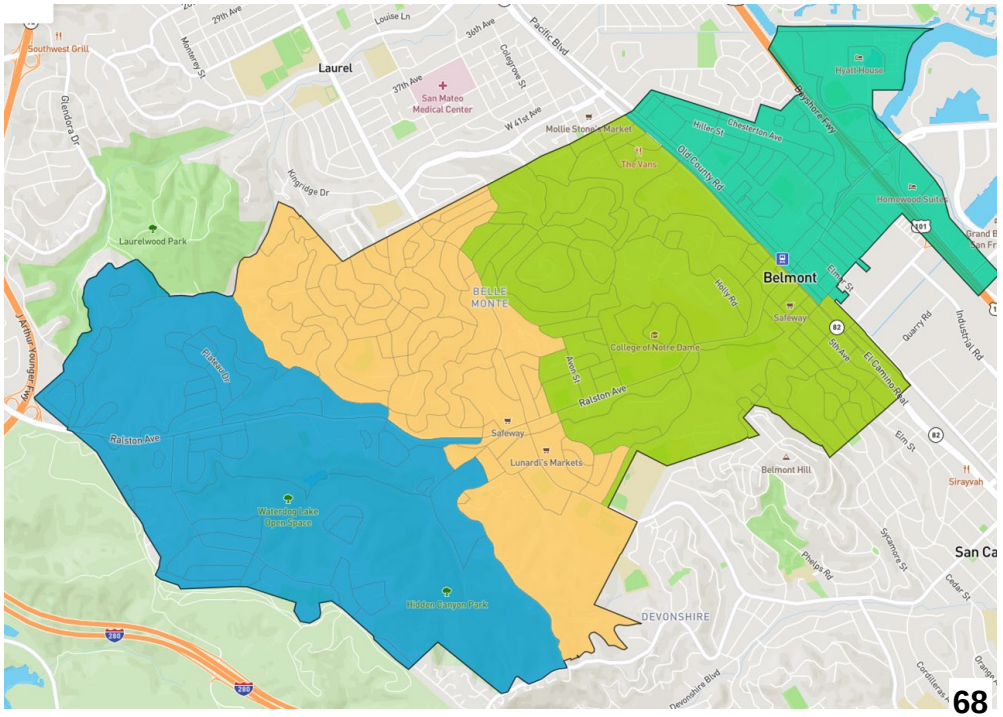
Community Submissions

COI Themes from DistrictR map submissions.

- Western COI linking Belmont Heights & Plateau Skymont
- Eastern COI linking Homeview & Sterling Downs
- Communities defined by their proximity to parks and schools





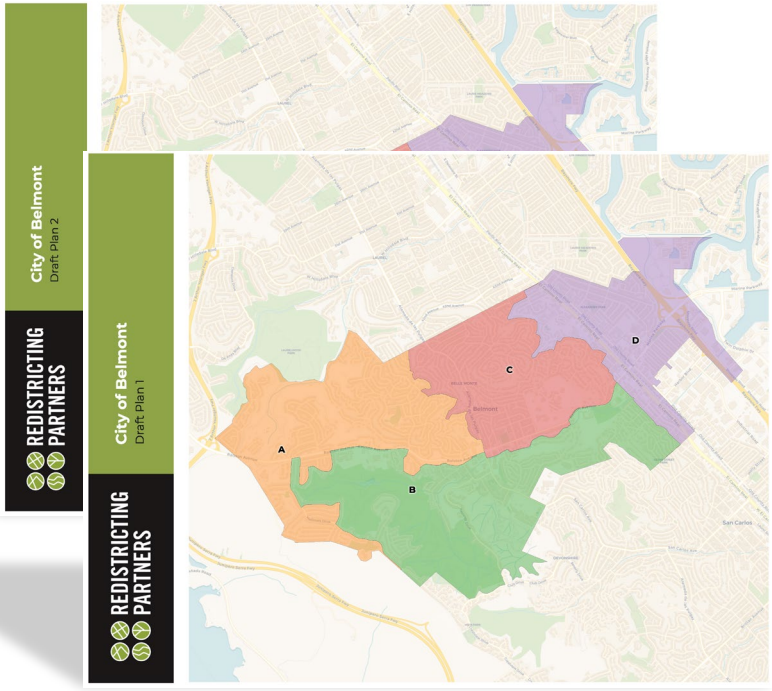


REDISTRICTING PARTNERS

Draft Map Plans

Each draft plan is provided with both a PDF and Online Web-based format

- **Draft Plan 1**: from Draft Plan H with live drawn changes
- **Draft Plan 2**: from Draft Plan I with live drawn changes

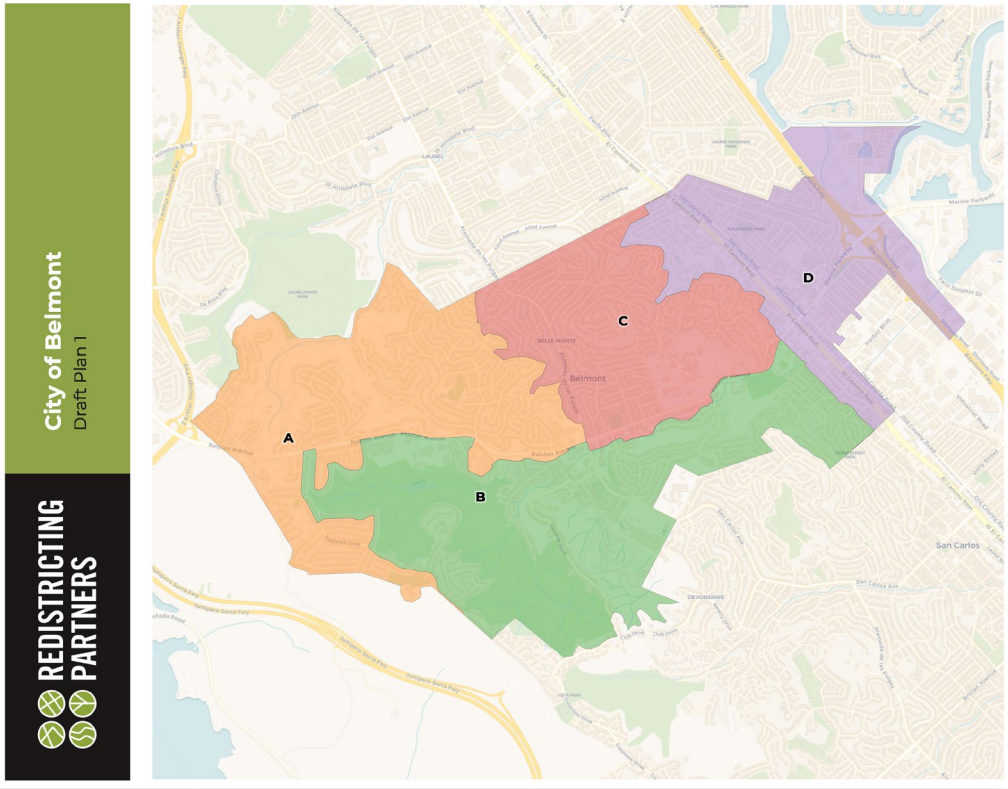


REDISTRICTING PARTNERS

Draft Map Plans

Each draft plan is provided with both a PDF and Online Web-based format

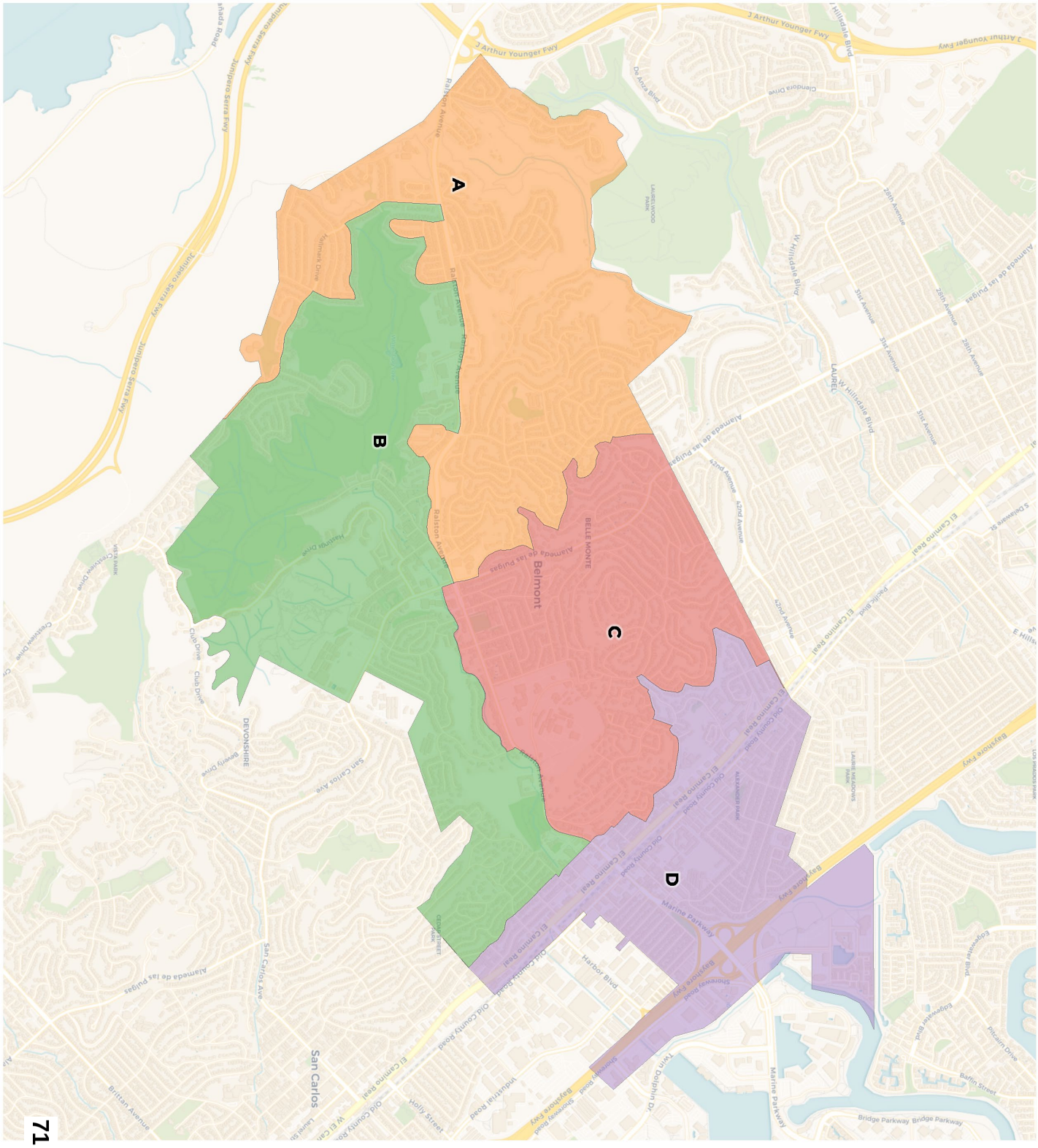
- **Draft Plan 1**: from Draft Plan H with live drawn changes



REDISTRICTING PARTNERS

City of Belmont

Draft Plan 1



REDISTRICTING PARTNERS

City of Belmont
Draft Plan 1

2020 Census

	A	B	C	D
Population	7,045	7,423	6,836	7,056
Deviation	-45	333	-254	-34
Deviation %	-0.6%	4.7%	-3.6%	-0.5%
Other	4,192	4,297	4,293	3,361
Other %	59.5%	57.9%	62.8%	47.6%
Latino			965	1,093
Latino %			7%	15.5%
Asian			80	2,487
Asian %			1%	35.2%
Black			98	115
Black %	0.8%	1.2%	1.4%	1.6%

The total deviation of the plan is the sum of the absolute values of the highest and lowest districts. *Here the total plan deviation is **8.3%.***

Citizen Voting Age Population (CVAP)

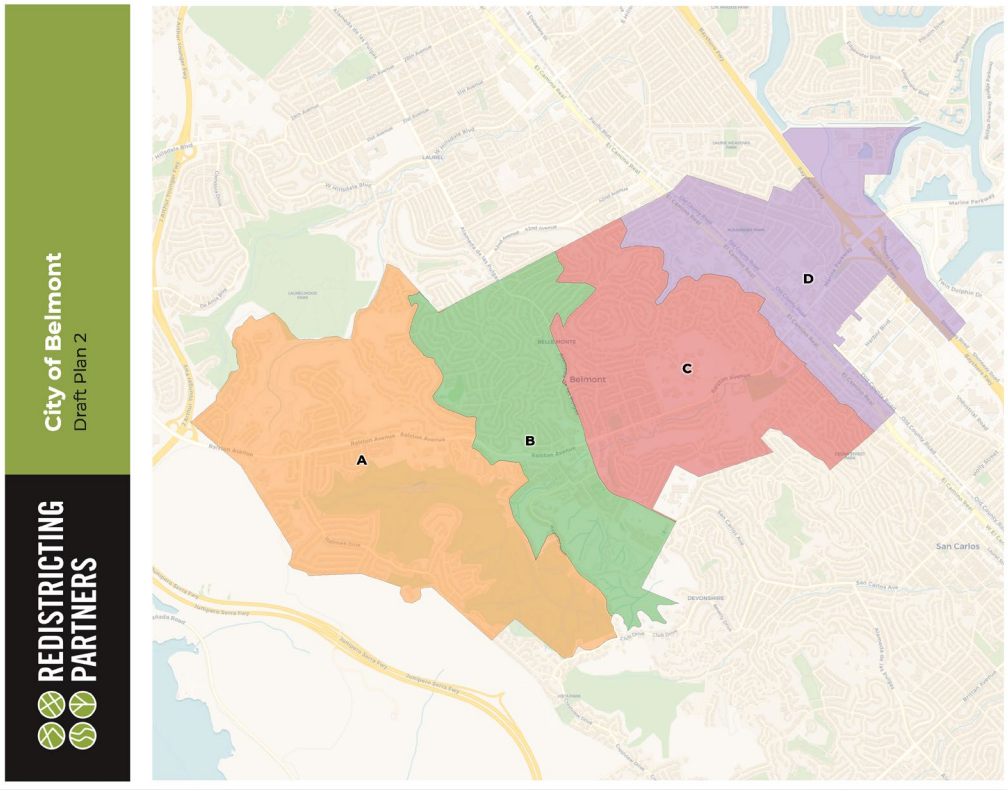
	A	B	C	D
Total CVAP	4,885	4,659	4,291	3,915
Other CVAP	3,354	2,925	2,987	2,193
Other CVAP %	68.7%	62.8%	69.6%	56.0%
Latino CVAP	459	566	449	557
Latino CVAP %	9.4%	12.1%	10.5%	14.2%
Asian CVAP	1,049	1,104	812	1,017
Asian CVAP %	21.5%	23.7%	18.9%	26.0%
Black CVAP	23	64	43	148
Black CVAP %	0.5%	1.4%	1.0%	3.8%

REDISTRICTING PARTNERS

Draft Map Plans

Each draft plan is provided with both a PDF and Online Web-based format

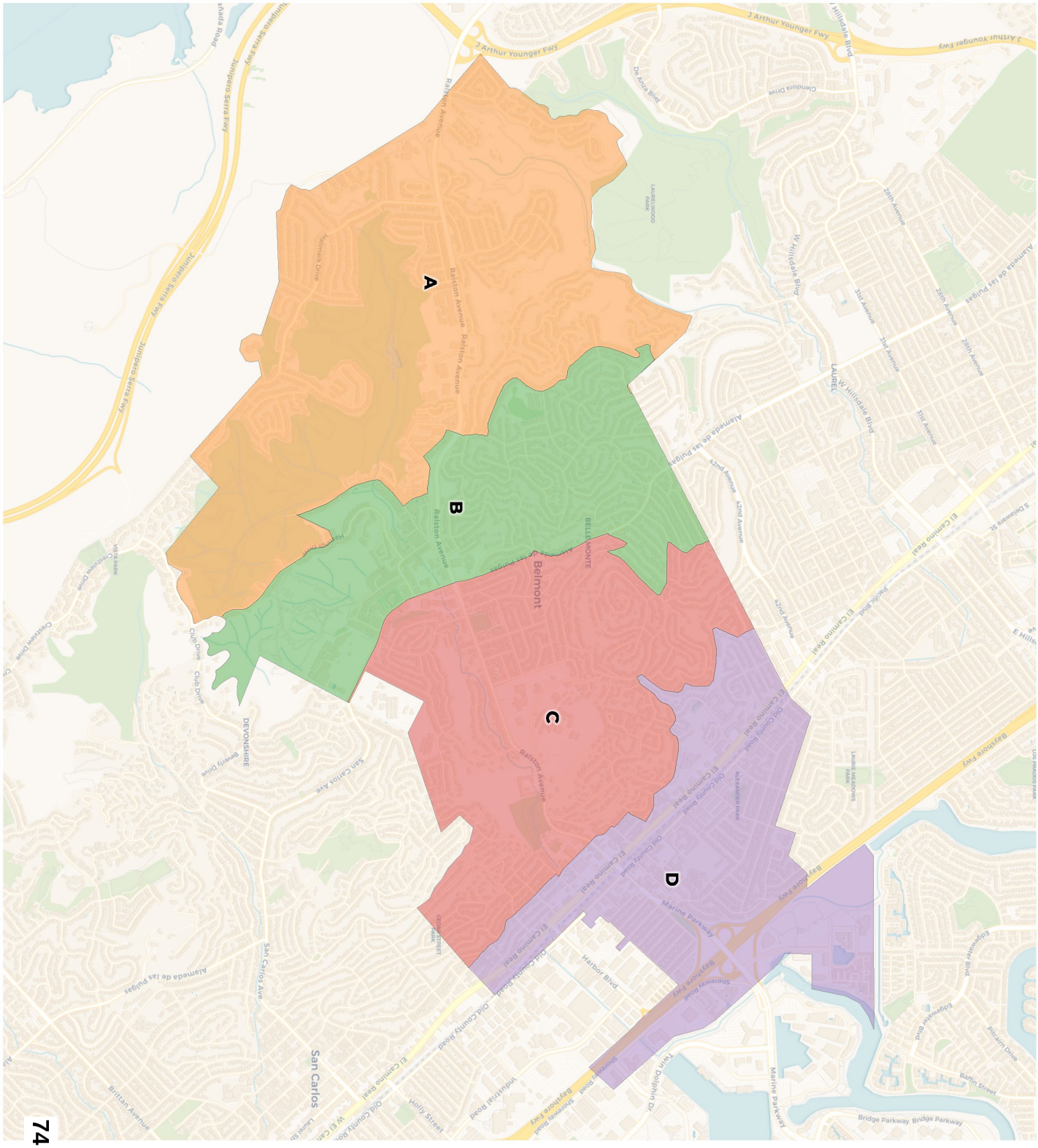
- **Draft Plan 2**: from Draft Plan I wi live drawn changes



REDISTRICTING PARTNERS

City of Belmont

Draft Plan 2



REDISTRICTING PARTNERS

City of Belmont
Draft Plan 2

2020 Census

	A	B	C	D
Population	7,014	7,072	7,165	7,109
Deviation	-76	-18	75	19
Deviation %	-1.1%	-0.3%	1.1%	0.3%
Other	4,039	4,296	4,426	3,382
Other %	57.6%	60.7%	61.8%	47.6%
Latino	612		918	1,098
Latino %	8.7%		12.8%	15.4%
Asian	2,292	1,809	1,715	2,514
Asian %	32.7%	25.6%	23.9%	35.4%
Black	71	62	106	115
Black %	1.0%	0.9%	1.5%	1.6%

Total Plan Deviation: ***2.2%***

Citizen Voting Age Population (CVAP)

	A	B	C	D
Total CVAP	4,604	4,717	4,492	3,937
Other CVAP	3,024	2,996	3,237	2,202
Other CVAP %	65.7%	63.5%	72.1%	55.9%
Latino CVAP	425	536	510	560
Latino CVAP %	9.2%	11.4%	11.4%	14.2%
Asian CVAP	1,121	1,176	658	1,027
Asian CVAP %	24.3%	24.9%	14.6%	26.1%
Black CVAP	34	9	87	148
Black CVAP %	0.7%	0.2%	1.9%	3.8%

REDISTRICTING PARTNERS

Next Steps

Upcoming Hearings

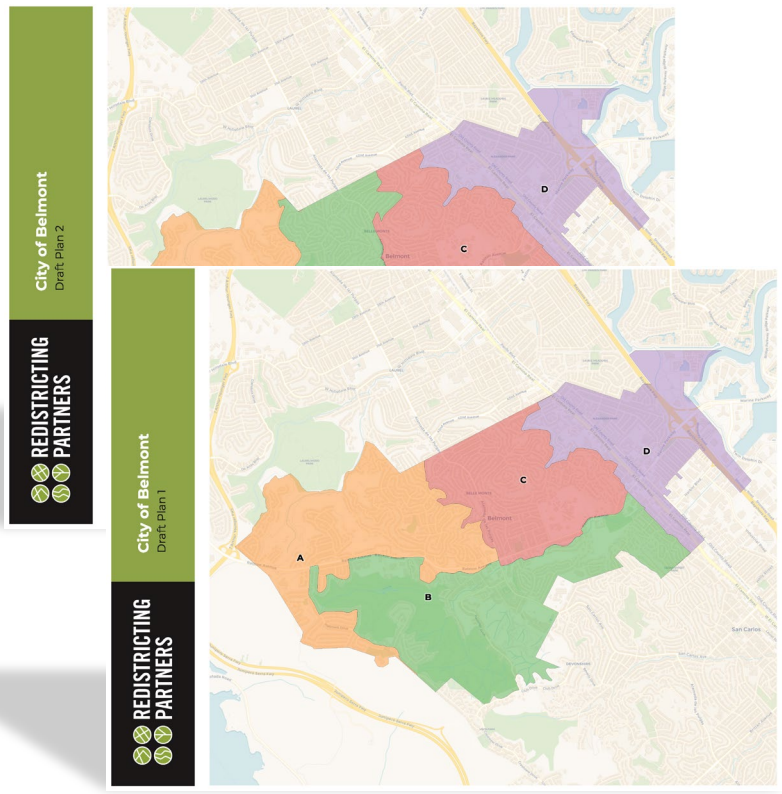
January 25, 2022	Public Hearing on Process
February 8, 2022	Draft Map Presentation
February 19, 2022	Outreach Presentation
February 22, 2022	Second Draft Map Presentation
March 8, 2022	Select a Final Map
March 22, 2022	**Vote on a Final Map**

REDISTRICTING PARTNERS

What's Next

The City Council will introduce an ordinance adopting a final map tonight!

- **The Council needs to approve its final plan tonight.**



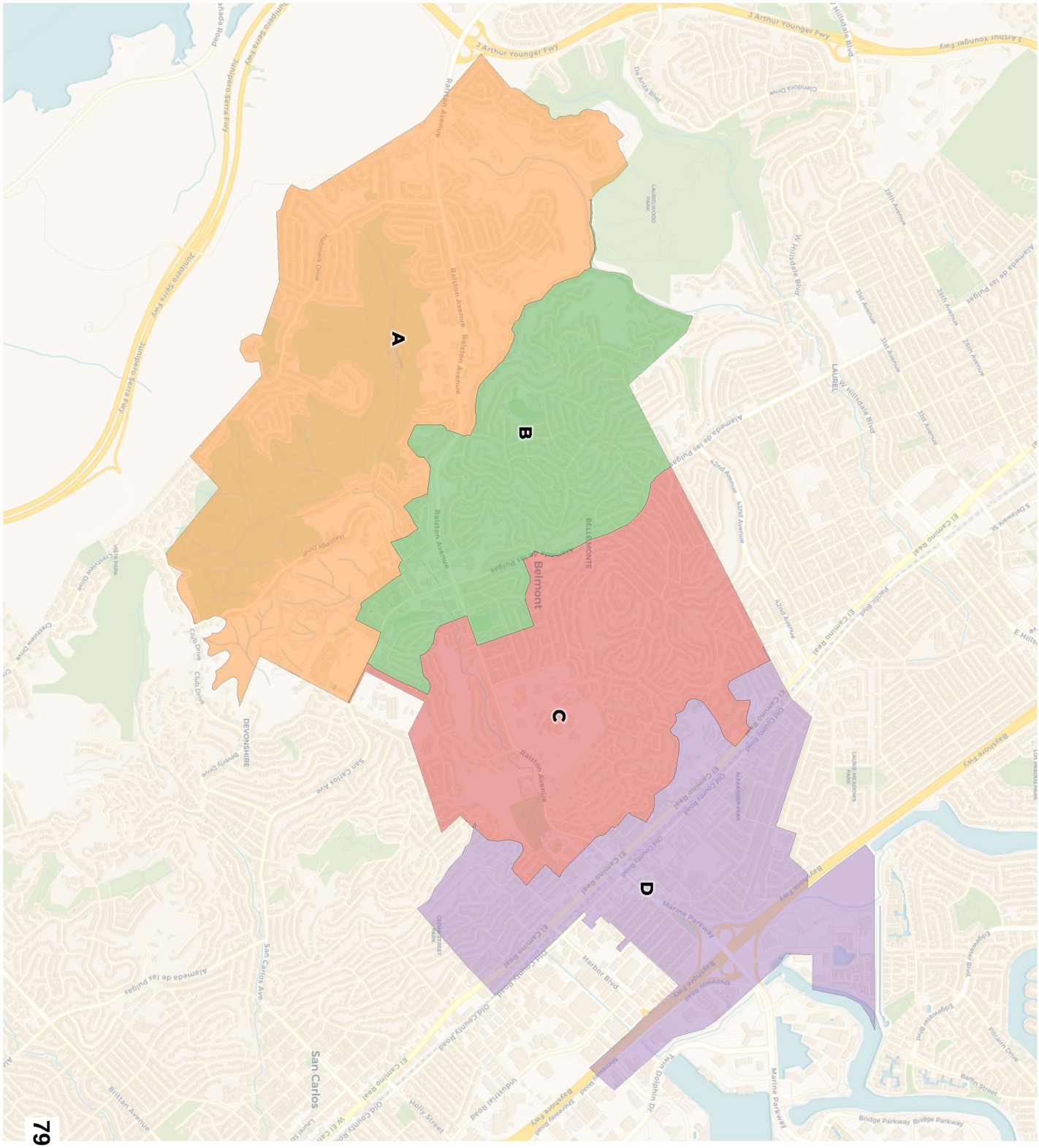


REDISTRICTING PARTNERS

REDISTRICTING PARTNERS

City of Belmont

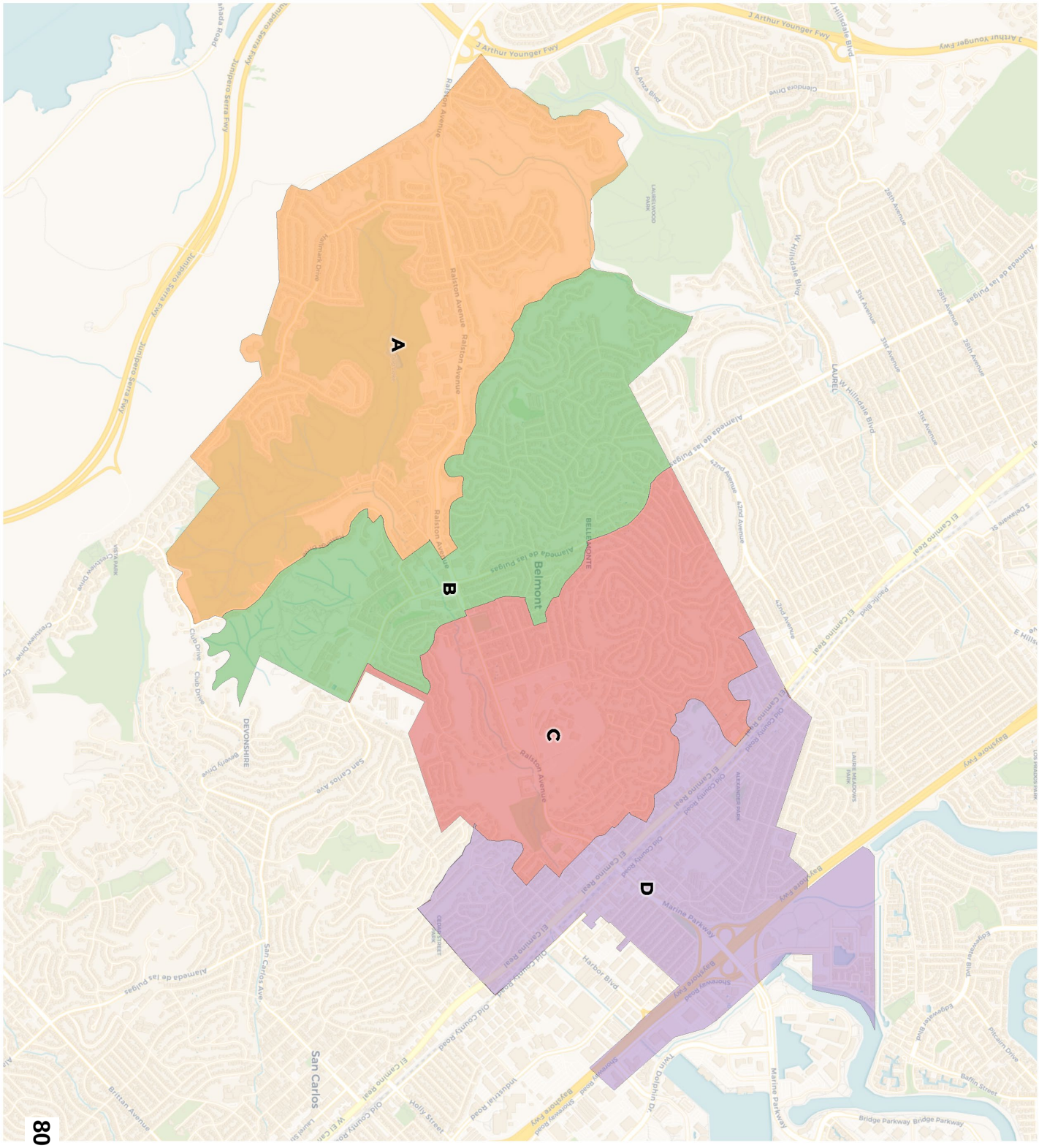
Draft Plan D from ID 113719



REDISTRICTING PARTNERS

City of Belmont

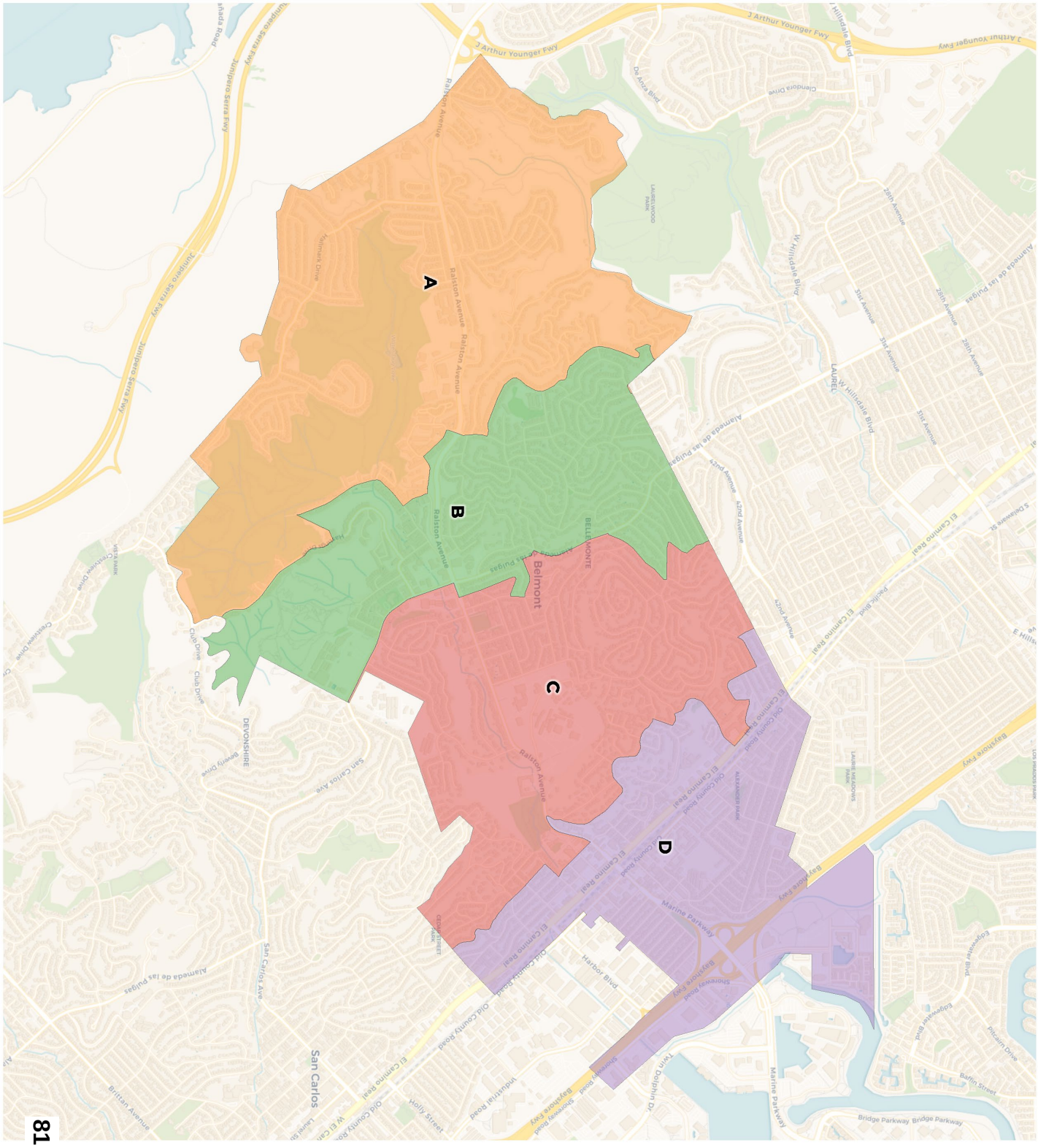
Draft Plan G from 113992



REDISTRICTING PARTNERS

City of Belmont

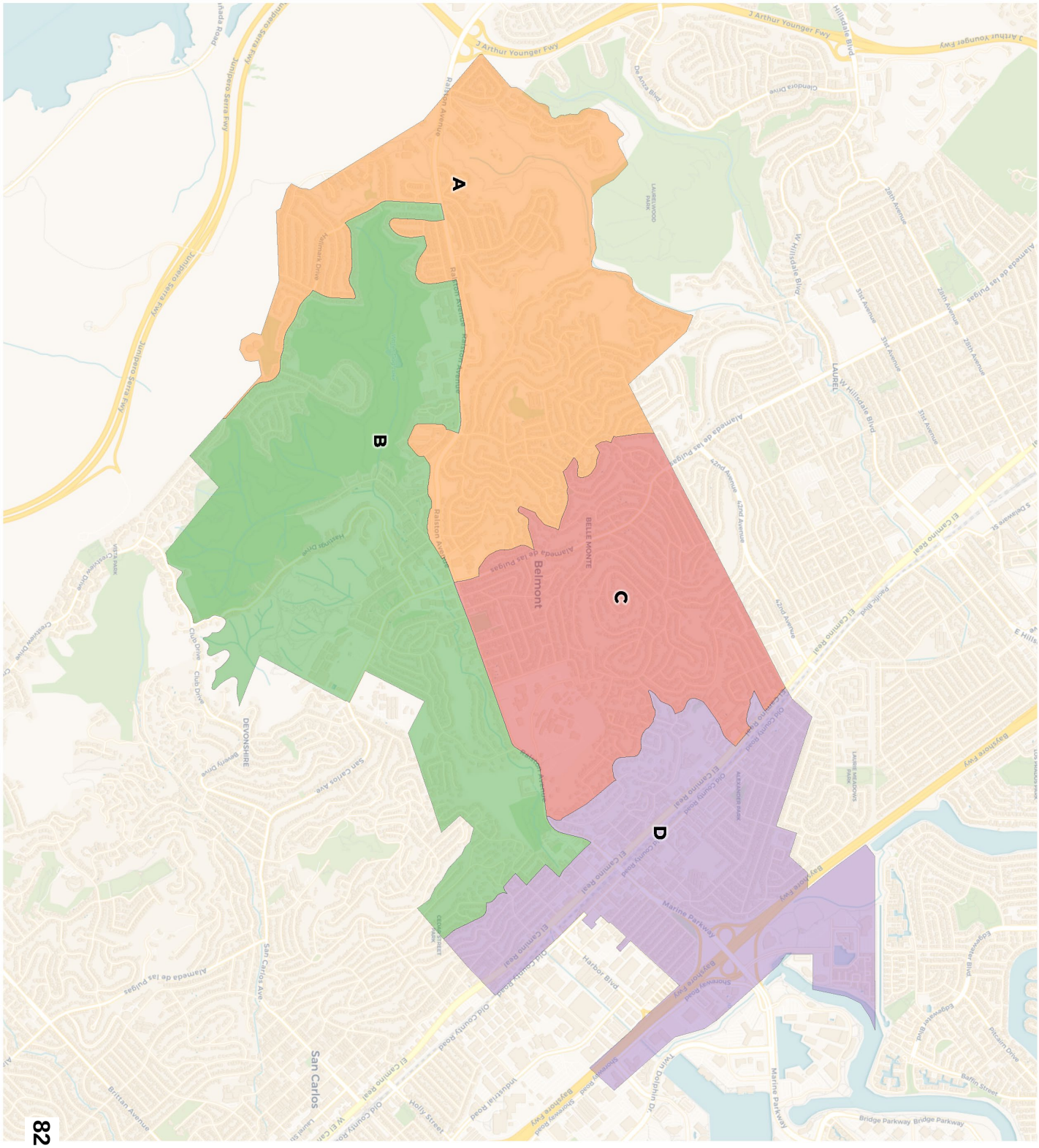
Draft Plan I from 114575



REDISTRICTING PARTNERS

City of Belmont

Draft Plan H from ID 114486



REDISTRICTING PARTNERS

DistrictR Demonstration

Drawing a District Map or Your Community of Interest

The City of Belmont is using DistrictR as a public mapping tool to allow residents to draw District Maps and Communities of Interest Maps



https://districtr.org/tag/belmont

REDISTRICTING PARTNERS

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.

REDISTRICTING PARTNERS

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.

REDISTRICTING PARTNERS

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.***

STAFF REPORT

Meeting Date:	March 22, 2022
Agency:	City of Belmont
Staff Contact:	Diane Lynn, Public Works Department, dlynn@belmont.gov, 650-595-7467
Agenda Title:	2nd Reading-Disposable Food Service Ware Ordinance Amendment
Agenda Action:	Ordinance

Recommendation

1. Conduct a Public Hearing;
2. Adopt an ordinance adopting by reference San Mateo County Ordinance Code (SMCOC) Chapter 4.107 with city amendments regulating the use of disposable food service ware by food facilities.

Strategic Focus Area

Quality of Life

Background

On February 25, 2020, the County Board of Supervisors adopted its Disposable Food Service Ware Ordinance, codified as San Mateo County Ordinance Code (SMCOC) Chapter 4.107, regulating the use of disposable food service ware by food facilities. This county-wide model ordinance was available for cities to adopt and created uniformity and consistency via county-wide implementation. On November 24, 2020, the Belmont City Council unanimously adopted SMCOC Chapter 4.107 by reference with city amendments.

On February 23, 2021, the San Mateo County Board amended SMCOC Chapter 4.107 to extend the enforcement start date of March 25, 2021 to March 25, 2022 to give food facilities additional time to comply after recognizing the hardship caused by COVID-19 on restaurants and other food facilities.

On October 5, 2021, Governor Newsom signed into law AB 1200, which prohibits the sale or distribution of single-use foodware comprised of paper or other plant-based natural fiber that contains intentionally added PFAS. AB 1200 goes into effect on January 1, 2023, and does not direct a specific entity to be the enforcement agency.

On February 8, 2022, San Mateo County Board of Supervisors repealed and replaced SMCOC Chapter 4.107 to align with the new State requirements on foodware in AB 1276 and AB 1200.

On February 22, 2022, the Ordinance Amendment was introduced to the Belmont City Council.

Analysis

The new SMCOC Chapter 4.107 incorporates provisions to reflect changes in state law to bring previous requirements into alignment with the new state requirements.

Alignment changes for AB 1276

1. Previous Chapter 4.107 requirement: *All* food facilities may offer single-use foodware accessories to consumers.
   New State requirement: Food facilities can offer single-use foodware accessories only at drive-throughs and public airports.
   New Chapter 4.107: Only food facility drive-throughs and food facilities at public airports can offer accessories to consumers.

2. Previous Chapter 4.107requirement: Food facilities may distribute foodware accessories using dispensers and have them available at self-serve areas, including in open bins/containers for consumers to grab-and-go.
   New State requirement**:** Open bins/containers are not allowed for distribution of accessories. Consumers must request them from the employee and/or food facilities may have them available at refillable dispensers that dispense accessories one item at a time.
   New Chapter 4.107: Food facilities cannot have available accessories in open bins/containers at self-serve areas for consumers to grab-and-go, and dispensers can only dispense accessories one item at a time.

3. Previous Chapter 4.107 requirement: Food facilities are not prohibited from using self-serve, refillable bulk condiment dispensers.
   New State AB 1276 requirement: Food facilities are explicitly allowed to use self-serve, refillable bulk condiment dispensers to distribute condiments.
   New Chapter 4.107: Explicitly allow for use of refillable bulk condiment dispensers.

Enforcement Start Date

San Mateo County extended the current enforcement start date of the Ordinance from March 25, 2022 to October 1, 2022 to provide additional time for food facilities to come into compliance with the new state requirements.

Alignment changes for AB 1200 include: The PFAS requirements for all single-use fiber-based foodware will go into effect on January 1, 2023 and supersede those previously in Chapter 4.107. The County will look to the State to assume responsibility for implementing and enforcing the new requirements pertaining to AB 1200 starting on January 1, 2023.

Adoption by reference of the new Chapter 4.107 will makes the County updates to Chapter 4.107 effective in Belmont.

Alternatives

1. Direct any questions to staff for additional research and response.

Attachments

A. Disposable Food Service Ware Ordinance Amendment

Fiscal Impact

☒ No Fiscal Impact
☐ Funding Source Confirmed:

Source:	Purpose:	Public Outreach:
Staff		Posting of Agenda

*Public Hearing Notice posted two weeks prior to City Council Meeting

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BELMONT, CALIFORNIA ADOPTING BY REFERENCE SAN MATEO COUNTY ORDINANCE CODE CHAPTER 4.107 ENTITLED "REGULATING THE USE OF DISPOSABLE FOOD SERVICE WARE" AS ENACTED BY SECTION 2 OF COUNTY OF SAN MATEO ORDINANCE NO. 4860

The City Council of the City of Belmont does ordain as follows:

SECTION 1. LEGISLATIVE FINDINGS

(a) After the first reading of this ordinance, the City Council scheduled a public hearing.

(b) Notice of the public hearing stating the time and place of the hearing, stating that copies of San Mateo County Ordinance Code Chapter 4.107 are on file with the City Clerk and open to public inspection, and providing a description of this ordinance and its subject matter was published one a week for two weeks in a newspaper of general circulation before the public hearing as required by Government Code Section 6066.

(c) The description provided in the published public notice was sufficient to give notice to interested parties of the purpose of the ordinance and its subject matter.

(d) The ordinance description adequately summarized the ordinance for purposes of Government Code Section 36933(c)(1).

(e) Since before the publication of the public hearing notice, and for a period of at least 15 days before the public hearing, the City Clerk has continuously maintained at least one certified copy of San Mateo County Ordinance Code Chapter 4.107 on file in the City Clerk's Office for public inspection.

(f) The City has complied with the requirements of Government Code Section 50022.2 through 50022.9 for adopting a County code by reference.

SECTION 2. BCC § 31-11 AMENDED

Belmont City Code Chapter 31, Article II, section 31-11 is amended to read:

(a) San Mateo County Ordinance Code Title 4, Chapter 4.107, entitled "Regulating the Use of Disposable Food Service Ware," as enacted by County of San Mateo Ordinance No. 4860, Section 2, is hereby adopted by reference under Government Code Section 50022.9, except as provided in subsection (d). Amendments to Chapter 4.107 as may be adopted by the Board of Supervisors will not be effective unless subsequently adopted by the city council in accordance with Government Code Section 50022.7.

(b) The City Clerk is directed to maintain at least one copy of Chapter 4.107 on file in the City Clerk's office for public inspection.

(c) The regulations set forth in San Mateo County Ordinance Code Chapter 4.107 as adopted by subsection (a) will be operative and enforced in the City of Belmont beginning October 1, 2022.

(d) The following sections in San Mateo County Ordinance Code Title 4, Chapter 4.107 are not adopted: 4.107.080(b), 4.107.080(c).

SECTION 3. SEVERABILITY.

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held by a court of competent jurisdiction to be invalid, such a decision shall not affect the validity of the remaining portions of this Ordinance. The City Council of the City of Belmont hereby declares that it would have passed this Ordinance and each section or subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid.

SECTION 4. EFFECTIVE AND OPERATIVE DATES.

This Ordinance takes effect 30 days after its adoption and is operative beginning on October 1, 2022.

* * *

The City Council of the City of Belmont, California introduced the foregoing ordinance, on February 22, 2022 and adopted the ordinance at a regular meeting held on March 22, 2022 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ATTEST:

_____
City Clerk

_____
Mayor

APPROVED AS TO FORM:

_____
City Attorney

STAFF REPORT

Meeting Date:	March 22, 2022
Agency:	City of Belmont
Staff Contact:	Brigitte Shearer, Parks & Recreation Director, (650) 595-7488, bshearer@belmont.gov
Agenda Title:	Parks, Recreation, and Open Space Master Plan Update
Agenda Action:	For Information Only

Recommendation
Receive presentation.

Strategic Focus Area
Quality of Life

Background
As directed by the City's 2035 General Plan, the Parks & Recreation Department's Parks, Recreation, and Open Space (PROS) Master Plan project continues. To date, the following has been completed or is underway.

- Site inventory
- Community survey
- Stakeholder discussions
- Open Space Management Plan
- Benchmarking and preliminary gap analysis for park sites and amenities
- Discussion of outdoor recreation programming
- Inviting feedback on draft park improvements

The PROS Master Plan Advisory Committee, established to provide staff with feedback on project milestones, has held three meetings to review and provide comment on project milestones: March 4, 2021 to review the draft community survey, May 13, 2021 to review survey results and identify focus/stakeholder groups, and September 30, 2021 to review draft recommendations for park improvements. In addition, the Parks & Recreation Commission discussed the parks and park amenities component of the Master Plan during its July 21, 2021 meeting and outdoor recreation programming at its September 1, 2021 meeting. Gates + Associates presented the draft park improvement recommendations at the November 3, 2021 Parks & Recreation Commission meeting and at the November 23, 2021 City Council meeting. Staff also presented the draft park recommendations at the November 18, 2021 Youth Advisory Committee (YAC) meeting. At each Parks & Recreation Commission meeting in the first quarter of 2022 (January 12, February 2, and March 2), selected draft park improvements were presented and the public was encouraged to provide feedback on the Master Plan website, www.BelmontPROSplan.com.

Guiding Principles
The Master Plan's Guiding Principles remain as follows.

- Provide ***equitable access*** to resources and activities across the entire city
- Promote ***inclusion*** to people of all backgrounds, regardless of race, gender, sexual orientation, socioeconomic position, or physical/cognitive ability
- Make all users feel ***welcome and safe***
- Offer services and activities across a ***range of interests, abilities, and ages***
- Reflect our commitment to ***environmental resilience and sustainability***
- Respect the beauty and importance of our ***natural resources***
- Advance community ***health and well-being***
- Foster a sense of community and encourage ***social interaction***
- Provide ***well-maintained*** and actively managed facilities
- ***Adapt*** to changing conditions and needs
- Utilize ***transparent community process*** to inform decisions

Analysis
Following discussions with the Parks & Recreation Commission, Gates + Associates has further refined and organized the Master Plan's aspirational goals as follows.

THE CITY AS YOUR BACKYARD	OUTDOOR RECREATION FOR ALL	CELEBRATE OPEN SPACE	PRIORITIZE ENVIRONMENTAL + FINANCIAL SUSTAINABILITY
(1) Support a connected Belmont by encouraging a robust pedestrian, bicycle, and public transit network unifying PROS sites across the City.	(4) Leverage assets of the PROS system to support community health providing diverse, equitable, and inclusive spaces and amenities with accessible routes.	(7) Develop and implement an Open Space Management Plan.	(10) Nurture the ecological strength of the City's natural resources through resource-efficient landscapes and operations.
(2) Foster a healthy community through spaces, amenities, programs, and public art to encourage physical activity, social interaction, and highlight Belmont's culture.	(5) Revitalize the PROS system to be adaptable, flexible, and supportive of many uses and users now and into the future.	(8) Expand educational opportunities in parks and open spaces to highlight local ecosystems.	(11) Provide high-quality, actively-managed, well-maintained PROS assets supported by a range of funding sources.

THE CITY AS YOUR BACKYARD	OUTDOOR RECREATION FOR ALL	CELEBRATE OPEN SPACE	PRIORITIZE ENVIRONMENTAL + FINANCIAL SUSTAINABILITY
(3) Expand and enhance the existing PROS system to meet evolving community needs by establishing new uses, improved spaces, and recreation amenities.	(6) Partner with a variety of agencies, departments, volunteer groups, other entities, and the community to actualize PROS Plan goals and policies.	(9) Continue to enrich Belmont's outdoor recreation opportunities with trail improvements, volunteer collaborations, and wayfinding features.	(12) Prioritize sustainable, resilient, and responsible management and maintenance practices, improvements, and projects at PROS sites.

Park Typologies (Definitions)

The City's park system is designed to ensure that everyone can walk or bike to a nearby green space. The system also distributes different amenities to different parks throughout the City to create a variety of park experiences for the community to visit on foot or by bicycle, public transit, or car. Gates + Associates has reviewed and updated the City's park definitions along with pedestrian and bike access radii to identify areas of Belmont where such access is deficient. The following updated park definitions no longer include size ranges (acres), as these had not been consistently applied in previous plans.

- **Neighborhood Park Tier 1 (aka Mini Park)**: Very small parks with very limited amenities and no parking. The Master Plan proposes a ¼-mile pedestrian/bike access radius.
    - Baseline Amenities include:
        - Natural environment
        - Seating
        - Identifiable Amenity (e.g., play structure)
- **Neighborhood Park Tier 2 (aka Neighborhood Park)**: Larger parks with limited parking and more opportunities for recreation and gathering. The Master Plan proposes a ½-mile pedestrian/bike access radius but does include at least some parking.
    - Baseline Amenities include:
        - Natural environment
        - Seating
        - Play Amenity
        - Picnic opportunity
        - Multi-purpose flex space
        - Recreation amenity (e.g., sports court)
- **Community Park (aka Community Park or Special Facility)**: These facilities are located along the Ralston corridor and therefore have a larger pedestrian/bike (and public transit) access radius. These sites also include significant dedicated parking and therefore serve the entire city to accommodate a greater proportion of visitors arriving by car.
    - Baseline Amenities include:
        - Natural environment
        - Seating

- Identifiable Amenity (e.g., play structure)
- Picnic opportunity
- Multi-purpose flex space
- Recreation amenity (e.g., sports court)
- Off street parking
- Permanent restroom
- Multi-use athletic field or community facility

Specific Park Recommendation Review

The Master Plan will also include recommendations for improvements at each individual park, as currently presented in the draft park recommendation document available at www.belmontPROSplan.com. These recommendations are not design documents, but rather a conceptual sketch of what each site should include when park improvement resources are available. At the time improvements are made to a park, community engagement will be an important component to finalizing design, including layout and equipment style. To date, the Advisory Committee, Parks & Recreation Commission, City Council, and community have reviewed these recommendations. For the two currently undeveloped parks, Hidden Canyon Park and Ralston Ranch Park, virtual focus groups were conducted to discuss the proposed improvements in greater detail. Most recently, each park's recommendations were reviewed by the Parks & Recreation Commission over a period of three meetings this year, as show below.

SMALL CHANGES PROPOSED	JAN	FEB	MAR
College View	X		
Davey Glen	X		
Patricia Wharton	X		
Semeria	X		
Wakefield	X		
NEW AMENITIES PROPOSED	**JAN**	**FEB**	**MAR**
Alexander	X		
Belameda	X		
Sports Complex		X	
McDougal			X
O'Donnell			X
BIG CHANGES PROPOSED	**JAN**	**FEB**	**MAR**
Cipriani		X	
Hastings Tot Lot		X	
Hallmark			X
NEW SPACES PROPOSED	**JAN**	**FEB**	**MAR**
Alameda		X	
Oak Knoll		X	
Hidden Canyon		(postponed)	X
Ralston Ranch		X	X (revised)
Downtown			X
EXISTING PLAN/DESIGN	**JAN**	**FEB**	**MAR**
Barrett Community Center			X
Twin Pines Park			X

Updated draft recommendations, reflecting feedback received to date are included as an attachment to this report. In addition, feedback received by the Parks & Recreation Commission and through the Master Plan project website, either as general project comments or as park specific comments are posted at www.BelmontPROSplan.com.

Open Space Management Plan
As a result of the high-volume feedback the Master Plan has received on open space topics, a separate Open Space Management Plan was deemed necessary and environmental consultants WRA, Inc. were engaged to assist in this effort. The consultant will conduct document review; trail, habitat, and vegetation assessments; and community engagement to develop management alternatives. This effort is currently underway, and an update will be provided to the PROS Master Plan Advisory Committee at its final meeting on April 5, 2022.

Next Steps
The Parks & Recreation Commission will continue to receive project updates at each Commission meeting. The open space consultant will report to the Commission twice and Gates + Associates will present to Commission and Council on July 12, 2022 and July 26, 2022 respectively. The final Master Plan is expected to be presented to Council at the July presentation.

Alternatives
1. None

Attachments
A. Presentation
B. Draft Park Improvements

Fiscal Impact
☒ No Fiscal Impact
☐ Funding Source Confirmed:

Source:	**Purpose:**	**Public Outreach:**
Staff	Council Vision/Priority	Posting of Agenda

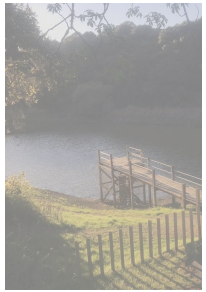
PARKS, RECREATION AND OPEN SPACE MASTER PLAN

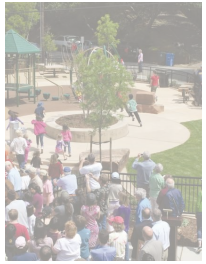
City Council

March 22, 2022

***PROS Plan purpose**:*
*Set the **framework for decision makers** in the planning, maintenance, development, and/or rehabilitation of Belmont's Parks and open space system for a **15 year horizon**.*

AGENDA







Purpose *To update City Council on PROS Plan progress and the Open Space Management Plan*

Efforts to Date

Big Ideas + Goals

An Engaged Community

Park Recommendations + Prioritization

Open Space Management Plan

Schedule + Next Steps

BelmontPROSplan.com

Info@belmontprosplan.com



EFFORTS TO DATE

- Existing Conditions Assessments
- Community Engagement
- Benchmarking + Trends
- Park Typologies
- Park-specific Recommendations
  - Park-specific Focus Groups: Hidden Canyon 10/18, Ralston Ranch 10/20
  - In-depth review at January, February, and March 2022 Parks & Recreation Commission
- **Goals and Strategies**
- **Open Space Management Plan**
- **Recommendation Prioritization Criteria**
- **Continuing Community Engagement**

BIG IDEAS + GOALS



The City as Your Backyard



Outdoor Recreation for All



Celebrate the Outdoors



Prioritize Environmental + Financial Sustainability

12 Goals

BIG IDEAS + GOALS

The City as Your Backyard







Goal 1. Support a **connected Belmont** by encouraging a **robust pedestrian, bicycle, and public transit network** unifying PROS sites across the City.

Goal 2. Foster a **healthy community** through spaces, amenities, programs, and public art to encourage **physical activity**, **social interaction**, and highlight Belmont's **culture and history**.

Goal 3. Expand and enhance the existing PROS system to **meet evolving community needs** by establishing **new uses**, **improved spaces**, and recreation amenities that **highlight the natural environment**.

BIG IDEAS + GOALS



Outdoor Recreation for All





Goal 4. Leverage assets of the PROS system to **support community health** providing **diverse**, **equitable**, and **inclusive** spaces and amenities with **accessible routes**.

Goal 5. Revitalize the PROS system to be **adaptable**, **flexible**, and supportive of **many uses and users** now and into the future.

Goal 6. **Partner** with a variety of agencies, departments, volunteer groups, other entities, and the community to **actualize PROS Plan goals** and policies.

BIG IDEAS + GOALS





Celebrate the Outdoors



Goal 7. Develop and implement an **Open Space Management Plan**.

Goal 8. **Expand educational opportunities** in parks and open spaces to highlight the local ecosystems.

Goal 9. Continue to **enrich Belmont's outdoor recreation opportunities** with trail improvements, volunteer collaborations, and wayfinding features.

BIG IDEAS + GOALS







Prioritize Environmental + Financial Sustainability

Goal 10. Nurture the **ecological strength** of the City's natural resources through **resource-efficient landscapes** and operations.

Goal 11. Provide **high-quality**, **actively-managed**, and **well-maintained** PROS assets supported by a range of funding sources.

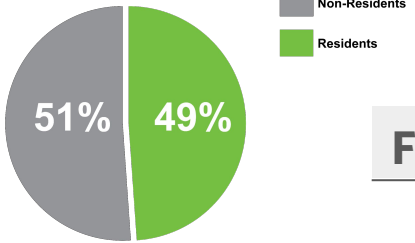
Goal 12. Prioritize **sustainable**, **resilient**, and **responsible management and maintenance** practices, improvements, and projects at PROS sites.

AN ENGAGED COMMUNITY

Community Survey

2800+ Responses





Emails + Comments

Over **730** (2020 to February 2022)

Emails to Info@BelmontPROSplan.com and/or P&R Commission, and Comments via project website

Focus Groups

11 in 2021

PROS Advisory Committee

3 meetings in 2021

* Next Meeting: April 5th *(Open Space)*

Parks and Recreation Commission

*Updates at **every** P&R Commission meeting*

*Recommendations reviewed in depth at **Jan/Feb/March 2022***

City Council presentations

3 in 2021 + 2022

Pop-up participation at City events

Concerts in the Park, Movie Night in the Park, etc.

* April 16th *Egg Hunt*

* April 24th *Celebrate the Music*

PARK TYPOLOGIES

	TIER 1 NEIGHBORHOOD PARK	TIER 2 NEIGHBORHOOD PARK	COMMUNITY PARK
Character	Nature and Neighborhood Social Space	Nature. Group Gathering, and Play	Nature, Community Gathering, Recreation and Play
Uses + Users	Passive Individuals to Small groups	Passive + Active Individuals to Medium groups	Passive + Active Individual to Large groups
	INCREASING PARK SIZE, AMENITY DENSITY, AND USE INTENSITY		
Standard Baseline Amenities	1. Natural Environment 2. Seating 3. Identifiable Amenity	1. Natural Environment 2. Seating 3. Play Amenity 4. Picnic Opportunity 5. Multi-Purpose Flexible Space 6. Recreation Amenity	1. Natural Environment 2. Seating 3. Play Amenity 4. Picnic Opportunity 5. Multi-Purpose Flexible Space 6. Recreation Amenity 7. Off-Street Parking 8. Permanent Restroom 9. Multi-Use Athletic Field or Community Facility
Size	No Size Requirements Typically less than 1 acre	No Size Requirements Over 2 acres should provide off-street parking	No Size Requirements
Transport Modes	Walking Biking	Walking Biking Some Driving	Walking Biking Driving
Access Radii	¼ mile	½ mile	Entire city
Previous Planning	Mini Park	Neighborhood Park	Community Park Special Facility


Neighborhood Tier 1: Wakefield Park


Neighborhood Tier 2: Davey Glen Park


Community: Twin Pines Park

CITY-WIDE **PARK ACCESS**



- **Interconnected Park System**
  - Amenities distributed across the system
- **Prioritize pedestrian and bicycle access to green spaces**
  - Identify areas with low access
  - Promote ped and bike infrastructure to reduce areas with low access
  - Investigate new park opportunity sites in areas with low access

DRAFT **RECOMMENDATIONS:** ALEXANDER

UPGRADED/NEW AMENITY



Community Feedback: Positive support for recommendations













5. BBQs : **8**. Trees: Plantings : Planting : Shade

DRAFT **RECOMMENDATIONS:** HIDDEN CANYON

UNDEVELOPED PARK



Community Feedback: Nature-oriented, phase improvements









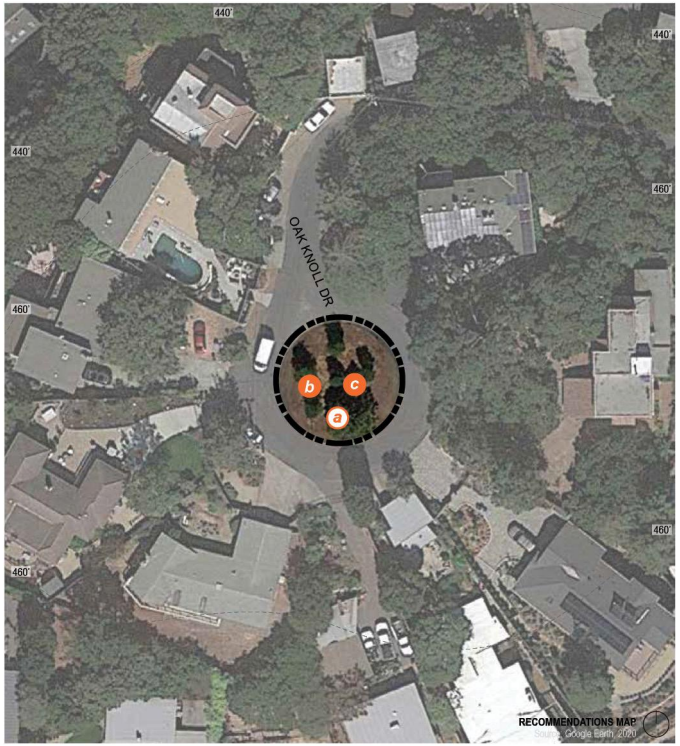




1. ADA Parking : **2.** Parking : Accessible : Seating : Planting : Shade

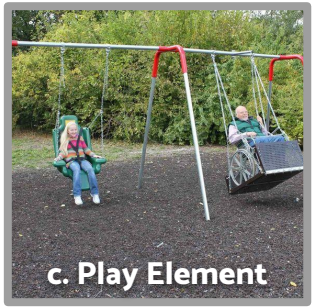
DRAFT **OPPORTUNITY:** OAK KNOLL

NEW PARK OPPORTUNITY



Community Feedback: Strong neighborhood support for new park







Accessible : Planting

PUBLIC RESPONSE: RECOMMENDATIONS

PUBLIC COMMENTS FROM OCTOBER 2021 to MARCH 2022

- Support for **Pump Track (Bike Park)** at Belmont Sports Complex
- Strong support by neighbors for **park creation at summit of Oak Knoll Drive**
- Water-conscious **native plants and trees** in parks
- Positive response to proposed park at **Alameda de las Pulgas** (Opportunity Site)
- Seating, Nature Play, and Restroom for Hidden Canyon Park
- Request for more **Youth- and Teen-oriented spaces**
- Splash park (water play) at O'Donnell not encouraged, game tables preferred
- Support for **Bocce ball** (multiple locations)
- Request for **dog-oriented amenities**, but opposition to proposed sites
- Maintain **natural environs** in undeveloped parks
- Phased improvements at undeveloped sites (Hidden Canyon Park and Ralston Ranch Park)
- Increase signage and **art to celebrate** parks
- Support for redevelopment of Community Center at Barrett
- Support for **active transportation** (bike/walk) as a priority
- **Some opposition** to new uses/amenities in existing parks

PRIORITIZATION CRITERIA

To sort recommendations into short, medium or long term projects

Community Support	(High, Low, N/A)
Existing Condition	(Unsafe, Poor, Fair, N/A or New)
Project Complexity	(High, Low)
Estimated Cost	(High, Low)
Further a Goal	(point per goal)
Funding Opportunities	(Grant Potential, General Fund, Partner)
Users Serves	(Youth, Teen, Adult, Senior)
To Meet Underserved	(Need, Area, Demographic)
Reduce Operation and Maintenance	(High, Low)
Sustainability Improvements	(High, Low)

OPEN SPACE MANAGEMENT PLAN

Status Update and Next Steps





OPEN SPACE MANAGEMENT PLAN

Plan process includes 8 tasks:

1. Project startup and orientation
2. Review of existing information
3. Develop goals and policies
4. Describe existing environmental conditions
5. Describe current and potential future recreational activities
6. Develop Management Alternatives and recommendations
7. Prepare Open Space Management Plan
8. Meetings for public input and Plan adoption



OPEN SPACE MANAGEMENT PLAN

Ongoing task status:

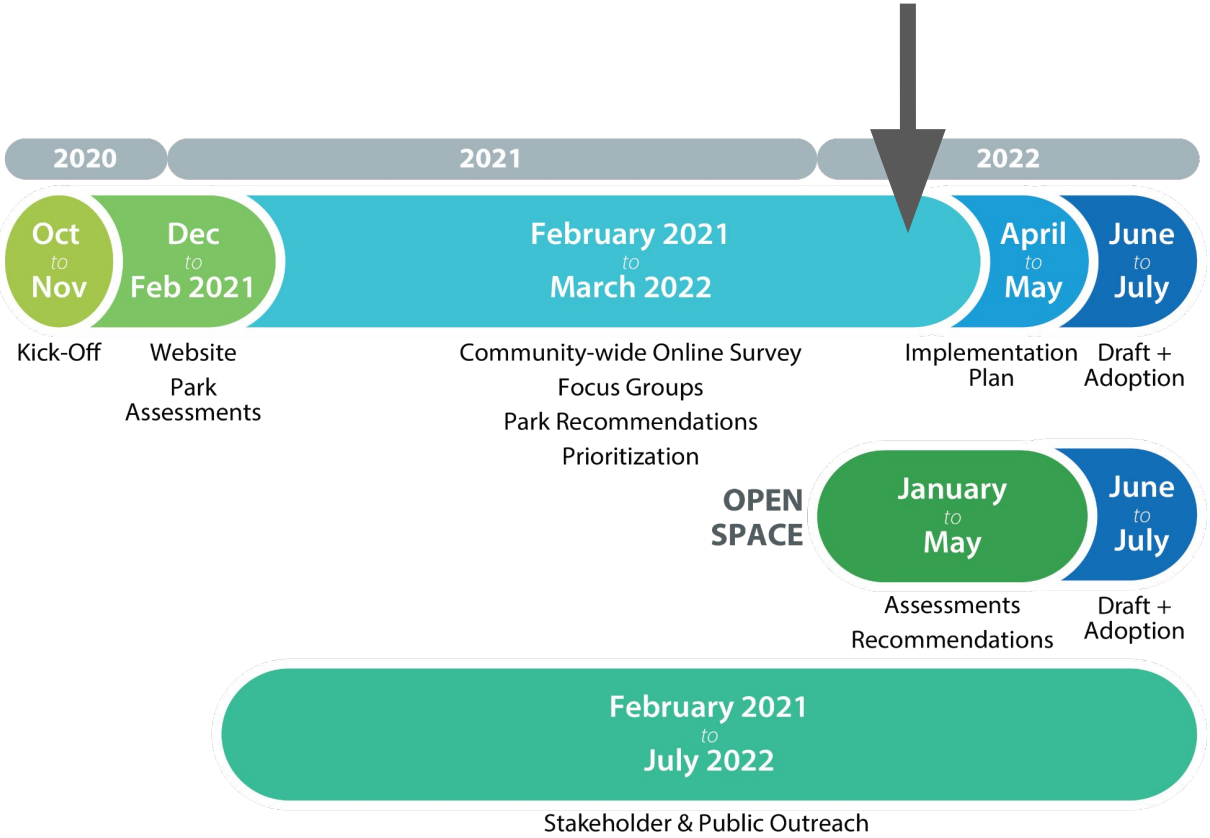
1. Task 3: Goals and Policies
2. Task 4: Describe existing environmental conditions
3. Task 5: Describe current and potential recreational activities



Next Steps:

1. Draft report on environmental conditions, March 2022
2. Draft Two Management Alternatives, April 2022
3. Draft Open Space Management Plan, April 2022
4. City Council adoption of Open Space Management Plan, July 2022

SCHEDULE



- **Continuing Community Input Opportunities**
  - April 16: *Egg Hunt*
  - April 24: *Celebrate the Music*
  - Email to info@belmontprosplan.com
  - Parks & Recreation Commission
- **PROS Plan: Open Space Assessment**
  - April 5: PROS Advisory Committee meeting
- **PROS Plan: Implementation**
  - Prioritization
  - Action Plan

THANK YOU!

RECOMMENDATIONS SPECTRUM

INCREASING MAGNITUDE OF RECOMMENDATIONS

Magnitude	EXISTING MASTER PLAN	MINOR IMPROVEMENT	UPGRADED OR NEW AMENITY	PARK REDESIGN	UNDEVELOPED PARKS	NEW PARK OPPORTUNITY
Existing Condition	Master Plans recently adopted Created with extensive community input	Parks recently developed or in Very Good condition	Current park functioning well	Rethink accessibility and park layout No change-in-use	Existing park is undeveloped	Add Parkland To fill gaps in park access City-owned property
Recommendation	Implement Existing Master Plan	Minor improvements identified to maintain high-quality	Upgrade existing amenity or new amenity to meet identified needs or gaps	Undertake Park Master Plan	Develop and amenitize site	Create, develop, and amenitize site

PARK OPPORTUNITY SITES



Neighborhood Tier 1
Neighborhood Tier 2

DRAFT

HOW WE GET THERE

PARK SPECIFIC RECOMMENDATIONS



PARKS | RECREATION | OPEN SPACE MASTER PLAN

BELMONT, CALIFORNIA

Thank you for your participation and feedback for the Belmont PROS Plan.

Provide your feedback on revised park-specific DRAFT recommendations for the Belmont PROS Plan. Comments are always accepted via email to **Info@BelmontPROSplan.com**.

The DRAFT Recommendations were introduced at the PROS Advisory Committee virtual meeting on September 30, 2021 and revised per public input in early 2022. The recorded September meeting is available on the project website.

INTRODUCTION



PARKS | RECREATION | OPEN SPACE MASTER PLAN

BELMONT, CALIFORNIA

PROS PLAN PURPOSE

Set the framework for decision makers in the planning, maintenance, development, and or rehabilitation of Belmont's Parks, Recreation, and Open Space system and programming for a 15 year horizon.

This DRAFT Recommendations document includes:

- **Introduction:** Overview of PROS Plan Purpose, Goals + Guiding Principles, and Park Sites.
- **Efforts to Date:** Progress summary and community engagement efforts to date.
- **Amenities:** Amenity comparisons to neighboring communities and identified quantity of amenities to add to the park system to meet current and future demand.
- **Park Typologies:** Park categorization and standard baseline amenities.
- **Recommendations:** Individual DRAFT Recommendations for all parks.

HOW TO PROVIDE FEEDBACK

Public input and comment can always be sent to **Info@BelmontPROSplan.com**.

GOALS + GUIDING PRINCIPLES

- Provide ***equitable access*** to resources and activities across the entire city
- Promote ***inclusion*** to people of all backgrounds, regardless of race, gender, sexual orientation, socioeconomic position, or physical/cognitive ability
- Make all users feel ***welcome and safe***
- Offer services and activities across a ***range of interests, abilities, and ages***
- Reflect our commitment to ***environmental resilience and sustainability***
- Respect the beauty and importance of our ***natural resources***
- Advance ***community health and well-being***
- Foster a sense of community and encourage ***social interaction***
- Provide ***well maintained*** and actively managed facilities
- ***Adapt*** to changing conditions and needs
- Utilize ***transparent community process*** to inform decisions

BELMONT PARKS AND OPEN SPACE



PARKS

1. Alexander Park
2. Barrett Community Center
3. Belameda Park
4. Belmont Sports Complex
6. Cipriani Park
7. College View Park
8. Davey Glen Park
10. Hallmark Park
11. Hasting Tot Lot Park
12. Hidden Canyon Park
13. McDougal Park
15. O'Donnell Park
16. Patricia Wharton Park
18. Ralston Ranch Park
20. Semeria Park
21. Twin Pines Park
22. Wakefield Park

JOINT-USE SCHOOLS

5. Central Elementary School
9. Fox Elementary School
14. Nesbit School
17. Ralston Middle School

OPEN SPACE

Open Space not included in these park-specific recommendations

19. San Juan Canyon
23. Waterdog Lake

AMENITIES

To understand how the Parks, Recreation, and Open Space system is serving Belmont residents, all amenities were inventoried. By knowing what exists, and utilizing community feedback, staff input, and comparisons to other parks and recreation systems, the PROS Plan can create recommendations for future amenity quantities and improvements in the parks, recreation, and open space system.

Amenities were categorized as either a Benchmarked Amenity, a Priority Amenity, or a Secondary Amenity. Benchmarked Amenities were selected as typical parks and recreation amenities that could be compared to comparison cities, to evaluate Belmont's level of service and identify needs and gaps. Priority Amenities are those identified as important from community input. Secondary Amenities either exist or have been identified though community input or staff input, but were not identified as important as Priority Amenities.

BENCHMARKED AMENITIES

Neighboring comparison cities were evaluated for their service levels for the Benchmarked Amenities. Burlingame, San Carlos and Saratoga were identified as cities with similar demographics to Belmont. In addition, the same amenities were compared to California and National standards.

These benchmarks help guide the DRAFT recommendations by identifying the nuanced Belmont amenity standards. Through an understanding of existing level of service, community-desired amenities, and staff input on amenity usage and requests over time, unique Belmont amenity standards were created to inform these park-specific DRAFT recommendations.

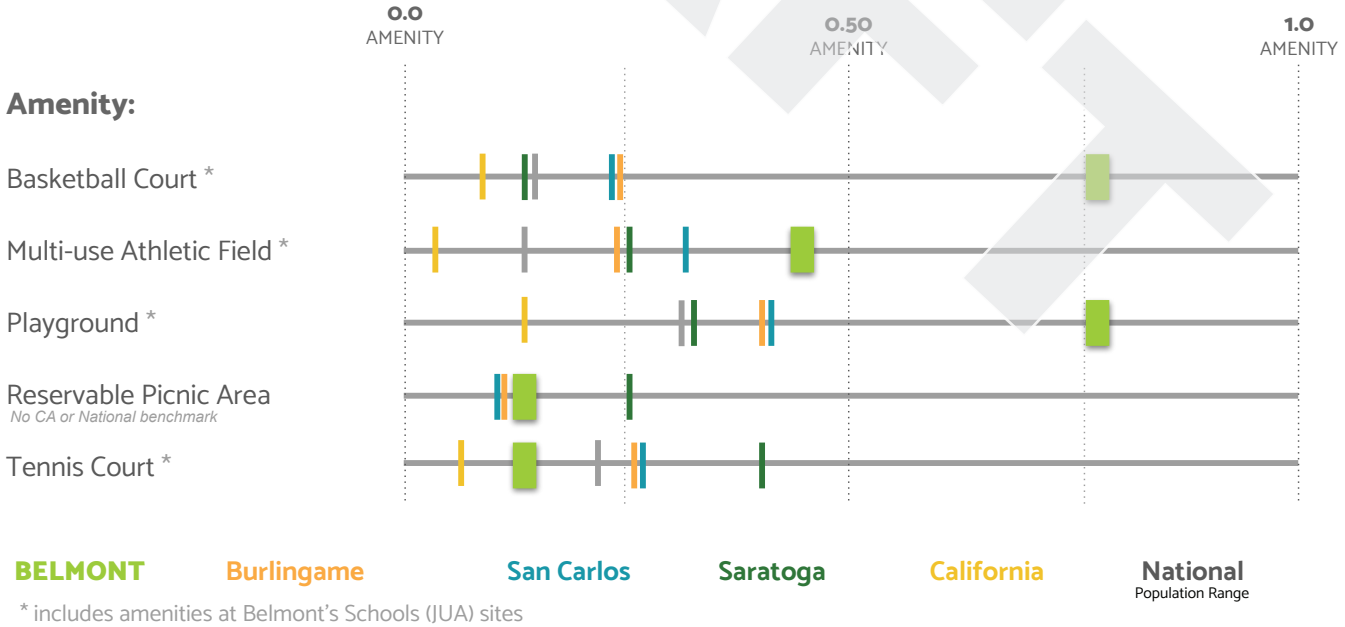
ADDITIONAL AMENITIES

All amenities identified were given a ratio of population a single amenity must serve, much like the benchmarked amenities graphic. The quantity of an amenity required to meet the needs and desires of Belmont were extrapolated for the current 2021 population and the forecasted 2035 population (from the 2035 General Plan).

The table to the right (Ideal Amenity Quantities) identifies the gaps in amenity quantities from the currently provided amenities compared to the 2021 and projected 2035 populations.

The park-specific DRAFT recommendations propose these amenities at current parks. Overall, from the public input received to date - an increase in shade, seating, and maintaining the natural environment - is desired across the entire park system, and is reflected in the park-specific DRAFT recommendations.

BENCHMARKED AMENITIES PER 1,000 RESIDENTS (2021)



* includes amenities at Belmont's Schools (JUA) sites

DRAFT

IDEAL AMENITY QUANTITIES
FOR 2021 AND 2035 POPULATIONS

BENCHMARKED AMENITY	EXISTS	2021 ADD	2035 ADD
All-Abilities Playground	0	+ 1	0
Basketball Court (Full)	13	0	+ 2
Basketball Court (Half)	6	0	+ 1
Multi-Use Athletic Field	12	+ 1	+ 2
Play Element	0	+ 3	0
Playground	20	0	+ 2
Reservable Picnic Area, Small	2	+ 2	+ 1
Reservable Picnic Area, Large	2	+ 1	0
Tennis Court	4	+ 2	+ 1
PRIORITY AMENITY			
Community Garden	2	+ 1	0
Dog Park	1	+ 1	0
Dog Parklet	0	+ 2	0
Pump Track (Bike Park)	0	+ 1	0
Skate Park	0	+ 1	0
Water Play, Pool	0	+ 1	0
Water Play, Spray Element	0	+ 1	0
Water Play, Spray Park	0	+ 1	0
SECONDARY AMENITY			
Fitness Equipment Cluster	1	+ 1	0
Handball Court / Wall Ball	5	0	+ 1
Horseshoe Pit / Bocce Ball Court	5	0	+ 1
Outdoor Classroom	0	+ 1	0
Performance Space	2	0	0
Teen Outdoor Space	1	+ 2	0
Volleyball Court	0	+ 1	0

EXISTS: The current quantity of an amenity provided at a Belmont Park and/or Joint-Use School.

2021 ADD: The quantity of an amenity to add to meet ideal service levels for Belmont's 2021 population.

2035 ADD: The quantity of an amenity to add to meet ideal service levels for the forecasted 2035 population.

PARK TYPOLOGIES

Every park in Belmont is categorized as a Park Type. Each typology has minimum standards, called Standard Baseline Amenities, that the park in the typology must provide.

NEIGHBORHOOD PARK TIER 1
- Interacting with nature or gathering
- Local neighborhood
- Mainly accessed by foot or by bike
- Pedestrian and Bicycle Access Radii: 1/4 mile radius

Standard Baseline Amenities:
1. Natural Environment
2. Seating
3. Identifiable Amenity

NEIGHBORHOOD PARK TIER 2
- Interacting with nature, gathering, and recreation
- Local and nearby neighborhoods
- Accessed by foot, bike, and car
- Pedestrian and Bicycle Access Radii: 1/2 mile radius

Standard Baseline Amenities:
1. Natural Environment
2. Seating
3. Play Amenity
4. Picnic Opportunity
5. Multi-Purpose Flexible Space
6. Recreation Amenity

COMMUNITY PARK
- Generate the most visitors
- High use intensities
- Accessed by foot, bike, or car
- Pedestrian and Bicycle Access Radii: Entire City

Community Parks have high use intensities and generate the most visitors because they provide the most recreation amenities.

Standard Baseline Amenities:
1. Natural Environment
2. Seating
3. Play Amenity
4. Picnic Opportunity
5. Multi-Purpose Flexible Space
6. Recreation Amenity
7. Off-Street Parking
8. Permanent Restroom
9. Multi-use Athletic Field or Community Facility

DRAFT

RECOMMENDATIONS

RECOMMENDATIONS SPECTRUM

The park-specific DRAFT recommendations vary in intensity for each park. The spectrum ranges from implementing an existing master plan, to park redesign or development of an undeveloped park, to minor improvements. Each park has been categorized based on the magnitude of the recommendations.

EXISTING MASTER PLAN

Two parks in Belmont have Master Plans: Twin Pines Park Master Plan (2019) and Barrett Community Center Conceptual Design Plan (2020). The site plans from each master plan are included as reference in this document. Implementing the exiting master plans has been adopted as a park recommendation.

MINOR IMPROVEMENTS

Belmont has great parks. Some parks require very few recommendations to meet their park typology's standard baseline amenities, already provide amenities identified through community input, and are well-maintained and in good condition. These sites are therefore considered parks with minor improvements.

UPGRADED OR NEW AMENITY

These parks are functioning well, but have the ability to meet more community needs with upgraded or new amenities. In some instances, the amenities are nearing the end of their usable life and identified for replacement, in which case, they have been identified for an upgraded replacement. Alternatively, amenities identified through the planning process have been allocated to these parks to meet community need.

SITE	TYPOLOGY	RECOMMENDATION MAGNITUDE
Alexander Park	Neighborhood Tier 2	Upgraded or New Amenity
Barrett Community Center	Community	Existing Master Plan
Belameda Park	Community	Upgraded or New Amenity
Belmont Sports Complex	Community	Upgraded or New Amenity
Central Elementary School	School (JUA)	School (JUA)
Cipriani Park	Neighborhood Tier 2	Park Redesign
College View Park	Neighborhood Tier 1	Minor Improvements
Davey Glen Park	Neighborhood Tier 2	Minor Improvements
Fox Elementary School	School (JUA)	School (JUA)
Hallmark Park	Neighborhood Tier 2	Park Redesign
Hasting Tot Lot Park	Neighborhood Tier 1	Park Redesign
Hidden Canyon Park	Neighborhood Tier 2	Undeveloped Park
McDougal Park	Community	Upgraded or New Amenity
Nesbit School	School (JUA)	School (JUA)
O'Donnell Park	Neighborhood Tier 2	Upgraded or New Amenity
Patricia Wharton Park	Neighborhood Tier 1	Minor Improvements
Ralston Middle School	School (JUA)	School (JUA)
Ralston Ranch Park	Neighborhood Tier 2	Undeveloped Park
Semeria Park	Neighborhood Tier 2	Minor Improvements
Twin Pines Park	Community	Existing Master Plan
Wakefield Park	Neighborhood Tier 1	Minor Improvements

DRAFT

PARK REDESIGN

Three parks are providing amenities and supporting uses, but are considered poorly accessible or underutilizing their acreage. These sites have been identified for a park redesign including creation of master plans for accessibility-related redesigns.

UNDEVELOPED PARK

Two park sites are considered undeveloped by the Parks and Recreation Department. These sites are recommended to transform into Neighborhood Parks Tier 2 from their undeveloped existing condition.

SCHOOL (JUA)

The City has joint-use agreements witht he local school districts, which allows limited public access to the field area outside of school hours while providing landscape maintenance. Since the City does not own this land, all recommendations for these sites would require consensus, agreement, and cost-sharing with BRSSD to implement.

RECOMMENDATION SYMBOLS

The following pages identify DRAFT recommendations for each existing park site and for potential opportunity sites for future park and recreation amenities. There is a legend underneath the Recommendations Map to illustrate how to read the recommendation symbols.

STANDARD BASELINE AMENITIES

All sites are measured against the baseline standard amenities for their assigned park typology. For most park sites, the park typology standard baseline amenities are already existing. For some sites, the park is currently lacking one or more standard baseline amenities for the typology, some parks have been assigned a new typology, and some parks are undeveloped and therefore lack many standard baseline amenities required for any park type. For each of these situations, the park typology and associated standard baseline amenities of the type are identified on the recommendations map.

STANDARD BASELINE AMENITIES

NEIGHBORHOOD PARK TIER 1







NEIGHBORHOOD PARK TIER 2







COMMUNITY PARK







HOW TO READ THE PARK-SPECIFIC RECOMMENDATIONS

HOW WE GET THERE

ALEXANDER PARK

Park Name

Aerial Site Map

Recommendations Icon Legend



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- a Recommendation: Add Standard Baseline Amenity
- # Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS UPGRADED OR NEW AMENITY

NEIGHBORHOOD PARK TIER 2 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Play Amenity
- (d) Picnic Opportunity
- (e) Multi-purpose Flexible Space
- (f) Recreation Amenity

ACCESSIBILITY

1. Continue looped walking path around lawn
2. Provide ADA accessible path to existing and new amenities

AMENITY

3. Resurface and restripe Tennis Courts to include Pickleball
4. Repair/Replace BBQs
5. Add Bocce Ball Court
6. Replace an existing playground with an All-Abilities Playground
- Increase seating opportunities

LANDSCAPE

7. Monitor Oak tree
- Enhance existing plantings
- Maintain high-quality landscape condition across the site
- Expand tree canopy and shade with tree plantings

CHARACTER IMAGES



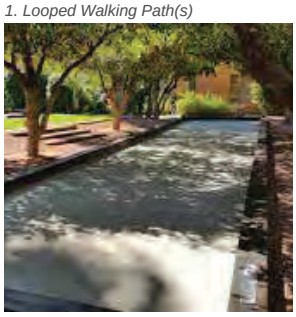
1. Looped Walking Path(s)



2. ADA Accessibility to All Amenities



3. Tennis + Pickleball Courts



5. Bocce Ball + Horseshoes



6. All-Abiliites Playground



Trees for Shade

Recommendation Magnitude

Park Typology Standard Baseline Amenities: Existing and to Add

DRAFT Recommendations to Add to the Park: Accessibility, Amenity, or Landscape

(Solid circles apply to the entire site)

Character Images for inspiration of Park-specific DRAFT Recommendations elements

ALEXANDER PARK

NEIGHBORHOOD-SERVING RECREATION OASIS



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- (a) Recommendation: Add Standard Baseline Amenity
- (#) Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS UPGRADED OR NEW AMENITY

NEIGHBORHOOD PARK TIER 2 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Play Amenity
- (d) Picnic Opportunity
- (e) Multi-purpose Flexible Space
- (f) Recreation Amenity

ACCESSIBILITY

1. Continue looped walking path around lawn
2. Provide ADA accessible path to existing and new amenities
3. Increase visibility and celebrate the park by enhancing the entrance at the street and upgrade the experience by incorporating art, such as murals, along the entrance access

AMENITY

4. Resurface and restripe Tennis Courts to include Pickleball (scheduled Spring 2022)
5. Repair/Replace BBQs
6. Add Bocce Ball Court
7. Replace an existing playground with an All-Abilities Playground
- Increase seating opportunities

LANDSCAPE

8. Monitor Oak tree
- Enhance existing plantings with native and drought-tolerant species
- Maintain high-quality landscape condition across the site
- Expand tree canopy and shade with tree plantings (maintain central lawn without obstruction)

CHARACTER IMAGES



Looped Walking Path(s)



ADA Accessibility to All Amenities



Celebrating the Park Entrance



Tennis + Pickleball Courts



Bocce Ball + Horseshoes



All-Abilities Playground

BARRETT COMMUNITY CENTER

COMMUNITY-SUPPORTING GATHERING PLACE



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- a — Recommendation: Add Standard Baseline Amenity
- # — Recommendation: Add accessibility, amenity, or landscape

INTERIM RECOMMENDATIONS EXISTING MASTER PLAN

COMMUNITY PARK STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Play Amenity
- (d) Picnic Opportunity
- (e) Multi-purpose Flexible Space
- (f) Recreation Amenity
- (g) Off-Street Parking
- (h) Permanent Restroom
- (i) Athletic Field or Community Facility

ACCESSIBILITY

AMENITY

1. Implement the recommendations from the Barrett Community Center Conceptual Design Report (2020)
   - Dog Parklet
   - Pool (Water Play)
   - Spray Park (Water Play)
2. Add seating opportunities
3. Remove fitness equipment on-site to re-use at alternative park location

LANDSCAPE

- Improve native planting near entrance
4. Construct Multi-Use Athletic Field in Conceptual Design Report as synthetic turf

CHARACTER IMAGES



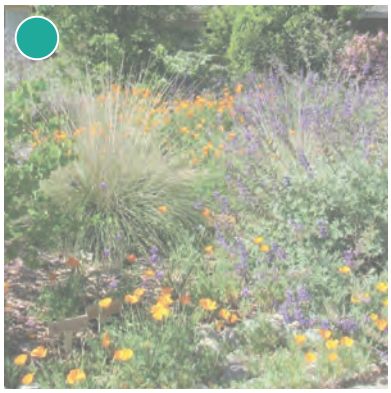
Implement Existing Master Plan



Seating



Synthetic Multi-use Athletic Field



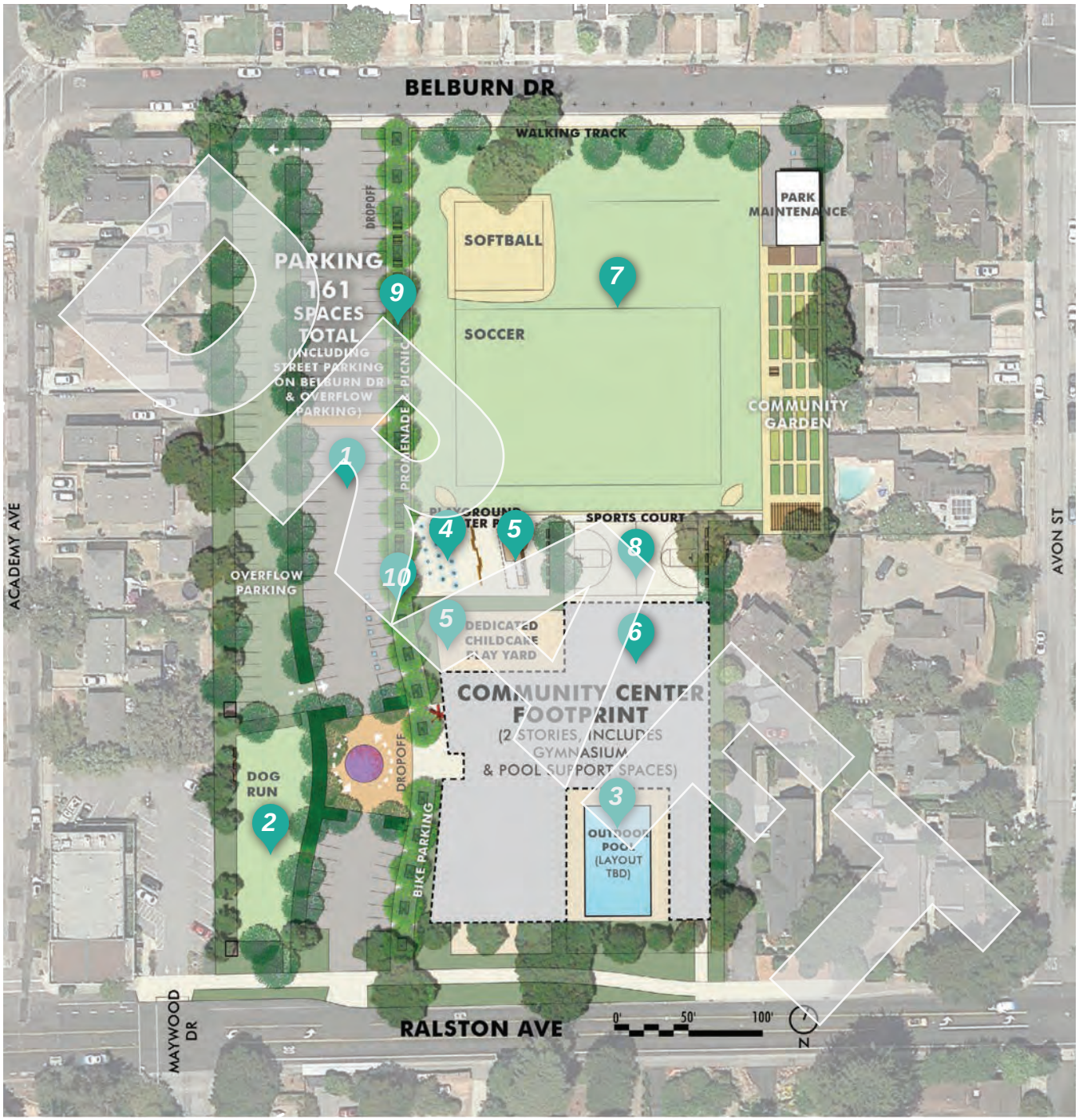
Native Planting Areas

DRAFT

BARRETT COMMUNITY CENTER

COMMUNITY-SUPPORTING GATHERING PLACE

CONCEPTUAL DESIGN REPORT (2020)



Site Concept Plan

Source: Belmont Community Center Conceptual Design Report (2020)

RECOMMENDATIONS TO IMPLEMENT EXISTING MASTER PLAN

ACCESSIBILITY

1. Restructure parking size and configuration

AMENITY

2. Add Dog Parklet
3. Add Pool (Water Play)
4. Add Spray Park (Water Play)
5. Relocate and upgrade Playground
6. Construct new Community Center
7. Consider synthetic turf for Multi-use Athletic Field
8. Relocate multi-use sports court
9. Add picnic area

LANDSCAPE

10. Plant trees to increase shade

DRAFT

CHARACTER IMAGES



Dog Parklet



Pool



Spray Park



Community Center



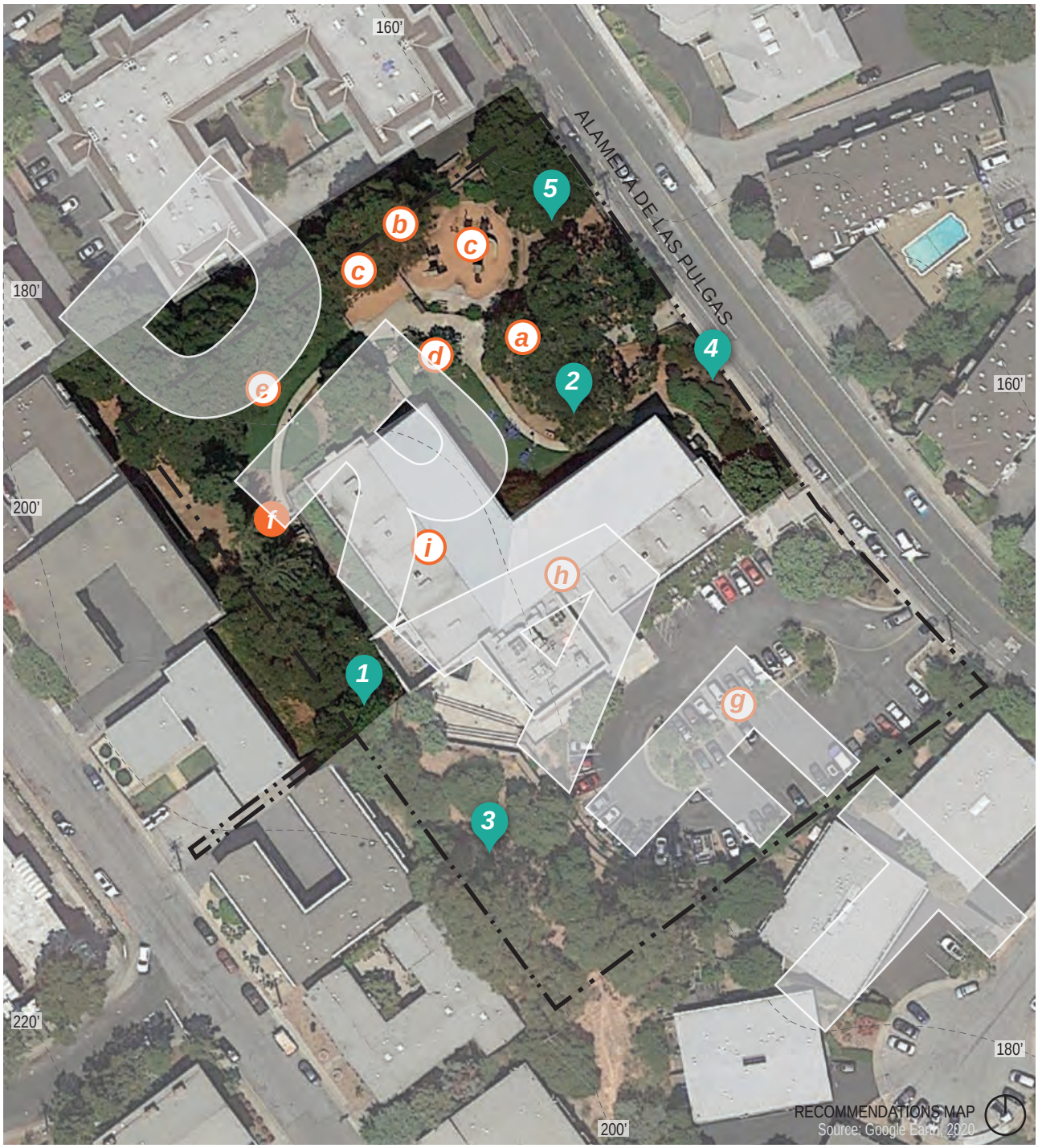
Synthetic Multi-Use Athletic Field



Trees for Shade

BELAMEDA PARK

ALL-AGES LEARNING AND EXPLORING SPACE



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- a Recommendation: Add Standard Baseline Amenity
- # Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS UPGRADED OR NEW AMENITY

COMMUNITY PARK STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Play Amenity
- (d) Picnic Opportunity
- (e) Multi-purpose Flexible Space
- (f) Recreation Amenity ***(Add fitness equipment course)***
- (g) Off-Street Parking
- (h) Permanent Restroom
- (i) Athletic Field or Community Facility

ACCESSIBILITY

- 1 Create walking loop extension
- Increase entrance and connection opportunities to create better park access
- Add wifi access to site

AMENITY

- 2 Create a Teen Outdoor Space to complement offerings at the Belmont Library
- 3 Continue path to create walking and learn-to-bike loop in land west of parking lot
- Increase seating opportunities

LANDSCAPE

- 4 Add native planting near entrance
- 5 Refresh planting around playground
- Maintain high-quality landscape condition across the site

CHARACTER IMAGES



Recreation Amenity



Multi-Use Path



Teen Outdoor Space



Learn-to-Ride Loop



Native Planting Areas

DRAFT

BELMONT SPORTS COMPLEX

ATHLETIC HUB FOR THE ENTIRE CITY



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- a Recommendation: Add Standard Baseline Amenity
- # Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS UPGRADED OR NEW AMENITY

COMMUNITY PARK STANDARD BASELINE AMENITIES

- (a) Natural Environment
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- (d) Picnic Opportunity
- (e) Multi-purpose Flexible Space
- (f) Recreation Amenity
- (g) Off-Street Parking
- (h) Permanent Restroom
- (i) Athletic Field or Community Facility

ACCESSIBILITY

1. Add bike repair station

AMENITY

2. Create an accessible Social Gathering Space to promote social interactions
3. Redevelop underutilized space with a Pump Track (Bike Park)
4. Add a Fitness Equipment Course around North Field path
5. Relocate picnic tables

Increase seating opportunities

LANDSCAPE

6. Add native planting areas
7. Consider transitioning South Field and Marina Field to synthetic turf
8. Add interpretive signage about marsh and bay ecology

CHARACTER IMAGES



Bike Repair Station



Social Gathering Space



Pump Track



Fitness Equipment



Native Planting Areas



Synthetic Multi-use Athletic Field

DRAFT

CIPRIANI PARK

THE SOCIALIZE SPOT WITH DOGS



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- (a) Recommendation: Add Standard Baseline Amenity
- (#) Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS PARK REDESIGN

NEIGHBORHOOD PARK TIER 2 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Play Amenity
- (d) Picnic Opportunity
- (e) Multi-purpose Flexible Space
- (f) Recreation Amenity

ACCESSIBILITY

- Whole park redesign for better accessibility and space utilization with a Park Master Plan
- 1 Formalize dog park entrance from school's parking lot
- 2 Create ADA accessible path to all existing and new amenities
- 3 Rebuild entrance stairs and pathway from Buena Vista Ave

AMENITY

- 4 Establish a Reservable Picnic Area, Small
- 5 Upgrade playground structure
- 6 Redesign dog park area to better address community needs and surfacing best suited to use
- Increase seating opportunities
- Consider additional amenities in partnership with adjacent school

LANDSCAPE

- 7 Add trees around perimeter of fenced dog park area for shade
- 8 Evaluate multi-use flexible lawn for turf improvements

CHARACTER IMAGES



ADA Accessibility to All Amenities



Reservable Picnic Area



Playground



Redesign dog park



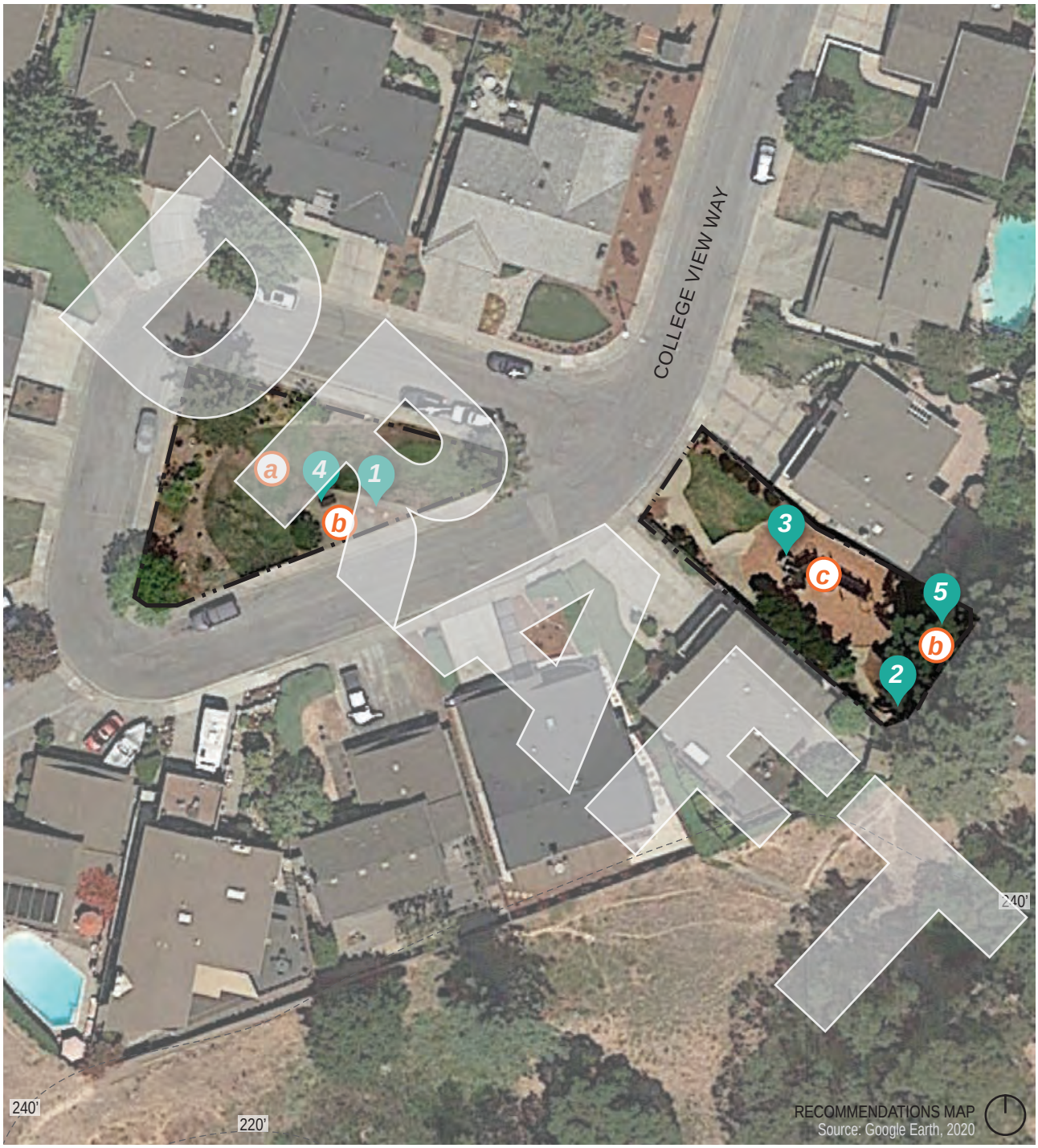
Seating



Add Trees for Shade

COLLEGE VIEW PARK

SOCIAL NEIGHBORHOOD SPOT



DRAFT

ICON LEGEND

- (a) Existing Standard Baseline Amenity
- (a) Recommendation: Add Standard Baseline Amenity
- (#) Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS MINOR IMPROVEMENTS

NEIGHBORHOOD PARK TIER 1 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Identifiable Amenity

ACCESSIBILITY

- 1 Assess paved surface for access and repair/ replace as needed
- ● Consider creating an interconnected pedestrian and bicycle priority route between College View Park, Semeria Park, and Patricia Wharton Park
- 2 Explore opportunities to connect to NDNU Campus

AMENITY

- 3 Continue to refill wood chips in Playground area periodically
- 4 Replace benches

LANDSCAPE

- 5 Add planted area near picnic area
- ● Plant trees to increase shade

CHARACTER IMAGES



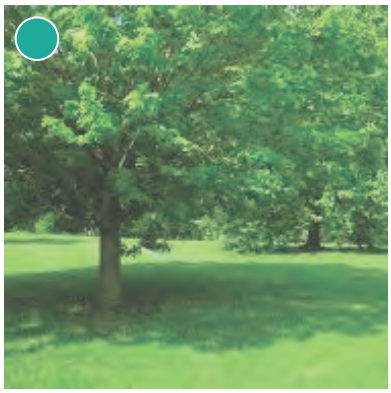
ADA Accessibility to All Amenities



Seating



Native Planting Areas



Trees for Shade

DRAFT

DAVEY GLEN PARK

TUCKED-AWAY ENVIRONMENTAL GEM



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- (a) Recommendation: Add Standard Baseline Amenity
- (#) Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS MINOR IMPROVEMENTS

NEIGHBORHOOD PARK TIER 2 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Play Amenity
- (d) Picnic Opportunity
- (e) Multi-purpose Flexible Space
- (f) Recreation Amenity ***(Add signage for walking loop)***

ACCESSIBILITY

No recommendations

AMENITY

No recommendations beyond Baseline Amenities

LANDSCAPE

- Continue to maintain the high-quality planting across the site

CHARACTER IMAGES



Recreation Amenity

DRAFT

HALLMARK PARK

ACTIVE NATURAL TERRAIN



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- a Recommendation: Add Standard Baseline Amenity
- # Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS PARK REDESIGN

NEIGHBORHOOD PARK TIER 2 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Play Amenity
- (d) Picnic Opportunity
- (e) Multi-purpose Flexible Space ***(Create seating in shaded area)***
- (f) Recreation Amenity

ACCESSIBILITY

- Whole park redesign for better accessibility and space utilization with a Park Master Plan
- 1 Evaluate paths' accessibility and reconstruct as needed

AMENITY

- 2 Resurface and re-stripe Tennis Courts to include Pickleball
- 3 Update, expand, and consider relocating playground structure
- Increase seating opportunities

LANDSCAPE

- Plant trees to replace declining existing trees across the site (succession planting)
- Plant trees to increase shade
- Consider adding native planting areas

CHARACTER IMAGES



Multi-Purpose Flexible Space



ADA Accessibility to All Amenities



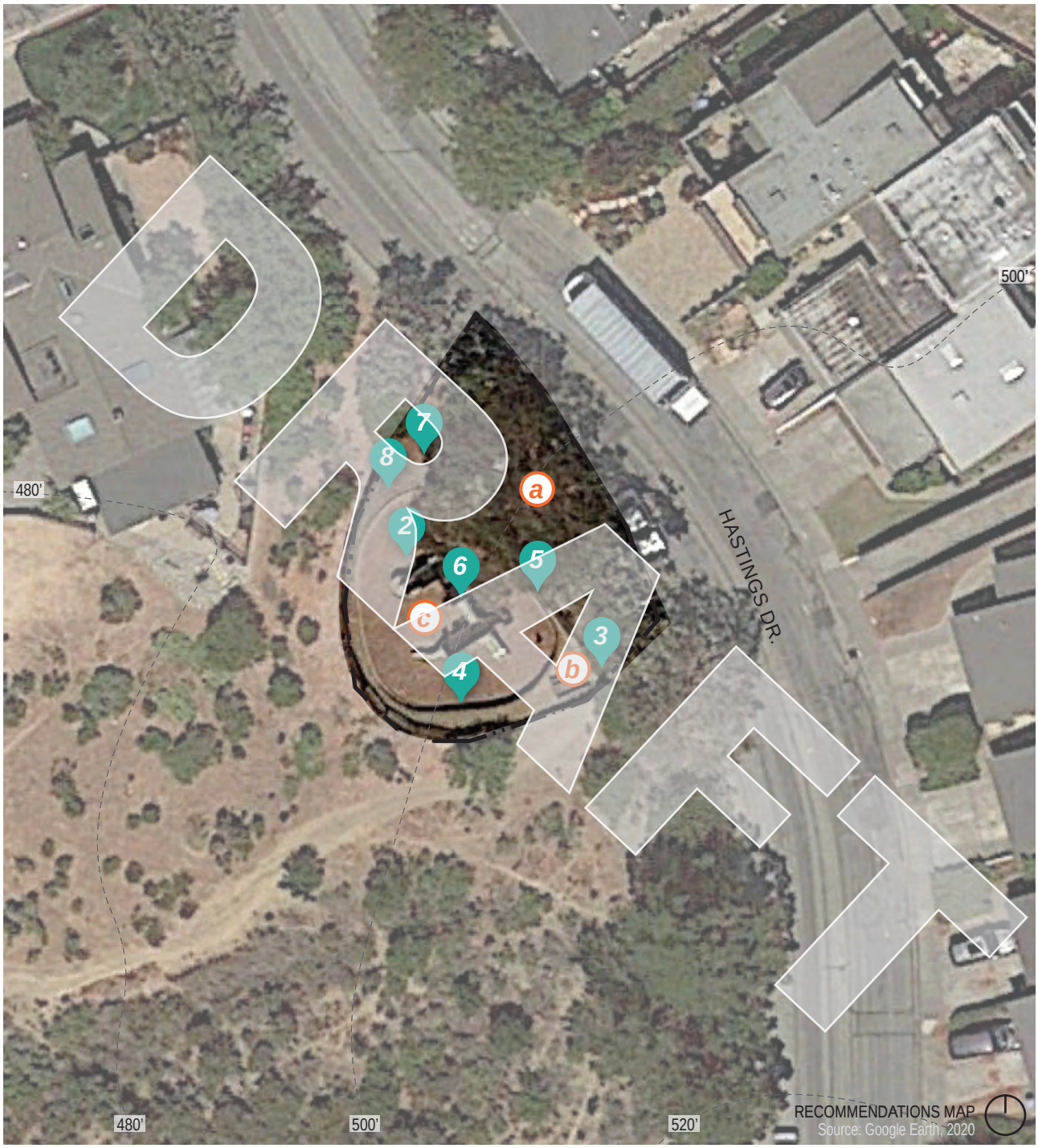
Tennis + Pickleball Courts



Playground

HASTINGS TOT LOT PARK

CHILD-ORIENTED PLAY ZONE



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- (a) Recommendation: Add Standard Baseline Amenity
- (#) Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS PARK REDESIGN

NEIGHBORHOOD PARK TIER 1 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Identifiable Amenity

ACCESSIBILITY

- Whole park redesign for better accessibility and space utilization with a Park Master Plan
- 1 Add crosswalk for connectivity to park and adjacent trailhead

AMENITY

- 2 Replenish playground fibar
- 3 Replace and consider reorienting benches for eyes on the playground and sunset view
- 4 Replace wood stake fence
- 5 Create safety barrier between playground and adjacent Hasting Drive
- 6 Update play structure

LANDSCAPE

- 7 Create native planting area around playground
- 8 Add interpretive signage to educate about native plants and open space

CHARACTER IMAGES



Seating



Replace retaining fence



Safety Barrier



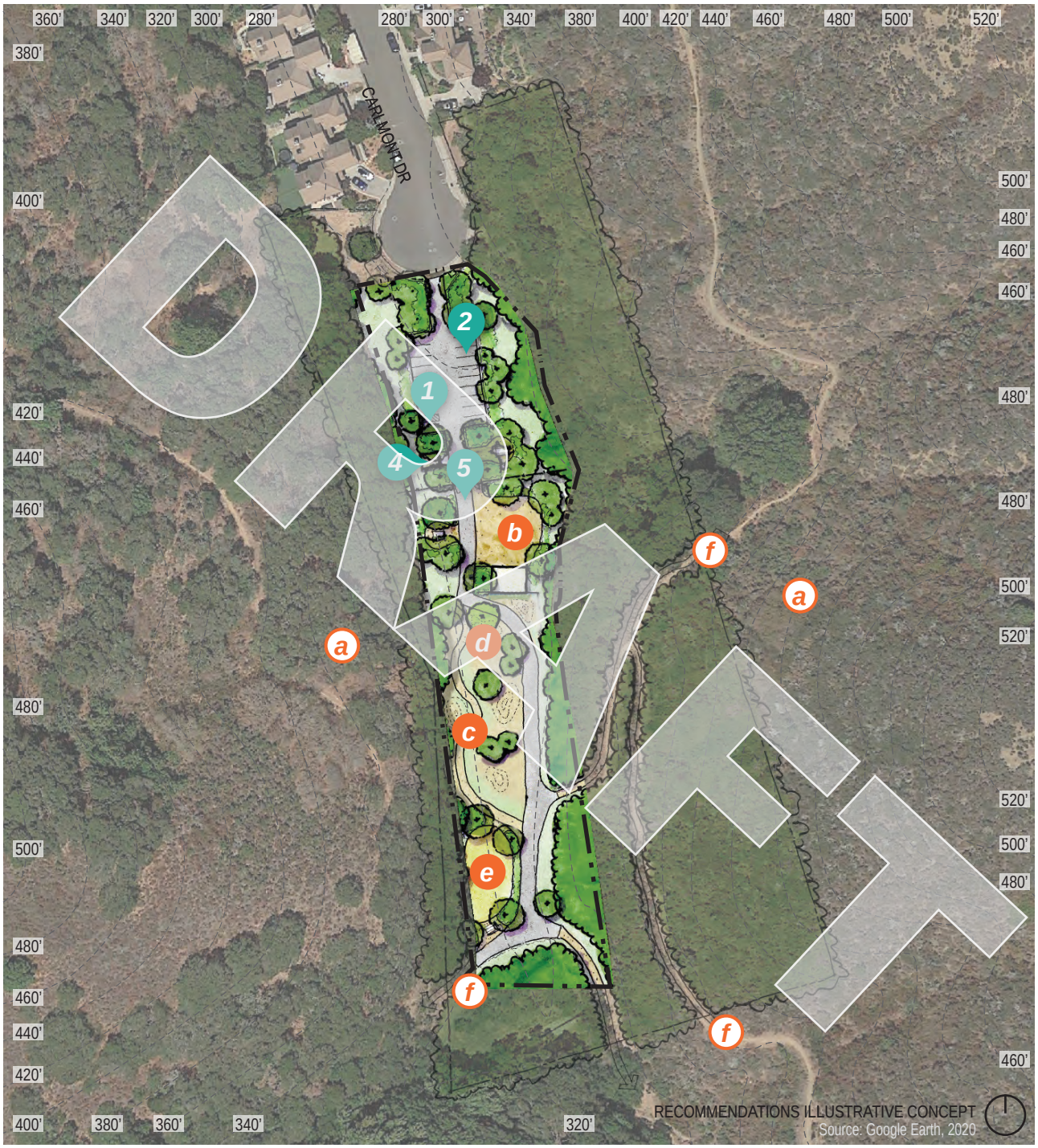
Playground



Native Planting Areas

HIDDEN CANYON PARK

THE GATEWAY TO OPEN SPACE



ICON LEGEND

For illustration purposes only. This graphic is conceptual in nature, and any park design decisions will require additional public review.

- (a) Existing Standard Baseline Amenity
- a Recommendation: Add Standard Baseline Amenity
- # Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS UNDEVELOPED PARK

NEIGHBORHOOD PARK TIER 2 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating ***(Add Seating Opportunities)***
- (c) Play Amenity ***(Add Nature Play Element)***
- (d) Picnic Opportunity ***(Add small picnic area)***
- (e) Multi-purpose Flexible Space ***(Add an Outdoor Classroom)***
- (f) Recreation Amenity

ACCESSIBILITY

- 1 Add ADA parking stall
- 2 Increase quantity of parking stalls to accommodate volume of visitors

AMENITY

- 4 Add restroom
- 5 Add Open Space Gateway Element
- Add seating opportunities

LANDSCAPE

- Maintain native plantings
- Remove non-native plants
- Add shade (trees or shade structure) to seating areas

CHARACTER IMAGES



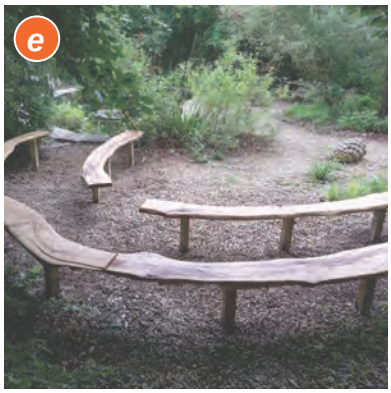
Seating Opportunities



Nature Play Element



Picnic Area



Outdoor Classroom



Restroom

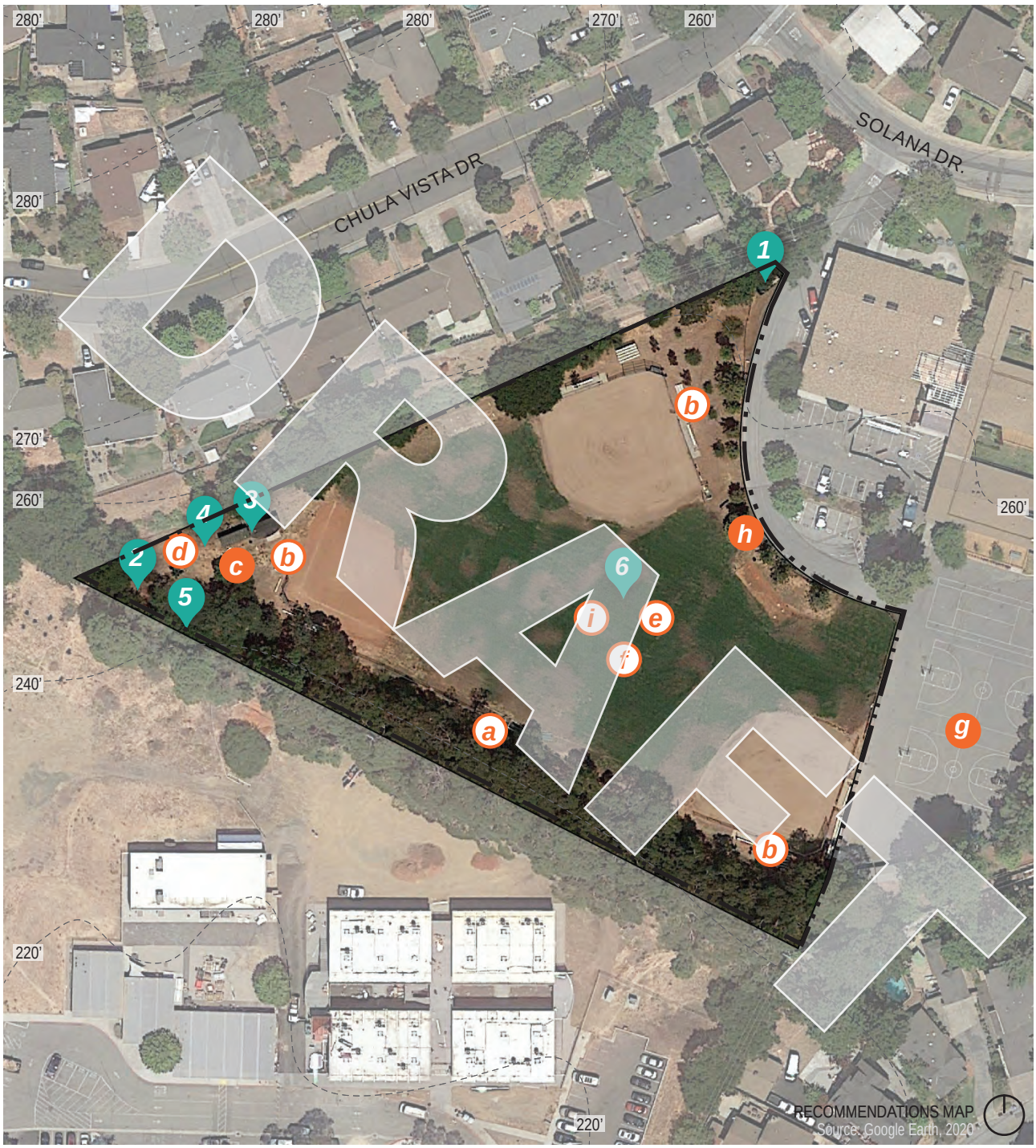


Open Space Gateway

DRAFT

MCDOUGAL PARK

TEAM SPORTS ATHLETIC VENUE



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- a Recommendation: Add Standard Baseline Amenity
- # Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS UPGRADED OR NEW AMENITY

COMMUNITY PARK STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Play Amenity ***(Add Play Element)***
- (d) Picnic Opportunity
- (e) Multi-purpose Flexible Space
- (f) Recreation Amenity
- (g) Off-Street Parking ***(adjacent School, Limited Hours)***
- (h) Permanent Restroom ***(Add permanent restroom)***
- (i) Athletic Field or Community Facility

ACCESSIBILITY

- Create ADA accessible path to all existing and new amenities
- 1 Explore adding stair, ramp preferred, access closer to Solana Dr

AMENITY

- 2 Add an accessible Gathering Space to promote social interaction
- 3 Replace storage containers
- 4 Replace picnic tables
- 5 Replace benches
- Increase seating opportunities

LANDSCAPE

- Evaluate condition of trees on hillside and remove or treat as needed
- 6 Consider transitioning Multi-use Athletic Fields to synthetic turf
- Plant trees to increase shade

CHARACTER IMAGES



Play Amenity



Permanent Restroom



ADA Accessibility to All Amenities



Picnic Tables



Seating



Synthetic Multi-use Athletic Field

O'DONNELL PARK

MULTI-USE NEIGHBORHOOD SPACE



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- (a) Recommendation: Add Standard Baseline Amenity
- (#) Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS UPGRADED OR NEW AMENITY

NEIGHBORHOOD PARK TIER 2 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Play Amenity
- (d) Picnic Opportunity
- (e) Multi-purpose Flexible Space
- (f) Recreation Amenity

ACCESSIBILITY

No recommendations

AMENITY

1. Establish as a Reservable Picnic Area, Small
2. Replace BBQs
3. Refurbish the existing half basketball courts
4. Add shade, tables, and outdoor games

LANDSCAPE

- Refresh planting areas with native plants
- Maintain high-quality landscape condition across the site

CHARACTER IMAGES



Reservable Picnic Area



Shade, tables, and outdoor games

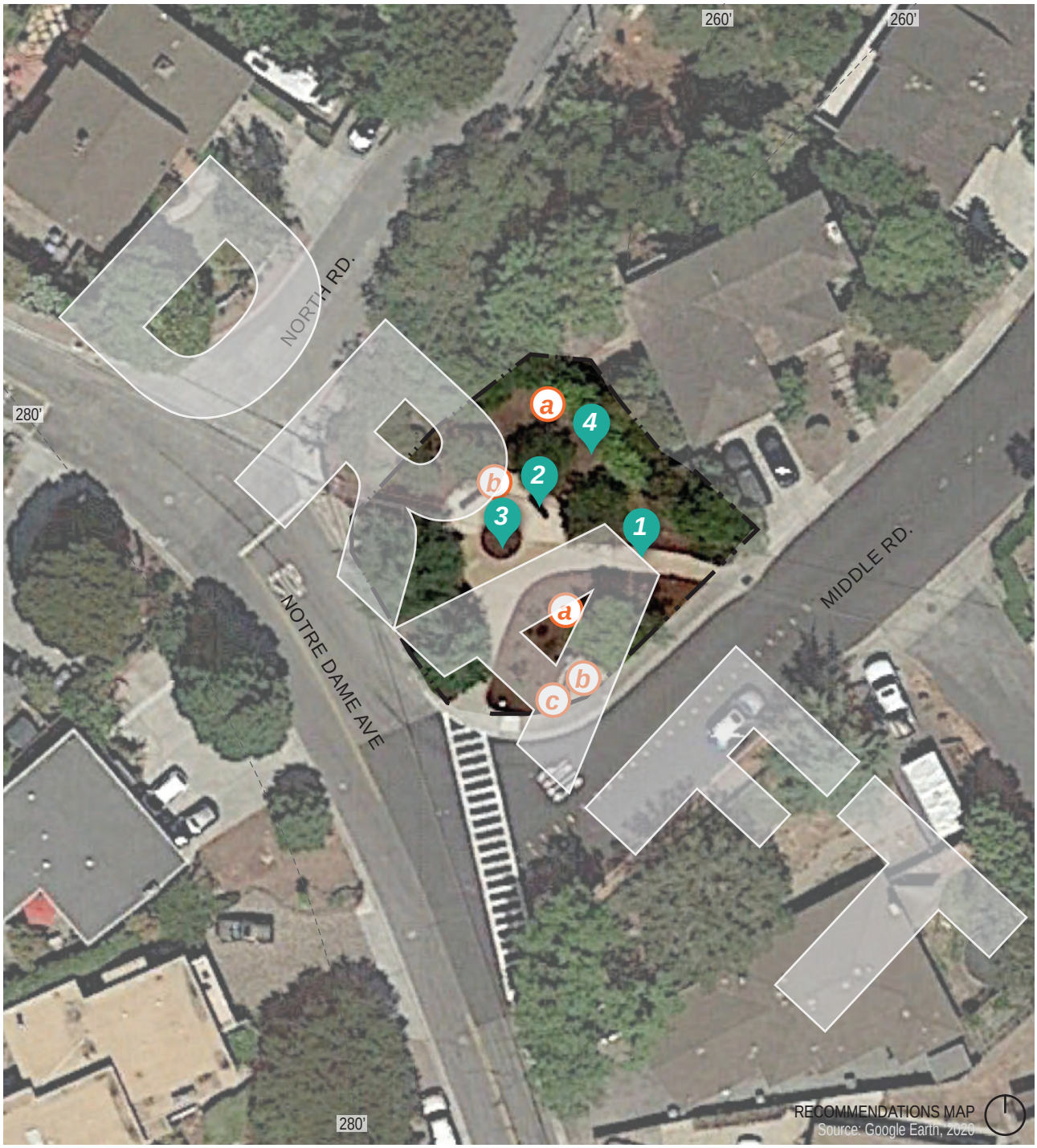


Native Planting Areas

DRAFT

PATRICIA WHARTON PARK

THE NEIGHBORHOOD'S SOCIAL SPACE



ICON LEGEND

- Existing Standard Baseline Amenity
- Recommendation: Add Standard Baseline Amenity
- Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS MINOR IMPROVEMENTS

NEIGHBORHOOD PARK TIER 1 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Identifiable Amenity

ACCESSIBILITY

- 1 Evaluate path's accessibility and reconstruct as needed
- Consider creating an interconnected pedestrian and bicycle priority route between Patricia Wharton Park, Semeria Park, and College View Park

AMENITY

- 2 Replace seating
- 3 Add boulders or stumps as seating or play elements in center planter area

LANDSCAPE

- 4 Add native planting to hillside
- Maintain high-quality landscape condition across the site

CHARACTER IMAGES



ADA Accessibility to All Amenities



Seating



Boulder as seating



Native Planting Areas

DRAFT

RALSTON RANCH PARK

A NATURAL SPACE TO RELAX



ICON LEGEND

For illustration purposes only. This graphic is conceptual in nature, and any park design decisions will require additional public review.

- (a) Existing Standard Baseline Amenity
- a Recommendation: Add Standard Baseline Amenity
- # Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS UNDEVELOPED PARK

NEIGHBORHOOD PARK TIER 2 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating ***(Add benches)***
- (c) Play Amenity ***(Add Natural Play Element)***
- (d) Picnic Opportunity ***(Add individual Picnic Table)***
- (e) Multi-purpose Flexible Space ***(Add Seating Space)***
- (f) Recreation Amenity ***(Add Walking Path)***

ACCESSIBILITY

1. Encourage creation of sidewalks along and connecting to park

AMENITY

No recommendations beyond Baseline Amenities

LANDSCAPE

- Monitor trees and replace as necessary
- Add native planting areas
- Utilize trees as screening from Ralston Avenue and as wind protection

CHARACTER IMAGES



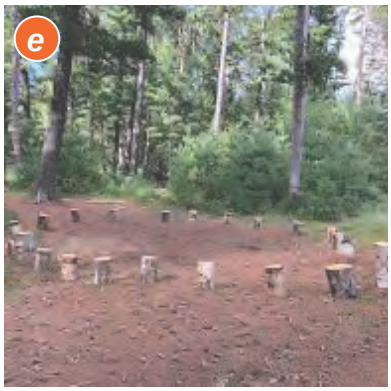
Seating



Natural Play Element



Picnic Opportunity



Seating Space



Walking Path(s)

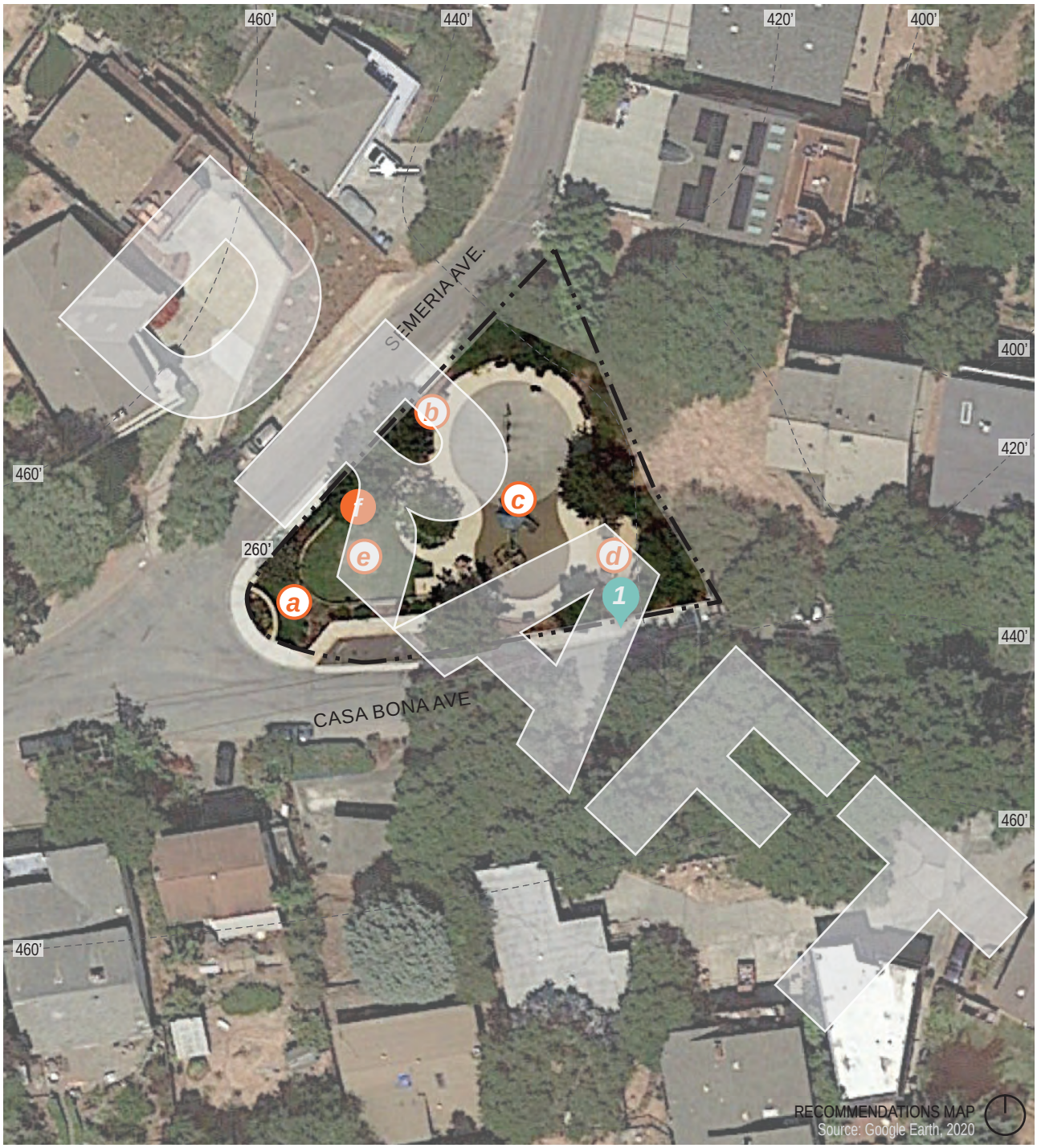


Native Planting Areas

DRAFT

SEMERIA PARK

THE LOCALS' PLAYGROUND



RECOMMENDATIONS MAP
Source: Google Earth, 2020

ICON LEGEND

- (a) Existing Standard Baseline Amenity
- (a) Recommendation: Add Standard Baseline Amenity
- (#) Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS MINOR IMPROVEMENTS

NEIGHBORHOOD PARK TIER 2 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Play Amenity
- (d) Picnic Opportunity
- (e) Multi-purpose Flexible Space
- (f) Recreation Amenity ***(Add fitness signage)***

ACCESSIBILITY

- Consider creating an interconnected pedestrian and bicycle priority route between Semeria Park, Patricia Wharton Park, and College View Park

AMENITY

- (1) Garbage receptacle access from sidewalk

LANDSCAPE

- Maintain high-quality landscape condition across the site

CHARACTER IMAGES



Recreation Amenity

DRAFT

TWIN PINES PARK

THE HEART OF BELMONT



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- a Recommendation: Add Standard Baseline Amenity
- # Recommendation: Add accessibility, amenity, or landscape

INTERIM RECOMMENDATIONS EXISTING MASTER PLAN

COMMUNITY PARK STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Play Amenity
- (d) Picnic Opportunity
- (e) Multi-purpose Flexible Space
- (f) Recreation Amenity
- (g) Off-Street Parking
- (h) Permanent Restroom
- (i) Athletic Field or Community Facility

ACCESSIBILITY

1. Evaluate path's accessibility and reconstruct as needed
2. Pave path to restroom

AMENITY

- Implement Twin Pines Park Master Plan (2019)
3. Evaluate and repair picnic tables in poor condition
4. Replace BBQs
5. Replace drinking fountain

LANDSCAPE

- Maintain high-quality landscape condition across the site

CHARACTER IMAGES



ADA Accessibility to All Amenities



Implement Twin Pines Master Plan



Picnic Tables



BBQs

TWIN PINES PARK

THE HEART OF BELMONT

MASTER PLAN (2019)



Park Concept Plan
Source: Twin Pines Park Master Plan (2019)

RAFT

RECOMMENDATIONS TO IMPLEMENT EXISTING MASTER PLAN

ACCESSIBILITY

1. Restructure arrival zone to strength visual and physical connections
2. Prioritize pedestrian experience in Town Square area
3. Develop trail connections beyond park boundaries
4. Add looped walking path(s)

AMENITY

5. Renovate and expand Playground structure
6. Add Water Play Element
7. Renovate Picnic Area
8. Add Bocce Ball Court
9. Add Teen Outdoor Space
10. Add Multi-use Lawn

LANDSCAPE

11. Establish and improve visual and access connections to Belmont Creek

CHARACTER IMAGES



Looped Walking Path(s)



Water Play Element



Bocce Ball Court



Teen Outdoor Space



Multi-Use Lawn

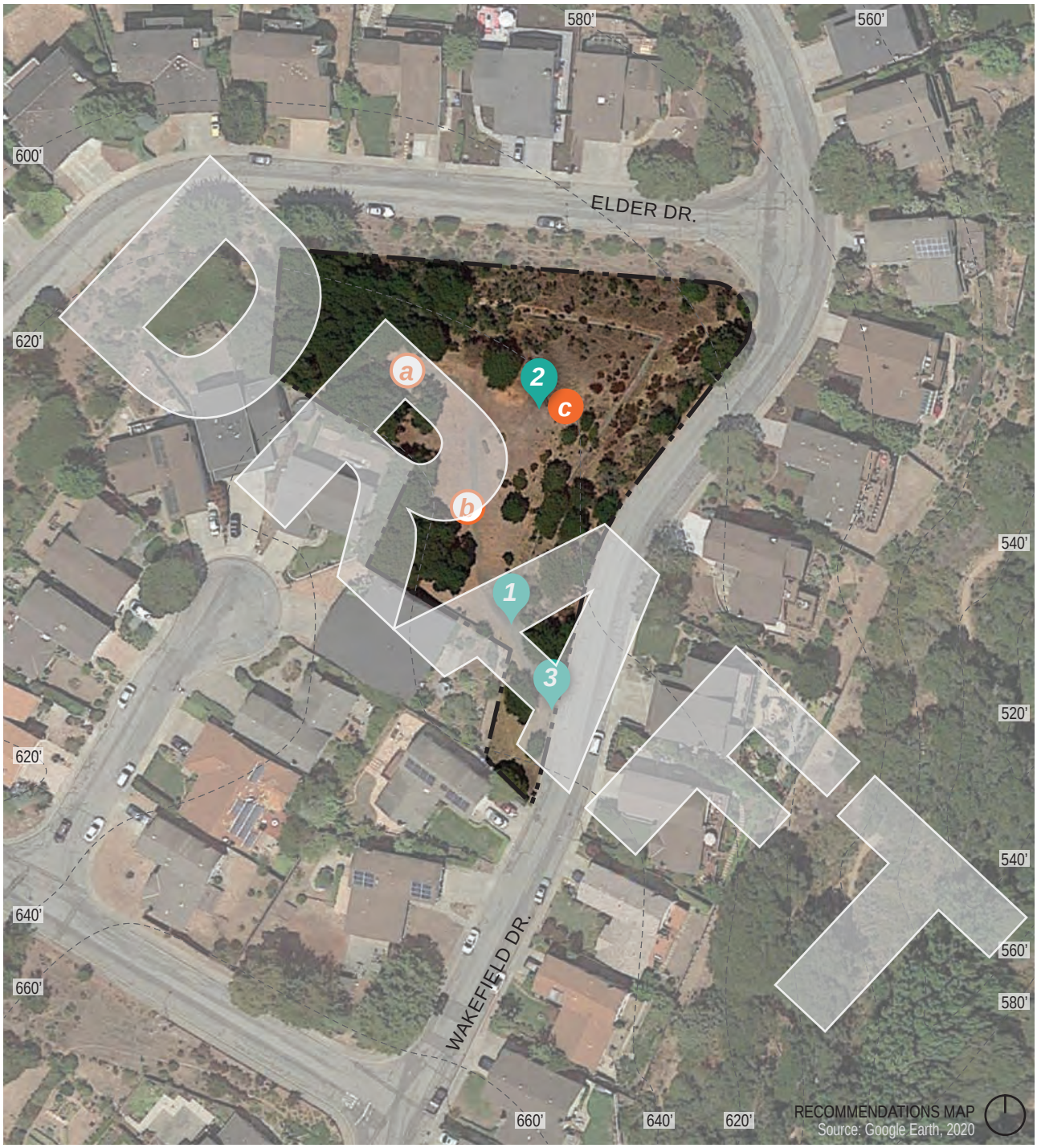


Creek Access

DRAFT

WAKEFIELD PARK

THE PARK WITH THE VIEW



ICON LEGEND

- a — Existing Standard Baseline Amenity
- a — Recommendation: Add Standard Baseline Amenity
- # — Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS MINOR IMPROVEMENTS

NEIGHBORHOOD PARK TIER 1 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating
- (c) Identifiable Amenity
  (Create overlook opportunity)

ACCESSIBILITY

1. Improve existing walking path(s)

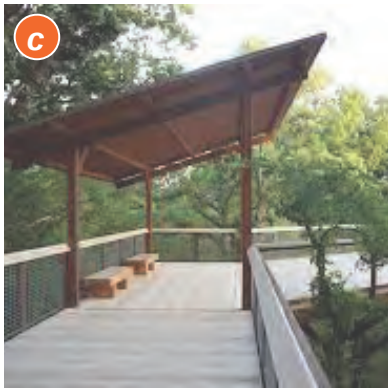
AMENITY

2. Add benches
3. Add entrance signage to increase park visibility

LANDSCAPE

- Plant trees to increase shade
- Add native planting areas
- Public Art opportunity

CHARACTER IMAGES



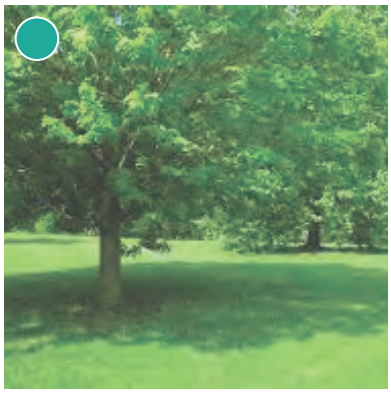
Identifiable Amenity



Walking Path(s)



Seating



Trees for Shade



Native Planting Areas

DRAFT

CENTRAL ELEMENTARY SCHOOL

JOINT USE AGREEMENT (JUA)



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- (a) Recommendation: Add Standard Baseline Amenity
- (#) Recommendation: Add accessibility, amenity, or landscape

Central Elementary School is part of the Belmont-Redwood Shores School District. The City of Belmont has a joint-use agreement, which allows limited public access to the field and lawn area outside of school hours while providing landscape maintenance. Since the City does not own this land, all recommendations for this site would require consensus agreement and a cost-sharing with BRSSD to implement.

ACCESSIBILITY

1. Create looped walking path around lawn

AMENITY

2. Rejuvenate outdoor classroom space

LANDSCAPE

3. Convert Multi-use Athletic Field to synthetic field to increase annual usable time

CHARACTER IMAGES



Walking Path



Outdoor Classroom



Synthetic Multi-use Athletic Field

DRAFT

FOX SCHOOL

JOINT USE AGREEMENT (JUA)



DRAFT

ICON LEGEND

- (a) Existing Standard Baseline Amenity
- (a) Recommendation: Add Standard Baseline Amenity
- (#) Recommendation: Add accessibility, amenity, or landscape

Fox Elementary School is part of the Belmont-Redwood Shores School District. The City of Belmont has a joint-use agreement, which allows limited public access to the field and lawn area outside of school hours while providing landscape maintenance. Since the City does not own this land, all recommendations for this site would require consensus agreement and a cost-sharing with BRSSD to implement.

ACCESSIBILITY

AMENITY

LANDSCAPE

1. Convert Multi-use Athletic Field to synthetic field to increase annual usable time

CHARACTER IMAGES



Synthetic Multi-use Athletic Field

DRAFT

NESBIT SCHOOL

JOINT USE AGREEMENT (JUA)



ICON LEGEND

- Existing Standard Baseline Amenity
- Recommendation: Add Standard Baseline Amenity
- Recommendation: Add accessibility, amenity, or landscape

Nesbit School is part of the Belmont-Redwood Shores School District. The City of Belmont has a joint-use agreement, which allows limited public access to the field and lawn area outside of school hours while providing landscape maintenance. Since the City does not own this land, all recommendations for this site would require consensus agreement and a cost-sharing with BRSSD to implement.

ACCESSIBILITY

AMENITY

LANDSCAPE

1. Convert Multi-use Athletic Field to synthetic field to increase annual usable time

CHARACTER IMAGES



Synthetic Multi-use Athletic Field

DRAFT

RALSTON MIDDLE SCHOOL

JOINT USE AGREEMENT (JUA)



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- (a) Recommendation: Add Standard Baseline Amenity
- (#) Recommendation: Add accessibility, amenity, or landscape

Ralston Middle School is part of the Belmont-Redwood Shores School District. The City of Belmont has a joint-use agreement, which allows limited public access to the field and lawn area outside of school hours while providing landscape maintenance. Since the City does not own this land, all recommendations for this site would require consensus agreement and a cost-sharing with BRSSD to implement.

ACCESSIBILITY

1. Update exterior path at property line to better connect to ropes course south of the school if ropes course activated

AMENITY

LANDSCAPE

2. Convert Multi-use Athletic Field to synthetic field to increase annual usable time

CHARACTER IMAGES



Walking Path



Synthetic Multi-use Athletic Field

DRAFT



Davey Glen Park



Wakefield Park



O'Donnell Park



Bela.meda Park



Twin Pines Park



Belmont Sports Complex

DRAFT

NEW PARK OPPORTUNITIES

As an almost completely built-out City, there are limited opportunities for new park sites in Belmont. As a priority, opportunity sites are located in areas with low proximity to an existing park in order to increase the quantity of residents within a 10-minute walk of a park.

The PROS Plan identifies three potential sites for new parks in Belmont. All sites are on land currently owned by a public entity.

The proposed park opportunity sites should be seriously considered as opportunities to provide additional park acreage to Belmont residents.

RALSTON AVENUE & OLD COUNTY ROAD

There is an opportunity for an urban park/plaza at the intersection of Ralston Avenue and Old County Road. This site is identified as a park in the Belmont Village Specific Plan. The site straddles Ralston Ave and is between the Caltrain tracks and Old County Rd.

OAK KNOLL DRIVE

Oak Knoll Drive is a residential street that terminates in a cul-de-sac with trees and planting in a dirt area at the center. This site came to the attention of the PROS Plan from input from adjacent residents.

ALAMEDA DE LAS PULGAS

Alameda de las Pulgas is a arterial street that traverses Belmont from north to south. At the northern edge of the city, at the intersection with Forest Avenue, there are two areas, one on either edge of the right-of-way, with potential as an opportunity for development into park space.

JOINT-USE SCHOOLS

Additionally, there are opportunities to provide increased public access to amenities by pursuing Joint-Use Agreements with public and private schools and institutions within Belmont.



RALSTON AVE + OLD COUNTY ROAD

LOCUS OF URBAN LIFE

OPPORTUNITY SITE



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- a Recommendation: Add Standard Baseline Amenity
- # Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS NEW PARK OPPORTUNITY

NEIGHBORHOOD PARK TIER 1 STANDARD BASELINE AMENITIES

- **a** Natural Environment ***(Add gateway planting)***
- **b** Seating ***(Add benches)***
- **c** Identifiable Amenity ***(Add Skate Park)***

ACCESSIBILITY

- Create ADA accessible path to all existing and new amenities

AMENITY

1. Add Dog Parklet
2. Add placemaking space to host community gathering, event space, pop-up business space, etc.
3. Install Public Art piece

LANDSCAPE

No recommendations beyond Baseline Amenities

CHARACTER IMAGES



Natural Environment



Seating



Identifiable Amenity



Dog Parklet



Placemaking



Public Art

OAK KNOLL DRIVE

PURPOSEFUL PLAY SPACE

OPPORTUNITY SITE



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- a Recommendation: Add Standard Baseline Amenity
- # Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS NEW PARK OPPORTUNITY

NEIGHBORHOOD PARK TIER 1 STANDARD BASELINE AMENITIES

- (a) Natural Environment
- (b) Seating ***(Add benches)***
- (c) Identifiable Amenity ***(Add Play Element)***

ACCESSIBILITY

- Encourage creation of a "safety circle" at the terminus of Oak Knoll Drive to highlight park use in center

AMENITY

No recommendations beyond Baseline Amenities

LANDSCAPE

- Add native planting areas

CHARACTER IMAGES



Seating



Identifiable Element



Native Planting Areas



"Safety Circle" Signage

DRAFT

ALAMEDA DE LAS PULGAS

RE-PURPOSE FOR PLAY

OPPORTUNITY SITE



ICON LEGEND

- (a) Existing Standard Baseline Amenity
- a — Recommendation: Add Standard Baseline Amenity
- # — Recommendation: Add accessibility, amenity, or landscape

RECOMMENDATIONS NEW PARK OPPORTUNITY

NEIGHBORHOOD PARK TIER 1 STANDARD BASELINE AMENITIES

- a Natural Environment
- b Seating ***(Add benches)***
- c Identifiable Amenity ***(Add Nature Play Element)***

ACCESSIBILITY

- 1 Add looped walking path(s)
- 2 Encourage creation of sidewalks along and connecting to park

AMENITY

- 3 Add bike repair station
- 4 Add fence or protective barrier between play element and road

LANDSCAPE

- Add native planting areas

CHARACTER IMAGES



Seating



Nature Play Element



Looped Walking Path(s)



Native Planting Areas

DRAFT

DRAFT

DRAFT

PROXIMITY + CONNECTIVITY

PARK PROXIMITY

The City of Belmont provides a park within a 10-minute walk of 90% of residents. Belmont well exceeds the national average is 55% of residents within a 10-minute walk of a park.

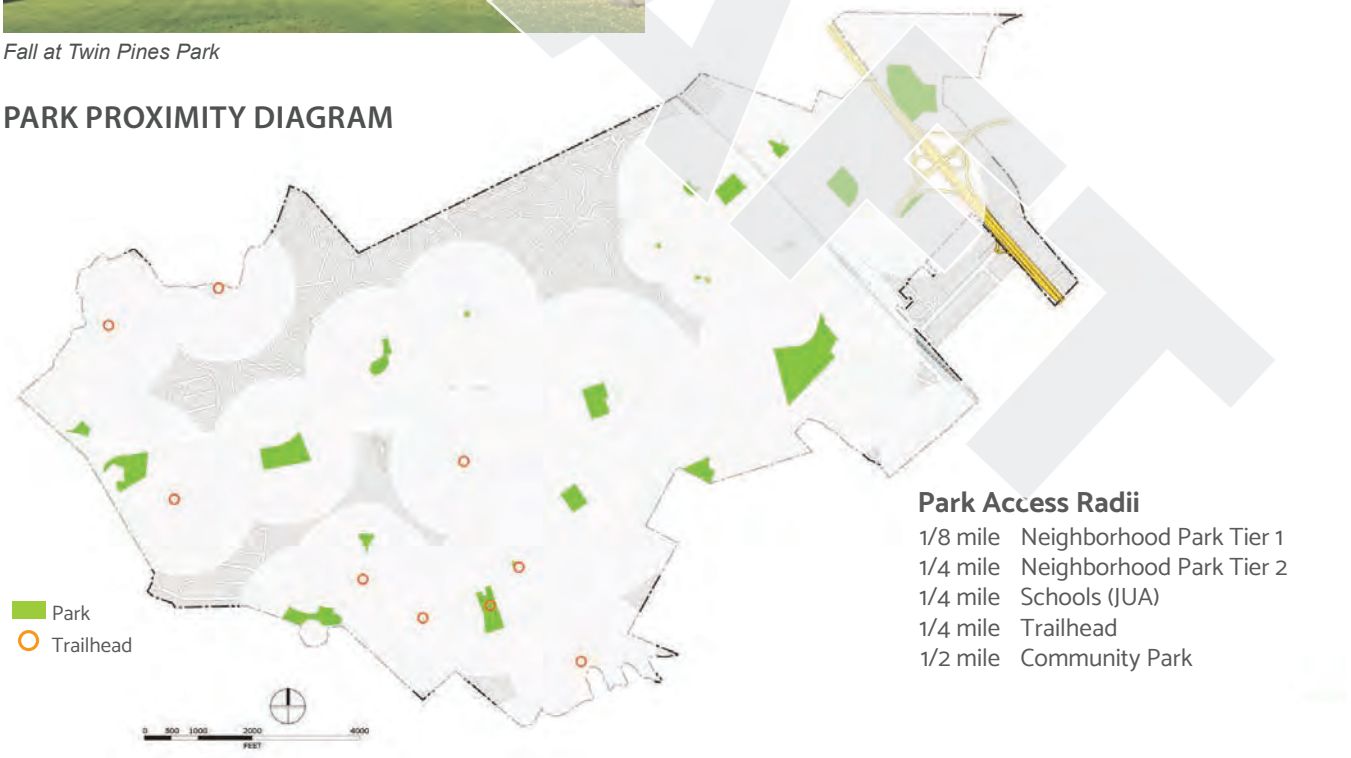
90% of Belmont residents live within a 10-MINUTE WALK of a Park

The Park Proximity Diagram below shows the park access radii for all Parks, joint-use Schools, and Open Space Trailheads.



Fall at Twin Pines Park

PARK PROXIMITY DIAGRAM



BIKE + PEDESTRIAN CONNECTIVITY

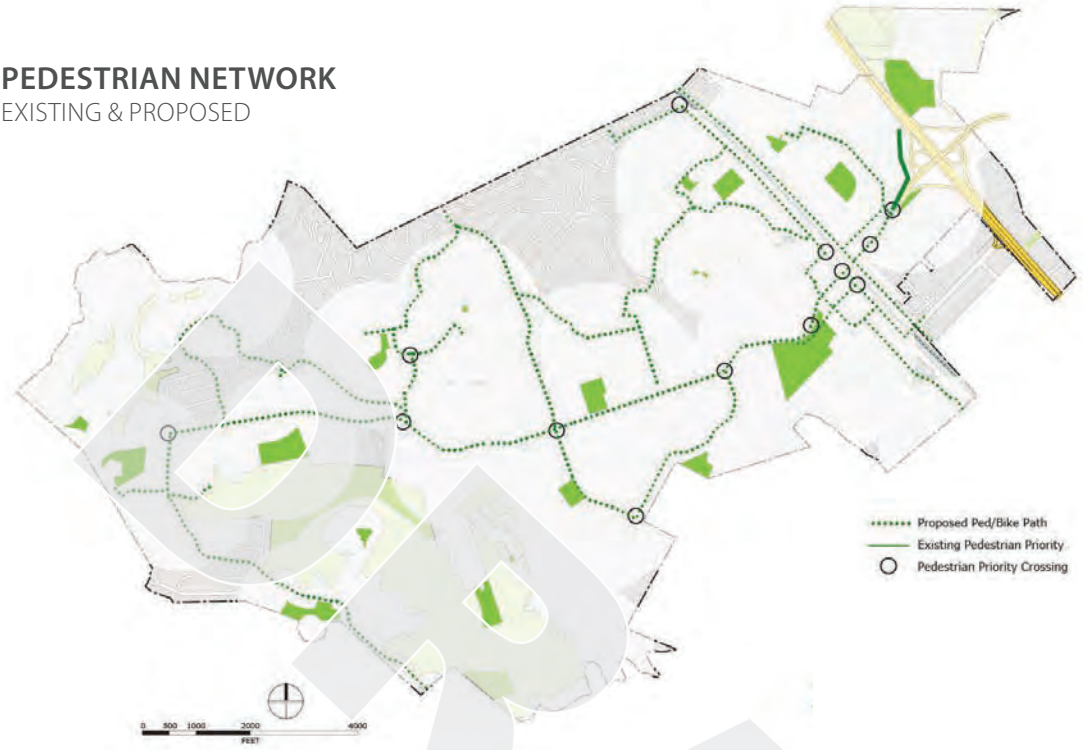
In 2016, the City adopted a Comprehensive Pedestrian and Bike Plan. The Plan's six goals support efforts to increase walking and biking in Belmont.

1. Create a safe and comfortable pedestrian and bicycle friendly environment that will encourage people of all ages to bike or walk.
2. Increase the rate of walking and bicycling in Belmont.
3. Promote multimodal transportation infrastructure that accommodates all users.
4. Support adopted citywide, regional, and State goals related to the provision of complete streets.
5. Provide a continuous network of pedestrian facilities that connects neighborhoods with key destinations and transit stops.
6. Support the development of a citywide bicycle network.

Belmont's parks are destinations. The network to connect parks can be, in itself, a park experience. Belmont's new parks opportunities are limited, so improving connections and networks is an innovative option. A network of pedestrian and bicycle access to connect parks is fully supported by the PROS Plan.

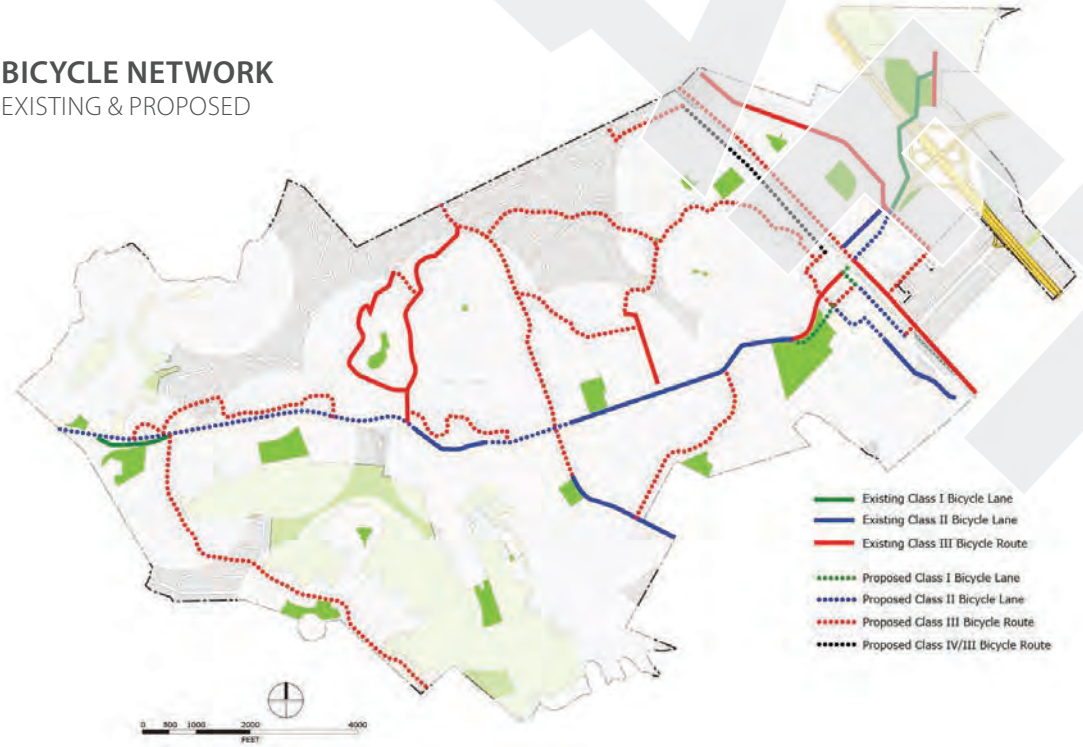
DRAFT

PEDESTRIAN NETWORK
EXISTING & PROPOSED



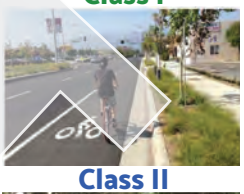
Source: 2016 Comprehensive Pedestrian and Bicycle Plan

BICYCLE NETWORK
EXISTING & PROPOSED





Class I



Class II



Class III

Source: 2016 Comprehensive Pedestrian and Bicycle Plan

EFFORTS TO DATE



Hallmark Park



Alexander Park



Cipriani Park

EXISTING CONDITIONS

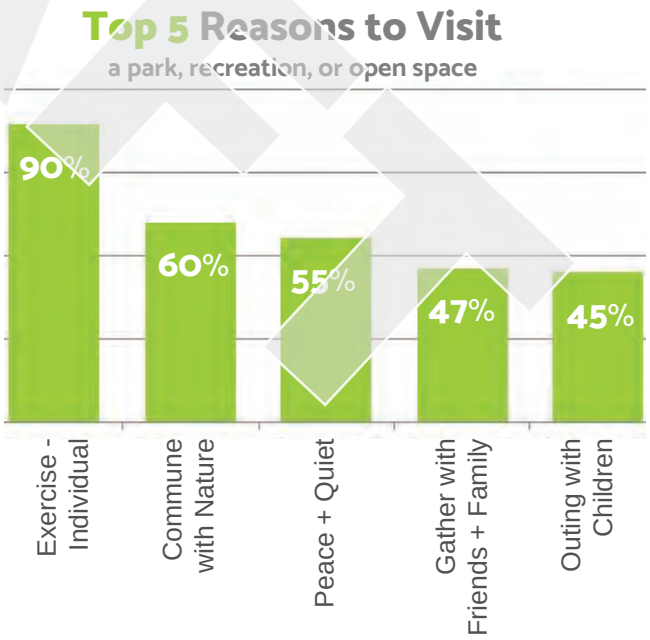
All parks and fields were evaluated and inventoried in late 2020. The Existing Conditions serve as a foundation for recommendations.

COMMUNITY ENGAGEMENT

ONLINE SURVEY

In March 2021, an online survey gathered community input on current offerings and desired offerings in Belmont parks, recreation, and open space. Over 2,800 people responded, of which 49% were Belmont residents. The full survey results are available on the project website, **BelmontPROSplan.com**.

The PROS Master Plan is guided in part by the community input. With this feedback, the Plan can highlight those elements and opportunities enjoyed in the current parks - such as the exercise opportunities and connections with nature. By understanding what is desired - such as enhancing the tree canopy and increasing the multi-use paths - the PROS Plan can guide the development of parks, recreation and open space in Belmont over the next 15 years.



Belmont PROS Survey Responses to Question #3. Belmont resident responses.

Top 6 Amenities positively-rated

To Enhance the Belmont Park Experience



Belmont PROS Survey Responses to Question #7. Belmont resident responses.

FOCUS GROUPS

To supplement the survey results, specific focus groups were identified and interviewed to complement community feedback received to date. The focus groups were identified through multiple means - groups with lower participation numbers in the online survey, groups identified by City Staff, Advisory Committee, and park partners.

Highlights from the five focus groups conducted so far include a desire for increased seating, increased shade and, and spaces designed for typically under-served users. See the graphic below for a summary of the focus group highlights.

UPCOMING ENGAGEMENT OPPORTUNITIES

Additional focus groups are scheduled for October 2021 to discuss park-specific DRAFT recommendations for Hidden Canyon Park and Ralston Ranch Park. Register to participate on the project website, **BelmontPROSplan.com**.

HIDDEN CANYON PARK
Monday, October 18
6:30 pm

RALSTON RANCH PARK
Wednesday, October 20
6:30 pm

The DRAFT Recommendations will also be presented at:

P&R COMMISSION
Wednesday, November 3
7:00 pm

CITY COUNCIL
Tuesday, November 23
7:00 pm

FOCUS GROUP TAKE-AWAYS



SCHOOL DISTRICT / YOUTH SPORTS

- Incentivize school field improvements
- Continued growth in sports field demand
- Interest in synthetic turf



INCLUSIVITY

- Inclusive play elements sized larger (not just for small children)
- Sensory and tactile play
- Protected spaces, but with multiple sightlines and access points



YOUTH

- Hang-out space for youth/teens
- Add seating
- Larger-sized play equipment
- Community tables
- Game areas



SENIORS

- More seating
- More shade
- Generally happy with existing parks



DOG OWNERS

- More shade
- More seating
- More gathering and social spaces
- More waste bins
- Water fountain
- More locations