



City Council Meeting Agenda

Tuesday, May 13, 2025

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

General order of Business

1. ITEMS BEFORE 7:00 PM
2. CALL TO ORDER
3. PLEDGE OF ALLEGIANCE
4. REPORT FROM CLOSED SESSION
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 (none)
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
Nisha Patel, 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
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 13, 2025
City Council Chambers
City Hall, One Twin Pines Lane, Belmont, California

NOTE-Virtual/ZOOM participation will not be available for this meeting.

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. ITEMS BEFORE 7:00 PM

2. CALL TO ORDER

- Roll Call

A. CLOSED SESSION (6:45 PM)

Conference with Legal Counsel - Anticipated Litigation

Significant exposure to litigation under Government Code Section 54956(d)(2): one case. The City and CP VII 815 Belmont, LLC, a subsidiary of Carmel Partners, have a cost sharing agreement for certain costs related to construction of public improvements for Carmel's 815 Old County Road apartment project. Carmel hired McGuire and Hester to construct the improvements. A dispute has arisen between McGuire and Carmel related to the cost of construction (San Mateo County Superior Court 25-CIV-00267)

B. STUDY SESSION (none)

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

C. SPECIAL SESSION/OTHER TOPICS (none)

ITEMS STARTING AT 7:00 PM

3. PLEDGE OF ALLEGIANCE

4. REPORT FROM CLOSED SESSION

5. SPECIAL PRESENTATIONS

A. Belmont Community Foundation Presentation

B. Belmont Fire Hazard Severity Zone Maps (LRA) and Ordinance Updates

Attachments:

[Presentation](#)

C. Proclamation in Recognition of Jewish American Heritage Month

D. Proclamation in Recognition of Asian American Pacific Islander National Heritage Month

E. Proclamation Recognition of National Public Works Week

F. Proclamation in Recognition of Municipal Clerks Week

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 modifications and approve minutes

Attachments:

[April 8, 2025 Meeting Minutes](#)

[April 22, 2025 Meeting Minutes](#)

B. Second Reading of Indemnity Requirements for Approvals, Encroachments, and Right of Way Maintenance

Recommendation: Motion to approve Ordinance

Attachments:

[Indemnity Ordinance](#)

C. Monthly Financials-February 2025

Recommendation: Motion to approve the February Monthly Financials

Attachments:

[Monthly Financial Reports](#)

D. Salson Trail Culvert Replacement Project – Plans and Specifications Approval, Bid and Construction Award Authorization, Design Task Order Amendment, and Construction Management Task Order Authorization

Recommendation: Adopt a resolution approving plans and specifications, authorizing advertisement for sealed bids, authorizing the City Manager to negotiate and execute a contract with the lowest responsible and responsive bidder for an amount not to exceed \$554,321 plus a ten percent construction contingency, approving a design task order amendment with Mott MacDonald Group, Inc. for an amount not to exceed \$93,142, approving a task order for construction management services with MNS Engineers, Inc. for an amount not to exceed \$90,655 for the Salson Trail Culvert Replacement Project, City Contract Number 2025-639; and appropriate budget funds to the Salson Trail Culvert Replacement Project

Attachments:

[Staff Report](#)

[Resolution](#)

[Plans](#)

[Specifications](#)

E. Twin Pines Park Belmont Creek Restoration Project – Tree Removal Notice of Completion

Recommendation: Adopt a resolution accepting the construction work and authorizing the issuance of a Notice of Completion for the Twin Pines Park Belmont Creek Restoration Project – Tree Removal, City Contract Number 2024- 064, recording of Notice of Completion, and release of retention 35 days after recording Notice of Completion

Attachments:

[Staff Report](#)

[Resolution](#)

F. Senate Bill 1 (SB 1) Local Streets and Roads Project List FY 2025-2026

Recommendation: Adopt a resolution approving a list of proposed projects for fiscal year (FY) 2025-2026 funded by the Road Repair and Accountability Act of 2017

Attachments:

[Staff Report](#)

[Resolution](#)

[Attachment B - Street List](#)

G. CSG Master Service Agreement (MSA) Renewal and Building Plan Review Services Task Order #1

Recommendation: Adopt a motion authorizing the City Manager to negotiate and execute a Master Service Agreement (MSA) with CSG Consultants, Inc., and Task Order #1 in an amount not to exceed \$130,000, for Building Plan Review Services

Attachments:

[Staff Report](#)

9. PUBLIC HEARINGS (none)

10. GENERAL BUSINESS (none)

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.

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