



City Council Meeting Agenda

Tuesday, May 26, 2026

City Council Chambers
City Hall, One Twin Pines Lane, Belmont, California

General order of Business <ol style="list-style-type: none">1. CALL TO ORDER2. ROLL CALL3. ITEMS BEFORE 7:00 PM - none4. PLEDGE OF ALLEGIANCE5. REPORT FROM CLOSED SESSION - none6. SPECIAL PRESENTATIONS7. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA8. COUNCILMEMBER ANNOUNCEMENTS9. CONSENT BUSINESS10. PUBLIC HEARINGS - none11. GENERAL BUSINESS12. BRIEF VERBAL REPORTS FROM MEMBERS AND STAFF13. MATTERS OF INTEREST/CLARIFICATION14. ADJOURNMENT	City Council <p>Julia Mates, Mayor Cathy Jordan, Vice Mayor Robin Pang-Maganaris, Councilmember Gina Latimerlo, Councilmember Tom McCune, Councilmember</p> Staff <p>Afshin Oskoui, City Manager Scott Rennie, City Attorney Ken Stenquist, Police Chief Grace Castaneda, Finance Director Ann Ritzma, Interim Admin Services Director Carlos deMelo, Community Development Director Kevin Kobayashi, Parks and Recreation Director Edric Kwan, Public Works Director Jozi Plut, City Clerk</p>
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MEETING ATTENDANCE:

Council meetings, unless otherwise noted, are broadcast live to Belmont residents on

1. Comcast Cable Channel 27
2. Streamed live via the City's website at www.Belmont.gov
3. ZOOM <https://belmont-gov.zoom.us/> Meeting ID: 95745673035
4. Attend the meeting in the Council Chambers, Belmont City Hall 2nd floor

PUBLIC COMMENT:

- Public in the Council Chamber present the Clerk a request to speak slip found at the table at the rear of the chamber.
- If participating virtually use the Raise Hand feature to request to speak.
 - 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 Chair.

To submit a written public comment:

E-mail cclerk@belmont.gov before the Council discusses the item, noting the agenda topic or number in the subject line. Comments received up to three hours before the meeting will be distributed to the Council and included in the record but not read aloud during the meeting..

The Mayor has the authority to rule any speaker out of order, including speakers during the Public Comment period; If the subject raised is not within the subject matter jurisdiction of the City Council, during a public hearing or a general business item if the speaker is not presenting testimony or evidence relevant to the matter or if the speaker becomes disruptive to the proceedings and conduct of the meeting.

The Mayor also has the authority to order any person who willfully interrupts the meeting to be removed. All persons are expected to always conduct themselves with civility and courtesy. All persons giving comments shall speak directly to the Council and address issues, not individuals. Personal attacks, cursing and outbursts from the audience in support or opposition to a speaker are not tolerated to foster an environment where everyone feels welcome to speak.

LEVINE ACT:

The Levine Act (California Government Code Section 84308) limits campaign contributions that may be made to elected or appointed City officials (including councilmembers and the mayor) and certain candidates for elective city offices. The Act prohibits an agent of a party from contributing any amount to councilmember while a proceeding for a contract valued at \$50,000 or more, permit, license, or other entitlement for use is pending that does not solely involve purely ministerial decisions. The Act also prohibits parties and participants in the above entitlement proceedings from contributing more than \$500 during the proceeding and for 12 months after the proceeding and requires disclosure of the prohibited contributions. The Act prohibits certain officials, including local elected officials, from taking part in an entitlement proceeding if the official has received a contribution exceeding \$500 from a party or participant in the proceeding within the preceding 12 months. An official is also prohibited from accepting, soliciting, or directing a contribution exceeding \$500 from a party or participant in the proceeding for 12 months after a final decision is rendered in such a proceeding. The law is complex, and this brief description is not legal advice. If you or an agent have made any campaign contributions to a councilmember in the 12 months before a proceeding in which you have an interest or you are contemplating making a contribution within the 12 months after such a proceeding, you are urged to review the Levine Act and consider consulting an attorney. The California Fair Political Practices Commission (FPPC) is responsible for administering the Levine Act. More information about the Act and its implementing regulations can be found on the FPPC’s website here: <https://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html>

ACCESSIBILITY

If you need assistance to participate in this meeting, please contact the City Clerk at (650) 595-7413. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

AGENDA POSTING: I declare a copy of this agenda was posted at City Hall, One Twin Pines Lane, and the City's website www.Belmont.gov Date: _____ Time: _____ /s/:

City of Belmont
City Council Regular Meeting Agenda
May 26, 2026
City Council Chambers
City Hall, One Twin Pines Lane, Belmont, California

NOTICE REGARDING MEETING SCHEDULE

The City Council may meet prior to 7:00 PM for Study Sessions, Closed Sessions, or other Special Topics. All other business will commence at 7:00 PM as a time-certain agenda item.

1. CALL TO ORDER

2. ROLL CALL

3. ITEMS BEFORE 7:00 PM - none

A. CLOSED SESSION

B. STUDY SESSION

The public will have an opportunity to address the City Council concerning this item.

C. SPECIAL SESSION/OTHER TOPICS

ITEMS STARTING AT 7:00 PM

4. PLEDGE OF ALLEGIANCE

5. REPORT FROM CLOSED SESSION - none

6. SPECIAL PRESENTATIONS

A. Proclamation Observing National Mental Health Awareness Month

B. Proclamation Observing National Public Works Week and APWA Award Presentations

C. Proclamation Observing Public Safety Week

D. Police Department Awards and Oath of Office

7. 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.

8. COUNCILMEMBER ANNOUNCEMENTS

9. CONSENT BUSINESS

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

A. Monthly Financial Report - March 2026

Attachments:

[Monthly Report](#)

B. Approval of Minutes

Recommendation: Consider modifications and approve minutes.

Attachments:

[April 28, 2026 Meeting Minutes](#)

C. Approval of New and Revised Job Descriptions in the Community Development Department

Recommendation: Adopt a resolution approving updated job descriptions within the Planner classification series and establishing the new Planning Manager classification in the Community Development Department.

Attachments:

[Staff Report](#)

[Resolution](#)

[Job Descriptions](#)

[Master Pay Schedule 2026](#)

D. Task Order with Kimley-Horn and Associates, Inc. for Community Outreach and Preliminary Engineering Services for the Ralston Avenue Corridor Improvements Segment 4 Project

Recommendation: Motion authorizing the City Manager to negotiate and execute an agreement with Kimley-Horn and Associates, Inc. in an amount not to exceed \$250,978 to provide professional engineering services for the Ralston Avenue Corridor Improvements Segment 4 Project.

Attachments:

[Staff Report](#)

[Scope & Cost](#)

E. Service Agreement with Kimley-Horn and Associates, Inc. for the Belmont Transportation Master Plan

Recommendation: Motion authorizing the City Manager to negotiate and execute an agreement with Kimley-Horn and Associates, Inc. for an amount not to exceed \$755,586.98 to provide transportation engineering services for the Belmont Transportation Master Plan

Attachments:

[Staff Report](#)

[TMP Scope of Work & Cost](#)

F. 4 Laurel Court - Permanent Encroachment Agreement

Recommendation: Adopt a resolution approving a Permanent Encroachment Agreement to allow construction of a new concrete retaining wall within the public right-of-way at 4 Laurel Court (APN 044-221-050) to replace an existing wood retaining wall.

Attachments:

[Staff Report](#)

[Resolution](#)

[Site Plan Details](#)

G. City Vehicle Purchases for Fiscal Year 2026

Recommendation: Adopt a resolution authorizing the City Manager to execute contracts for the acquisition of one Public Works truck, two Police vehicles, and associated vehicle equipment for a total amount not to exceed \$233,263.

Attachments:

[Staff Report](#)
[Resolution](#)

H. Hallmark-Crestview Fire Access Gate Memorandum of Understanding with the City of San Carlos

Recommendation: Adopt a resolution authorizing the City Manager to negotiate and execute a Memorandum of Understanding (MOU) with the City of San Carlos, including contributing 50 percent cost of upgrading the existing gate at the end of Hallmark Drive.

Attachments:

[Staff Report](#)
[Resolution](#)
[MOU of Understanding](#)

I. 2023 Pavement Project –Revised Notice of Completion

Recommendation: Adopt a resolution reauthorizing the issuance of a Notice of Completion for the 2023 Pavement Project, City Contract Number 2022-613, for a revised final construction contract amount of \$3,198,216.50.

Attachments:

[Staff Report](#)
[Resolution](#)

J. Annual Review of the Police Department’s Military Equipment Use Policy in Accordance with Assembly Bill 481

Recommendation: Receive the Police Department’s Annual Military Equipment Report; and adopt a resolution approving the Belmont Police Department’s 2025 Military Equipment Report.

Attachments:

[Staff Report](#)
[Policy Manual](#)
[Military Equipment List](#)

10. PUBLIC HEARINGS - none

11. 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. Declaration of City Owned Properties as Exempt Surplus Land

Recommendation: Adopt a resolution declaring the city-owned property located at 1000 O’Neill Ave as exempt surplus land under the Surplus Lands Act (SLA) and finding the action exempt from the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15061(b)(3), for the purpose of correcting Resolution No. 2025-18 related to parcel square footage and the associated plat/lot map exhibit.

Attachments:

[Staff Report](#)
[Resolution](#)
[Lot Merger](#)

B. Introduction of the Proposed Fiscal Year 2026-27 Budget

Recommendation: Discuss and provide direction regarding the proposed fiscal year (FY) 2026-27 budget. A public hearing has been set for June 9, 2026 to consider budget adoption.

Attachments:

[Staff Report](#)

12. BRIEF VERBAL REPORTS FROM MEMBERS AND STAFF

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

B. Verbal report from City Manager

13. 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.

14. ADJOURNMENT

ADA Notice: If you require assistance to participate in this meeting, please contact the City Clerk at (650) 595-7413 in advance so reasonable accommodations can be arranged.

Agenda Materials: Meeting materials are available at www.belmont.gov. Documents distributed to a majority of the City Council, District Board, or Commission regarding agenda items will be available at the City Clerk's Office, One Twin Pines Lane, during normal business hours and at the meeting.