

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



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**CITY COUNCIL REGULAR MEETING AGENDA**

**Tuesday, December 12, 2023**

**7:00 PM**

City Council Chambers

City Hall, One Twin Pines Lane, Belmont, California

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](http://www.Belmont.gov). The public may also attend the meeting in the Chambers and address the Council from the Chambers.

**PUBLIC COMMENT:**

To maximize time for live public comment, we encourage members of the public to provide comments by joining the Committee 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 Committee Chair.

If you wish to submit written public comment, you may send an email to [cclerk@belmont.gov](mailto: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. HIP Housing Presentation of Calendar Art Participants and Annual Update**

**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. Approval of Minutes

*Recommendation:* Consider Modifications and Approve Minutes

*Attachment(s):*

[City Council Special and Regular Meeting November 28, 2023](#)  
[BFPD November 28, 2023](#)

### B. Monthly Financial Reports - October 2023

*Recommendation:* Motion to approve October 2023 Monthly Financial Reports

*Attachment(s):*

[Monthly Financial Reports - October 2023](#)

### C. Second Reading of Council Salary Ordinance Amendment

*Recommendation:* Approve an Ordinance to amend the Belmont City Code Chapter 2, Article 1, Section 2-3 to increase the salary of city council members from \$390 per month to \$950 per month as authorized by Government Code Section 36516 and the elected mayor is to receive the same salary as a member of the city council plus an additional amount equal to 10% percent of the salary. The salary change would be effective following the next regular election in November 2024.

*Attachment(s):*

[Ordinance](#)

### D. Memorandum of Understanding with the Harbor Industrial Sewer Maintenance District

*Recommendation:* Adopt a resolution authorizing the City Manager to enter into a Memorandum of Understanding (MOU) with the Harbor Industrial Sewer Maintenance District (HISMD) to evaluate the feasibility of the City assuming responsibility for the conveyance and treatment of sewer services in the Harbor Industrial Area

*Attachment(s):*

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

### E. Amendment No. 4 to the Service Agreement for Building Inspection Services from 4 Leaf, Inc.

*Recommendation:* Adopt a resolution authorizing the City Manager to execute Amendment No. 4 to the service agreement with 4 Leaf, Inc. to provide building inspection services.

*Attachment(s):*

[Staff Report](#)  
[Resolution](#)  
[Service Rates - FY23-24](#)  
[Task Order for Belmont Inspection Services](#)

F. **Service Agreement with Kimley-Horn for Regional Commercial (RC) General Plan/Zoning Text Amendment Environmental Consulting Services**

*Recommendation:* Adopt a resolution authorizing the City Manager to enter into a Services Agreement with Kimley-Horn for Regional Commercial (RC) General Plan/Zoning Text Amendment Environmental Services

G. **Ralston Avenue Pavement Rehabilitation Project Notice of Completion**

*Recommendation:* Adopt a resolution accepting the work and authorizing the issuance of a Notice of Completion for the Ralston Avenue Pavement Rehabilitation Project, City Contract Number 2023-622

*Attachment(s):*

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

H. **Hiller Street Lift Station Capacity Enhancement Project**

*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 \$2,537,500 plus a ten percent construction contingency for an amount not-to-exceed \$2,791,250, and authorize an engineering services agreement with BKF Engineers for bidding and construction support engineering services associated with the Hiller Lift Station Capacity Enhancement Project (CCN 2024-629) in the amount of \$240,000

*Attachment(s):*

[Staff Report](#)  
[Resolution](#)  
[Hiller Street Construction Support Services Proposal](#)

8. **PUBLIC HEARINGS (None)**

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. **Council Year End Presentation**

B. **Appointment of Vice Mayor and Council Intergovernmental Assignments for Calendar Year 2024**

*Recommendation:* (1) Motion to appoint a Vice Mayor for 2024 and  
(2) Consider changes to and motion to approve the City Council Intergovernmental Assignments for calendar year 2024

*Attachment(s):*

[Staff Report](#)  
[2023 Intergovernmental Assignment List](#)  
[Council Protocols](#)

**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. 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](http://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.*