



## City Council Meeting Agenda

Tuesday, December 9, 2025

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

### General order of Business

1. CALL TO ORDER
2. ITEMS BEFORE 7:00 PM
3. PLEDGE OF ALLEGIANCE
4. REPORT FROM CLOSED SESSION  
(none)
5. SPECIAL PRESENTATIONS
6. PUBLIC COMMENTS ON ITEMS NOT  
ON THE AGENDA
7. COUNCILMEMBER ANNOUNCEMENTS
8. CONSENT BUSINESS
9. PUBLIC HEARINGS (none)
10. GENERAL BUSINESS
11. BRIEF VERBAL REPORTS FROM  
MEMBERS AND STAFF
12. MATTERS OF  
INTEREST/CLARIFICATION
13. ADJOURNMENT

### City Council

Julia Mates, Mayor  
Robin Pang-Maganaris, Vice Mayor  
Gina Latimerlo, Councilmember  
Tom McCune, Councilmember  
Cathy Jordan, Councilmember

### Staff

Afshin Oskoui, City Manager  
Scott Rennie, City Attorney  
Kathy Kleinbaum, Assistant City Manager  
Ken Stenquist, Police Chief  
Grace Castaneda, Finance Director  
Ann Ritzma, Interim Admin Services Director  
Carlos deMelo, Community Development Director  
Brigitte Shearer, Parks and Recreation Director  
Edric Kwan, Public Works Director  
Jozi Plut, City Clerk

### 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](http://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](mailto: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](http://www.Belmont.gov) Date: \_\_\_\_\_ Time: \_\_\_\_\_ /s/:

**City of Belmont**  
City Council Regular Meeting Agenda  
December 9, 2025  
City Council Chambers  
City Hall, One Twin Pines Lane, Belmont, California

**Amended Agenda - Title Correction to Attachment 8D**

**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**

- Roll Call

**2. ITEMS BEFORE 7:00 PM**

**A. CLOSED SESSION (none)**

**B. STUDY SESSION (none)**

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

**C. SPECIAL SESSION/OTHER TOPICS (6:30 PM)**

**i. Community Service Award Presentation**

**ii. Beautiful Belmont Awards Presentation**

**ITEMS STARTING AT 7:00 PM**

**3. PLEDGE OF ALLEGIANCE**

**4. REPORT FROM CLOSED SESSION (none)**

**5. SPECIAL PRESENTATIONS**

**A. State Legislative Update - Assembly Member Diane Papan**

**B. Proclamation Recognizing Outgoing Poet Laurette**

**C. Proclamation Recognizing Administrative Services Director Ann Ritzma Upon Her Retirement**

**D. Belmont Police Oath of Office**

**E. Belmont Centennial Planning Update**

**6. 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.*

## 7. COUNCILMEMBER ANNOUNCEMENTS

## 8. 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 modification and approve minutes.

*Attachments:*

[November 25, 2025 Minutes](#)

### B. Revised Master Employee Pay Schedule – December 2025

*Recommendation:* Adopt a resolution to amend the City’s Master Employee Pay Schedule to maintain ongoing compliance with California Public Employees’ Retirement System (CalPERS) requirements.

*Attachments:*

[Staff Report](#)

[Resolution](#)

[Exhibit A](#)

### C. 800 Laurel Ave Permanent Encroachment – PG&E Utility Pole

*Recommendation:* Adopt a resolution approving a Permanent Encroachment Agreement for the 800 Laurel Avenue townhome development project to allow for the relocation of an existing utility pole from the intersection of Laurel Avenue and Hill Street to the public right-of-way in front of Garden Hills Apartments at 941 Hill Street.

*Attachments:*

[Staff Report](#)

[Resolution](#)

[Exhibit A](#)

### D. Authorize a Contract with InCharge Energy, Inc. for Design, Construction, and Maintenance of Electric Vehicle Chargers at Three City Sites

*Recommendation:* Motion to authorize the City Manager to negotiate and execute a contract with InCharge Energy, Inc. for the design, construction, and maintenance of electric vehicle chargers at three City sites in the amount of \$301,367.33 and to authorize a 15 percent construction contingency in the amount of \$45,000.

*Attachments:*

[Staff Report](#)

[Proposal](#)

### E. Second reading of text amendments to the Belmont Zoning Ordinance Section 2 (Definitions), Section 4 (Residential), Section 5A (Corridor Mixed Use-CMU), Section 8 (Parking), Section 9.54 (Accessory Buildings), Section 10 (Procedures), Section 13 (Design Review), and Section 31 Village District (partial, Sec. 31.6 and 31.7 only)

*Recommendation:* Approve an Ordinance (Second Reading) amending Belmont Zoning Ordinance Section 2 (Definitions), Section 4 (Residential), Section 5A (Corridor Mixed Use-CMU), Section 8 (Parking), Section 9.54 (Accessory Buildings), Sections 10 (Procedures), Section 13 (Design Review), and Section 31 (Village) with such amendments related to implementation of the certified Housing Element, development standards in the Corridor Mixed Use District, consolidation of parking requirements into one section of the Belmont

Zoning Ordinance, and other updates to clarify zoning regulations and improve implementation.

*Attachments:*

[Staff Report](#)

[Ordinance](#)

**F. Harbor Industrial Area Specific Plan - Amendment to Services Agreement**

*Recommendation:* Authorize the City Manager to negotiate and execute an amendment to the Services Agreement with Good City Company for the completion of the Harbor Industrial Area Specific Plan and Environmental Impact Report (EIR).

*Attachments:*

[Staff Report](#)

[Attachment A](#)

**9. PUBLIC HEARINGS (none)**

**10. 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. Appointment of Vice Mayor and Council Intergovernmental Assignments for Calendar Year 2026**

*Recommendation:* 1. Appoint a Vice Mayor for Calendar Year 2026 in accordance with the City Council Protocols.

2. Review and approve the City Council Intergovernmental Assignments for Calendar Year 2026, including any modifications desired by the Council.

3. Consider the formation of a City Council Ad Hoc Housing & Long-Range Planning Subcommittee and appoint two Councilmembers should the Council choose to establish this new body.

*Attachments:*

[Staff Report](#)

[Exhibit A](#)

**B. Reappointment to Mosquito and Vector Control District**

*Recommendation:* The City Council to discuss and decide whether to reappoint Chuck Cotten to the San Mateo County Mosquito and Vector Control District and determine whether the appointment should be for a two-year or four-year term.

*Attachments:*

[Staff Report](#)

[Exhibit A](#)

[Exhibit B](#)

**11. BRIEF VERBAL REPORTS FROM MEMBERS AND STAFF**

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

**B. Verbal report from City Manager**

**12. 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.*

### **13. ADJOURNMENT**