



Amended City Council Meeting Agenda

Tuesday, September 23, 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

Amended 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
September 23, 2025
City Council Chambers
City Hall, One Twin Pines Lane, Belmont, California

Amended Agenda - Attachment to Agenda Item 10A and Additional Item 10B

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 (none)

ITEMS STARTING AT 7:00 PM

3. PLEDGE OF ALLEGIANCE

4. REPORT FROM CLOSED SESSION (none)

5. SPECIAL PRESENTATIONS

A. Age Friendly Action Plan

Attachments:

[Belmont Action Plan Presentation](#)

B. Proclamation and Presentation Designating October 5-11 as Fire Prevention Week

Attachments:

[Fire Prevention Week Presentation](#)

C. Proclamation Designating September 22-26 as Stormwater Awareness Week

D. Proclamation Observing October as Indigenous People's Month

E. Proclamation Designating October as Domestic Violence Awareness Month

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:

[Meeting Minutes July 8, 2025](#)

[Meeting Minutes August 26, 2025](#)

B. Belmont City Code Cleanup, Updates, and Enforcement Amendments

Recommendation: Adopt an ordinance conforming the City Code to organizational changes, updating construction contracting award thresholds, streamlining and repealing unneeded city regulations, amending fireworks regulations, and adding requirements for the management of property.

Attachments:

[Ordinance](#)

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. Silicon Valley Clean Water (SVCW) Capital Improvement Program (CIP) Update

Recommendation: Receive an informational update on Silicon Valley Clean Water (SVCW)'s capital improvement program (CIP) and related financing plan.

Attachments:

[Staff Report](#)

[Presentation SVCW-PFM](#)

B. Designation of Voting Delegate and Alternate for League of California Cities Annual Conference October 8-10, 2025

Recommendation: Staff recommends that the City Council, by motion, name a voting delegate and alternate for the upcoming League of California Cities (Cal Cities) Annual Conference, and provide direction to the voting delegate regarding the resolution to be considered at the Conference Business Meeting.

Attachments:

[Staff Report](#)

[2025 Voting Delegate Information Packet](#)

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

Belmont

Age-Friendly Action Plan

September 2025



Center for Age-Friendly Excellence

**The “Age-Friendly” movement
was first developed by the
World Health Organization (WHO)
through a research project to examine
the experiences of older people living in urban
environments.**



World Health
Organization

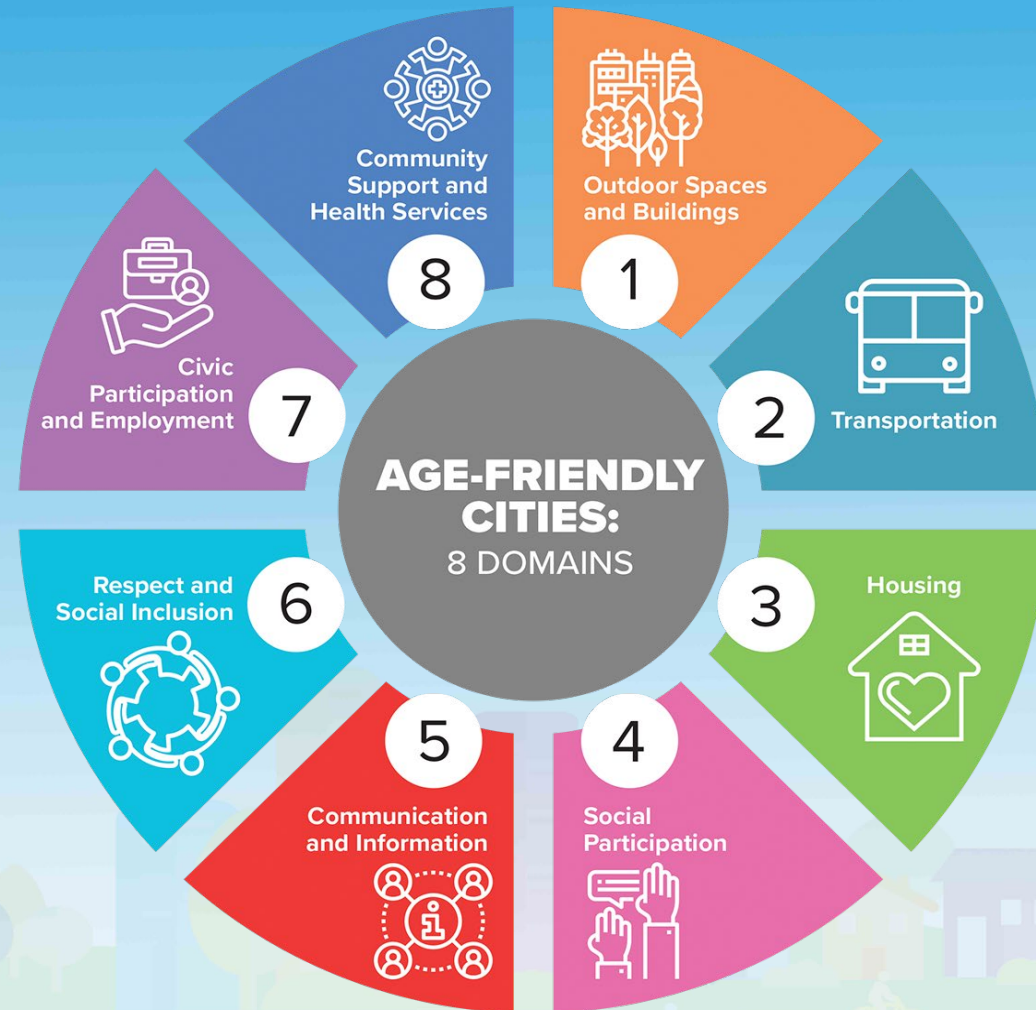


SAN MATEO COUNTY
AGE-FRIENDLY COMMUNITIES



NONPROFIT
INCUBATOR
PROGRAM

Eight Domains of Livability



Age-Friendly Action Plan

- Document encompassing a five-year process of assessing and gathering information, interviewing community members, and prioritizing potential projects to implement and establish an Age-Friendly community.
- Roadmap for communities to develop initiatives to make a city a better place to age gracefully, thrive, and be independent.

Center for Age-Friendly Excellence

- **City-wide survey was disseminated to gather input about the unmet needs of older adults in Belmont.**
- **Belmont developed their own survey, and it was promoted from March 2024-July 2024**
- **229 surveys were collected.**

Assessment

- Belmont initially held five focus groups in 2022 before becoming Age-Friendly certified September 2022.
- CAFE conducted two additional focus group meetings in February and March 2025 with extensive discussion related to the needs of older adults.

Assessment (Cont.)

- Service providers and residents from the community participated in these groups.
- In-depth discussions focused on discovering unmet needs in the older adult community from their perspective. CAFE prioritized the residents' ideas for potential projects to address these needs (Refer to link under Appendix A).

Recent Assessments

- **The Action Plan is a living document. It is not static, but will continually evolve in order to ensure relevance and effectiveness in supporting older adults.**
- **Focus group discussions focused on all eight domains, in addition to a domain CAFE developed: Emergency Services.**
- **Interviews with staff were conducted with various departments February 2025.**



Domain 1: Outdoor Spaces and Buildings



GOAL: Provide inclusive, safe, healthy outdoor and indoor environments, empower older adults to live independently, and promote aging.

- Educate the public about about continuing improvements that make the parks more accessible and safer.
- Develop a senior ad hoc subcommittee to discuss and research more comfortable seating, “Age Friendly Furniture” for parks and other open space areas.



Domain 2: Transportation



GOAL: Enforce traffic safety and improve mobility options for older adults.

- Educate older adults on various transportation resources and develop an age-friendly page on the city website with transportation resource subheading.
- Increase education on pedestrian, bike and auto safety.



Domain 3: Housing



GOAL: To provide resources and options for older adults to age in place, in addition to gathering input from residents on future housing policies.

- Provide, educate, and disseminate information to increase awareness of available affordable housing options and promote a mix of diverse housing.
- Ensure adults have an opportunity to engage in future planning.



Domain 4: Social Participation



GOAL: Provide opportunities that support social interaction and promote respect for all ages, abilities, and cultures.

- Offer a broader spectrum of activities, programs and social activities for older adults.
- Offer activities and events that support intergenerational interaction.



Domain 5: Communication and Information

GOAL: Ensure access to information about resources and activities for older adults is available at centralized locations, widely distributed, and in multiple languages.

- Provide classes, technology training, and support that improves the digital literacy of older adults.
- Increase accessibility to computers, WiFi, and tech classes.
- Increase outreach to the senior community in areas where they gather.



Domain 6: Respect and Social Inclusion



GOAL: Provide an environment that promotes inclusivity and respect for the community's older residents.

- Offer intergenerational activities and events so both young and old can learn from each other; include cultural diversity.
- Offer opportunities that encourage cultural arts and events that celebrate diversity.



Domain 7: Civic Participation/Employment

GOAL: Provide opportunities for older adults to actively contribute to the community decision-making process and remain engaged through meaningful work and volunteerism.

- Broaden promotion and availability of opportunities for older residents to volunteer or find employment.
- Provide City information in formats that increase opportunities for older adults to access and participate conveniently.



Domain 8: Community Support & Health Services



GOAL: Provide an environment with programs and resources that support aging in the community with a positive quality of life.

- Increase awareness of available resources in San Mateo County such as the Help at Home resource guide, Medical Equipment Loan Program, and Transportation booklet.
- Provide more workshops for older adults (financial scamming, estate planning, advanced directives, and medical health related workshops).



Emergency Services



GOAL: Educate and ensure older adults are aware and included in emergency preparedness operations.

- Provide emergency preparedness training for older adults throughout the City and establish, promote, and maintain emergency-related programs and activities.
- Encourage residents to attend the annual disaster preparedness day hosted by the San Mateo County Department of Emergency Preparedness.

Appendices

- **Potential Age-Friendly projects**
- **Current Age-Friendly practices**
- **City of Belmont history**
- **City Government**
- **Demographic Profile**
- **AARP Livability Index**
- **Acknowledgement and Resource Pages**

Process

- In September 2022, the City of Belmont officially joined the AARP/WHO network. The process began in April 2022.
- In December 2024, CAFE and Parks and Recreation Staff met to start the process in developing an Age-Friendly Action Plan with the goal to complete the Action Plan by November 2025.

Process

- In July 2025, Parks and Recreation Department reviewed the Action Plan.
- In August 2025, multiple staff from various departments and task force members reviewed the Action Plan.
- In September 2025, the plan is to be presented to the Belmont City Council.
- In October 2025, the Action Plan will be reviewed by the AARP (American Association of Retired Persons).
- In November, expect approval by the AARP.

Center for Age-Friendly Excellence

Questions?



Fire Prevention Week 2025

San Mateo Consolidated Fire Department



History of Fire Prevention Month

- The Great Chicago Fire started October 8, 1871
- More than 250 died, 100,000 were left homeless, at least 17,400 structures destroyed, and 2,000+ acres of land burned
- In 1925, President Calvin Coolidge proclaimed Fire Prevention Week a national observance
- Fire Prevention Month is the longest running public health observance in the country



2025 Fire Prevention Week Theme

CHARGE
into Fire Safety™

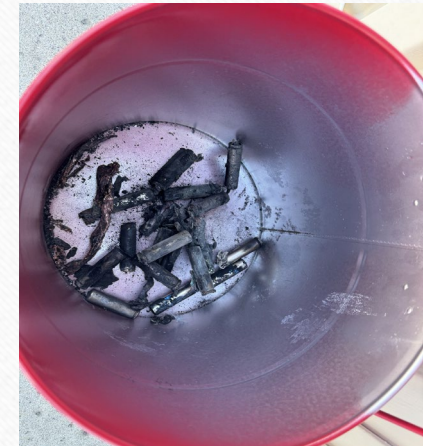
**Lithium-Ion Batteries
in Your Home**

- **BUY** only listed products.
- **CHARGE** devices safely.
- **RECYCLE** batteries responsibly.



**NFPA**
FIRE PREVENTION WEEK™
fpw.org

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San Mateo Consolidated Fire Open House 2025

Saturday, October 11, 2025
10AM - 2PM
1040 E Hillsdale Blvd, Foster City



This event is not sponsored by San Mateo-Foster City School District

Highlights Include:

- Fire Engines
- Police Cars
- Public Works Trucks
- Live Demonstrations
- Emergency Preparedness Talks
- Build a Mini First Aid Kit*

*12 & under with ticket, while supplies last

This event is free for San Mateo, Foster City, and Belmont residents. Space is limited, so register for a time slot when you get your FREE ticket!

Tickets are required.
Register for FREE at
<https://formurl.com/to/SMCFDOpenHouse2025>



Thank you!



City of Belmont City Council Regular Meeting Minutes
City Council Chambers, City Hall, One Twin Pines Lane, Belmont, California

July 8, 2025

1. CALL TO ORDER 6:15 PM

Roll Call:

Councilmembers Present: Latimerlo, McCune, Pang-Maganaris Mates

Councilmembers Absent: Jordan

2. ITEMS BEFORE 7:00 PM

A. CLOSED SESSION 6:15 PM

Public Employee Performance Evaluation Government Code Section 54957(b)

Titles: City Manager, City Attorney

B. STUDY SESSION (none)

C. SPECIAL SESSION/OTHER TOPICS (none)

3. PLEDGE OF ALLEGIANCE

Led by Mayor Mates.

4. REPORT FROM CLOSED SESSION

City Attorney Rennie stated that no reportable action was taken at the previously held closed session.

5. SPECIAL PRESENTATIONS

A. National Night Out

Police Chief Stenquist provided a brief background on National Night invited the community to participate.

6. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Guliano Carlini commented on bicycle riding infrastructure.

Julie Alsaegh commented on certificate of compliance for lot sales.

Shie Wiu commented on pedestrian walkway safety.

Upon Discretion of Council- Late Public Comment Allowed

Belmont Resident commented on Texas catastrophic midland Texas and sending Council support.

7. COUNCILMEMBER ANNOUNCEMENTS

Councilmember Latimerlo Highlighted Lemonade Day July 12, 2025, and City of San Carlos 100-year Anniversary.

Vice Mayor Pang-Maganaris reminded residents of the final concert in the park. she noted that the BelMateo Babe Ruth 15 yrs won the State Championship and heading to the Regionals. Councilmember McCune reminded residents of Hallmark area construction.

8. CONSENT BUSINESS

- A. Resolution 2025-48** Approving a permanent encroachment agreement for a utility cabinet within the public right-of-way on the frontage of 901 Alameda de las Pulgas.
- B. Resolution 2025-49** Approving a resolution approving a Permanent Encroachment Agreement to allow the construction of an above ground utility cabinet within the public right-of-way adjacent to 2369 Lyall Way.
- C. Resolution 2025-50** Approving a resolution approving the Memorandum of Understanding between the City of Belmont and the American Federation of State, County and Municipal Employees for the period July 1, 2025, through June 30, 2029
- D. Resolution 2025-51** Approving a resolution approving revisions to the City Clerk Classification and salary range.
- E. Motion** authorizing the City Manager to negotiate and execute a grant agreement with Peninsula Clean Energy for the purchase and installation of electric vehicle (EV) chargers at municipal facilities and authorizing advertisement for sealed bids.
- F. Resolution 2025-52** Approving a resolution to amend the City's Master Employee Pay Schedule to ensure continued compliance with California Public Employees' Retirement System (CalPERS) requirements.
- G. Motion** authorizing the City Manager to negotiate and execute a Service Agreement with 4 Leaf, Inc. to provide building inspection services for a total not to exceed \$265,000.
- H. Motion** authorizing the City Manager to negotiate and execute Amendment #1 to Task Order #1 with CSG Consultants, Inc. for Building Plan Review Services to authorize an additional \$258,000 expenditure for Fiscal Year 24-25 and Task Order #2 for a total expenditure of \$420,000 for Fiscal Year 25-26.
- I. Motion** authorizing an ordinance of the City of Belmont ratifying SMC Ordinance 2025-002 adopting the Local Responsibility Area (LRA) Fire Hazard Severity Zone (FHSZ) classification map applicable to the city as recommended by the California State Fire Marshal and ratifying SMC Ordinance 2025-001 amending California Fire Code regulations applicable to the FHSZ classifications.
- J. Motion** adopting an ordinance of the City of Belmont ratifying SMC Ordinance 2025-002 adopting the Local Responsibility Area (LRA) Fire Hazard Severity Zone (FHSZ) classification map applicable to the city as recommended by the California State Fire Marshal and ratifying SMC Ordinance 2025-001 amending California Fire Code regulations applicable to the FHSZ classifications.

- K. Motion presenting the revised Strategic Communications Plan incorporating Council's requested edits for final approval.

No public comment received.

City Attorney read the title of the ordinance to be approved.

ACTION: On a motion made by Vice Mayor Pang-Maganaris and seconded by Councilmember McCune unanimously approved by a roll call vote (4-0-1 Jordan absent).

9. PUBLIC HEARINGS (none)

10. GENERAL BUSINESS

A. Approving the Updated Sewer System Management Plan (SSMP) in Compliance with Statewide General Waste Discharge Requirements (WDR), Order No. 2022-0103-DWQ

Presentation made by Public Works Director Patel.
Council discussion ensued.
No public comment received.

ACTION: On a motion made by Vice Mayor Pang-Maganaris and seconded by Councilmember Latimerlo resolution 2025- approving the updated Sewer System Management Plan per the Statewide General Waste Discharge Requirements was unanimously approved by a roll call vote (4-0-1).

11. BRIEF VERBAL REPORTS FROM MEMBERS AND STAFF

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

Councilmembers reported on their assignments.

B. Verbal report from City Manager

City Manager Oskoui reported on upcoming summer events.

12. MATTERS OF INTEREST/CLARIFICATION

**Submitted by,
Mara Perez, Deputy City Clerk**

Meeting was video recorded.

CITY COUNCIL REGULAR MEETING MINUTES

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

AUGUST 26, 2025

1. CALL TO ORDER 6:30 PM

ROLL CALL

COUNCILMEMBERS PRESENT: McCune, Jordan, Latimerlo, Pang-Maganaris, Mates

COUNCILMEMBERS ABSENT: None

2. ITEMS BEFORE 7:00 PM

A. CLOSED SESSION - 6:30 PM

Public Employee Performance Evaluation Government Code Section 54957(b)

Titles: City Manager, City Attorney

Adjournment at this time being 7:00PM

B. STUDY SESSION (none)

C. SPECIAL SESSION/OTHER TOPICS (none)

ITEMS STARTING AT 7:00 PM

3. PLEDGE OF ALLEGIANCE

Led by Mayor Mates

4. REPORT FROM CLOSED SESSION

City Attorney Rennie that no reportable action was taken at the previously held closed session.

5. SPECIAL PRESENTATIONS

A. National Night Out Recap

Police Captain Lotti provided a summary of the events that comprised the 2025 National Night Out.

B. San Mateo Daily Journal 25th Anniversary Recognition

Mayor Mates read the proclamation.

Jon Mays, San Mateo County Journal Editor thanked the Council for the recognition.

6. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

William Blight, Belmont resident commented on sewer lateral issue at his residence.

Guliano Carlini, commented on the upcoming AYSO season.

7. COUNCILMEMBER ANNOUNCEMENTS

Councilmembers provided updates on events sponsored by the City and surrounding Communities.

8. CONSENT BUSINESS

A. May 2025 Financial Report

B. Resolution 2025-54 accepting Belmont Library Interior Painting and Flooring Project Notice of Completion

C. Resolution 2025-55 approving the new Senior Management Analyst classification and salary range and adjusting the Payroll Manager salary range.

D. Resolution 2025-56 accepting the work and authorizing the issuance of a Notice of Completion for Ralston Avenue Adaptive Signal Control Technology System Project, Cabinet Relocation, City Contract Number 2023-623.

E. Resolution 2025-57 authorizing the City Manager to submit an application and execute other documents necessary for Cycle 3 San Mateo County Transportation Authority (SMCTA) Measure A Alternative Congestion Relief (ACR) and Measure W Transportation Demand Management Program Funding, making performance commitments, and authorizing expenditure of funds for the Belmont Transportation Demand Management Reform Project.

F. Service Agreement MNS Engineers, Inc., (MNS) for an amount not to exceed \$374,895 to provide transportation engineering services for the O'Neill Avenue Railroad Undercrossing Feasibility Study Project.

G. Resolution 2025-58 authorizing the City Manager to negotiate and execute Caltrans Sustainable Transportation Planning Grant Agreement, and any amendments thereto within the limits of the approved budget and funds appropriated for that purpose, with the California Department of Transportation for the City of Belmont Transportation Master Plan.

H. Service Agreement MNS Engineers, Inc. (MNS) for an amount not to exceed \$228,720 to provide design, bidding, and engineering services during construction services for the 2026 Sanitary Sewer Rehabilitation Project.

I. Agreement Pavement Engineering Inc. to provide design and construction support services for an amount no to exceed \$288,720 for the 2026 Pavement Rehabilitation Project.

J. Service Agreement with Alliant Insurance for Insurance Brokerage Services for insurance brokerage services, consisting of a three-year initial term at \$85,733 annually for FY 2025–26 through FY 2027–28, with an option to extend for two additional years at a maximum annual increase of 2.5%.

K. Service Agreement Amendment with George Hills Company for claims adjustment and administration services in an amount not-to-exceed \$60,000 through June 30, 2026 for a total service agreement amount not-to-exceed \$276,000.

L. Resolution 2025-59 authorizing the city manager to submit a grant application for the FY 2025-26 California Highway Patrol Cannabis Tax Fund Grant for a total award of \$77,503.62, making grant performance and funding commitments, and appropriating \$77,504 grant revenue and associated expenditures in the current FY 2025-26 budget related to the Cannabis Tax Fund Program.

In response to Council questions City Manager Oskoui stated that Consent Item D is a traffic cabinet relocation not intended to rectify the timing issues with Caltrans competing demands on traffic at Ralston and El Camino.

Public Comment Provided by Guliano Carlini, Dennis Pantro

ACTION: On a motion made by Councilmember Pang Maganaris and seconded by Councilmember Jordan the item was unanimously approved by a roll call vote (5-0).

9. PUBLIC HEARINGS (none)

10. GENERAL BUSINESS

A. Your Voice, Your Belmont and Community Polling Results

Recommendation: Receive a presentation on community polling results; no action required.

RECESS: 7:40 pm Due To Technical Difficulties

RECONVENE: 7:50 PM

Presentation made by City Consultant Brian Dobe, Godbe Research
Council discussion ensued. No action taken.

B. Long Range Planning Update

Recommendation: Receive an update on the long-range planning efforts currently underway by the Community Development Department.

Deputy Community Development Director Russell presented the informational report. No action was required.

Presentation made by Deputy Community Development Director Russell.

Council Discussion ensued.

Public Comments provided by Jim Howard.

No action taken.

11. BRIEF VERBAL REPORTS FROM MEMBERS AND STAFF

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

Subcommittee Assignments

Councilmembers reported on their assignments.

B. Verbal report from City Manager

City Manager Oskoui reported on current city and regional matters.

12. MATTERS OF INTEREST/CLARIFICATION (none)

13. ADJOURNMENT at this time being 8:55 PM

Meeting video recorded.

**Submitted by,
Jozi Plut, City Clerk**

DRAFT

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY OF BELMONT AMENDING BELMONT CITY CODE CONFORMING THE CITY CODE TO ORGANIZATIONAL CHANGES, UPDATING CONSTRUCTION CONTRACTING AWARD THRESHOLDS, STREAMLINING AND REPEALING UNNEEDED CITY REGULATIONS, AMENDING FIREWORKS REGULATIONS, AND ADDING REQUIREMENTS FOR THE MANAGEMENT OF PROPERTY

THE CITY COUNCIL OF THE CITY OF BELMONT DOES ORDAIN AS FOLLOWS:

SECTION 1. BCC § 2-29 AMENDED

Belmont City Code Chapter 2, Article II, section 2-29 is amended to read:

(a) – (f) [text unchanged]

(g) Public Project Construction. Any contract for public project construction up to the amount set forth in Public Contract Code Section 22032(b).

(h) Private Development Construction.

(1) Improvement agreements for construction of public improvements required as a condition of a final map approved by the city council.

(2) Any contract for private development construction with public improvements of an estimated cost of \$220,000 or less.

SECTION 2. BCC § 2-30 AMENDED

Belmont City Code Chapter 2, Article II, section 2-30 is amended to read:

Sec. 2-30 Administrative regulation of city property

(a) The city manager may promulgate administrative regulations governing the use of city property. Administrative regulations governing the conduct of the public on city property are not effective until personally signed by the city manager. For regulations specific to city parks, the city manager should consult with the parks, recreation and culture commission before finalizing a new regulation or significant amendment to an existing regulation, except under exigent circumstances or when directed by the city council to finalize and implement a new or amended regulation.

(b) – (e) [text unchanged]

SECTION 3. BCC § 2-107 AMENDED

Belmont City Code Chapter 2, Article V, section 2-107 is amended to read:

Sec. 2-107**Services contracts**

(a) The bid procedures, including the open market purchasing procedures in Division 2 and the formal contracting procedures in Division 3, of this article do not apply to contracts involving the acquisition of personal services and contractual services. Whenever the cost of the work to be performed is of an estimated value in excess of the amount in section 2-29(c), selection of providers for such services will be made by an evaluation of proposals solicited from capable providers and subject to approval by the city council. This section does not prohibit the city manager from requiring proposals for work with an estimated cost of less than the council specified amount if, in the discretion of the city manager, selection based upon the evaluation of proposals would better serve the interests of the city. Evaluation of best value may be determined on factors other than price, including contractor reliability, expertise, availability, timeliness of delivery and operating efficiency.

(b) [text unchanged]

SECTION 4. BCC § 2-120 AMENDED

Belmont City Code Chapter 2, Article V, section 2-120 is amended to read:

Sec. 2-120**Requirements for purchase**

Except as otherwise provided in this chapter, purchases and contracts for supplies and equipment greater than the amount in section 2-29(d) shall be by written contract with the lowest responsive and responsible bidder under the bidding procedures described in this division.

SECTION 5. BCC § 2-143 REPEALED

Belmont City Code Chapter 2, Article V, section 2-143 is repealed.

SECTION 6. BCC § 2-145 REPEALED

Belmont City Code Chapter 2, Article V, section 2-145 is amended to read:

Sec. 2-145**Small projects.**

(a) Dollar threshold. Small public project construction means construction projects up to the amount set forth in Public Contract Code Section 22032(a), as amended.

(b) Procedure. The contract authority may select a contractor and issue the contract for small public project construction under the open market purchase procedures in this article, except that section 2-115 shall not apply. Small public project construction may be performed by city employees by force account, by negotiated contract, or by purchase order.

SECTION 7. BCC § 2-146 AMENDED

Belmont City Code Chapter 2, Article V, section 2-146 is amended to read:

Sec. 2-146**Informal bidding.**

(a) Dollar threshold. Informally bid public project construction means construction projects that are more than the dollar threshold for small project construction and up to the amount set forth in Public Contract Code Section 22032(b), as amended.

(b) Procedure. The contract authority may select a contractor for informally bid public project construction and issue the contract in accordance with the informal bid process provided in this section to the lowest responsible bidder. If two or more bids are the same and the lowest, the contract authority may accept the one it chooses.

(b) Bidder's list. The purchasing officer shall develop and maintain a list of qualified contractors identified according to categories of work in accordance with Public Contract Code Section 22034 and criteria promulgated from time to time by the California Uniform Construction Cost Accounting Commission.

(c) Notice inviting informal bids. At least 10 calendar days before the bid deadline, the purchasing officer shall mail, fax, or email a notice inviting informal bids to either:

(1) All the qualified contractors on the relevant bidders list unless the product or service is proprietary, or

(2) All construction trade journals specified by the California Uniform Construction Cost Accounting Commission under Public Contract Code Section 22036.

(d) Notice contents. The notice required by subsection (c) shall:

(1) Describe the project in general terms and how to obtain more detailed information about the project; and

(2) State the time and place for the submission of bids.

(e) Exceeding dollar limit. If all bids received for an informally bid public construction project exceed the amount in subsection (a), the city council may, by passage of a resolution by a four-fifths vote, award the contract, if with the amount set forth in Public Contract Code Section 22034(d), to the lowest responsible bidder, if it determines that the original cost estimate of the city was reasonable.

SECTION 8. BCC § 2-147 AMENDED

Belmont City Code Chapter 2, Article V, section 2-147 is amended to read:

Sec. 2-147**Formal bidding.**

(a) Dollar threshold. Formally bid public project construction means construction projects that are more than the amount set forth in Public Contract Code Section 22032(c), as amended.

(b) Procedure. The contract authority may let formally bid public project construction in accordance with the formal bidding process in Public Contract Code Section 22037 and BCC

Sections 2-148 and 2-149(a).

(c) The purchasing officer shall publish a notice inviting sealed, formal bids. The notice shall:

- (1) Be mailed and either faxed or emailed at least 15 days before bid opening to all construction trade journals specified by the California Uniform Construction Cost Accounting Commission under Public Contract Code Section 22036;
- (2) Be published at least 14 days before bid opening in a newspaper of general circulation in the city;
- (3) State the time and place for receiving and opening of sealed bid; and
- (4) Distinctly describe the project.

SECTION 9. BCC § 2-166 AMENDED

Belmont City Code Chapter 2, Article VI, section 2-166 is amended in part as follows:

Sec. 2-166 Established city advisory bodies

(a) [text unchanged]

(b) Parks, recreation and culture commission.

(1) A parks, recreation and culture commission consisting of a minimum of five voting members and a maximum of seven voting members and two non-voting youth members is created. The two non-voting youth members must be at least 13 years old, and no more than 17 years old at the time of appointment ("youth commissioners") and must present parental/guardian consent to be considered for appointment. The youth members may not receive compensation and serve only in an advisory capacity.

(2) Parks, recreation and culture commission appointments are for one year for a youth commissioner and two years for other members unless otherwise determined by the city council.

(3) The duties of the parks, recreation, and culture commission are as follows:

(A) Advise the city council on the adoption and amendment of policies and programs in the general plan related to city recreation and open space in accordance with Government Code Sections 65353 and 65354.

(B) Advise the parks and recreation department on standards for and matters related to development of recreational areas, facilities, parks and programs.

(C) Assist the parks, recreation and culture department in making periodic inventories of recreational services and facilities and parks that exist or may be needed, and interpret such matters to the public and the city council.

(D) Advise the parks, recreation and culture department in the preparation of the annual budget and long-range recreation and park capital improvement program.

(E) Advise the public works department regarding bicycle and pedestrian projects eligible for Transportation Development Act local transportation funding and the development of comprehensive bicycle plans.

(F) Perform such other duties as may be assigned to the commission by the city council.

(4) Regular meetings of the parks, recreation and culture commission take place on the 1st Wednesday of the month.

SECTION 10. BCC CHP 4, ARTICLE II REPEALED

Belmont City Code Chapter 4, Article II (Dances and Dancing), including sections 4-36 through 4-51, is repealed.

SECTION 11. BCC CHP 4, ARTICLE III REPEALED

Belmont City Code Chapter 4, Article III (Mechanical Amusement Devices), including sections 4-36 through 4-51, is repealed.

SECTION 12. BCC §4-65 AMENDED

Belmont City Code Chapter 4, Article IV (Charitable Bingo), section 4-65 is amended to read:

Sec. 4-65 Bingo Games

Only charitable organizations or senior citizens groups may operate or conduct a bingo game.

SECTION 13. BCC §4-66 AMENDED

Belmont City Code Chapter 4, Article IV (Charitable Bingo), section 4-65 is amended to read:

Sec. 4-66 Evidence of tax-exempt status to accompany license application.

A charitable organization operating or conducting a bingo game must submit to the chief of police upon demand a certification from the franchise tax board of tax-exempt status under Revenue and Taxation Code section 23701d of the or a certification from the United States Internal Revenue Service that a contribution or gift to the organization would be a charitable contribution under United States Code Title 26, section 170(c)(2)

SECTION 14. BCC §4-67 THROUGH 4-73 REPEALED

Belmont City Code Chapter 4, Article IV (Charitable Bingo), sections 4-67 through 4-73 are repealed.

SECTION 15. BCC CHP 6 REPEALED

unlawfully used is a public nuisance.

(b) As used in this article, the words “dangerous fireworks,” “fireworks,” and “safe and sane fireworks” are defined as set forth in California Health and Safety Code Sections 12505, 12511, and 12529, respectively.

(c) Subsection (a) does not apply to:

(1) Fireworks that are used by railroads or other transportation agencies for signaling or illumination.

(2) The sale or use of blank cartridges for theatrics, signaling or ceremonial purposes.

(3) The sale, use, or possession of party poppers, cap guns, and paper caps.

(4) The use of fireworks by the United States Armed Forces.

(5) The storage or handling of fireworks as required for explosives, which are regulated by California Fire Code as locally amended.

(6) The storage, use and handling of fireworks for public display for which a permit has been issued as set forth in the California Fire Code as locally amended.

(7) The storage, use and handling of fireworks for pyrotechnic special effects which are regulated by California Fire Code as locally amended.

(8) The sale, storage or use of Agricultural Fireworks, as defined by Health & Safety Code Section 12503, which are regulated by the State Fire Marshal.

SECTION 22. BCC § 15-8 REPEALED

Belmont City Code Chapter 15, Article I, section 15-8 (Same—Blasting permits) is repealed.

SECTION 23. BCC § 15-9 REPEALED

Belmont City Code Chapter 15, Article I, section 15-9 (Sales to or possession of fireworks by minors restricted) is repealed.

SECTION 24. BCC § 15-20 THROUGH 15-26 REPEALED

Belmont City Code Chapter 15, Article II, Division 1, including sections 15-20 through 15-26 pertaining to switchblades and dangerous weapons is repealed.

SECTION 25. BCC § 17-107 AMENDED

Belmont City Code Chapter 17, Article IV, Section 17-107 is amended to read:

(a) Parks, recreation and culture commission review. Before the approval of any tentative map with 50 or more units, any condominium project with 50 or more dwelling units, any tentative map or tentative parcel map where parkland dedication is proposed or improvements to dedicated parkland are proposed, or any tentative map or tentative parcel

map where a credit for private recreational facilities is proposed, the park, recreation, and culture commission shall consider, after a report and recommendation from the park, recreation, and culture director, whether land should be dedicated, whether in-lieu fees should be paid by the subdivider, whether improvements should be made to neighborhood or community parks or dedicated land, whether a credit should be given for private recreational facilities, or any combination, in accordance with the standards in this article and the criteria listed in this section. The recommendation of the park, recreation and culture commission shall be submitted to the approving body in its review of the tentative map or tentative parcel map.

(b) – (g) [text unchanged]

SECTION 26. BCC § 18-35 AMENDED

Belmont City Code Chapter 18, Article III (Unclaimed Personal Property) section 18-35 is amended to read:

Sec. 18-35 Personal property holding period

The police department or other city department, upon finding or receipt of any personal property, including bicycles, the ownership of which is unknown to the department, must hold the property in some safe place for 90 days from such finding or receipt, unless title and right to possession thereof is proven to the department.

SECTION 27. BCC § CHP 18, ART. VI REPEALED

Belmont City Code Chapter 18, Article VI (Direct Connect Police Alarm Board), including sections 18-69 and 18-70, is repealed.

SECTION 28. EFFECTIVE DATE.

This Ordinance takes effect and will be enforced 30 days after its adoption.

* * *

The City Council of the City of Belmont, California introduced the foregoing ordinance, on September 9, 2025 and adopted the ordinance at a regular meeting held on September 23, 2025 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ATTEST:

City Clerk

Mayor

APPROVED AS TO FORM:

City Attorney



STAFF REPORT

Meeting Date: September 23, 2025
Agency: City of Belmont
Staff Contact: Grace Castaneda, Finance Director, gcastaneda@belmont.gov
Agenda Title: Silicon Valley Clean Water (SVCW) Capital Improvement Program (CIP) Update
Agenda Action: For Information Only

Recommendation

Receive an informational update on Silicon Valley Clean Water (SVCW)'s capital improvement program (CIP) and related financing plan.

Strategic Focus Area

Fiscal and Organizational Sustainability

Background

Belmont is a member agency of Silicon Valley Clean Water (SVCW), a joint powers authority created to, among other things, manage and operate wastewater treatment and disposal facilities for the City of Redwood City, the City of San Carlos, the City of Belmont, and West Bay Sanitary District (Members). SVCW is responsible for arranging funding for the wastewater treatment and disposal facilities.

Since 2008, SVCW has been addressing its aging infrastructure with the adoption of a 10-year capital improvement program (CIP). The program's original purpose was to invest \$339 million in required infrastructure improvements to the treatment plant, pump stations, and the force main. The condition of assets originally built in the late 1970s necessitated building of a new deep lift station and influent pipe, rebuilding pump stations, replacing fixed film reactors, and upgrading final effluent pumps. As a member agency, Belmont's share of SVCW's capital improvement costs is 9.45%.

In response to the CIP, the City adopted the Sewer Treatment Facility Charge in 2009 as a dedicated revenue source through fiscal year (FY) 2048 to fund its share of capital contributions to SVCW. For single-family home residential customers, the charge was fixed at about \$250 per year, with collection beginning on the FY 2011–12 tax roll.

Beginning in 2013, a significant focus of the CIP shifted to the eleven projects comprising the Regional Environmental Conveyance Sewer Upgrade (RESCU) program. RESCU centers on the replacement and rehabilitation of SVCW's front of plant facility, gravity pipeline, force mains, and satellite pump stations. The RESCU program was completed in July 2025, and Members' wastewater is now being conveyed through the newly-constructed facilities with a design life of 50 to 100 years.

With the progression of capital infrastructure improvements and the RESCU program, as well as increased regulatory requirements, the originally identified \$339 million program has grown. In its 2021 CIP update,



SVCW projected total CIP cost from 2008 through 2031 at an estimated \$951 million. More recently, a 2024 CIP update included approximately \$50 million to recognize inflationary pressures, plus another \$216 million of new projects for repairs and improvements through 2035. SVCW's cumulative CIP cost projection from 2008 through 2035 currently stands at an estimated \$1.2 billion.

Correspondingly, Belmont's 9.45% contribution share has needed to increase as well. However, Belmont was able to fund its share of the contribution without increasing the originally established Sewer Treatment Facility Charge for Belmont residents, through a combination of cash and debt financing, along with debt refundings, when the interest rate environment was favorable. However, although the original \$339 million total program cost has increased since 2008, Belmont was able to fund its share of the contribution without increasing the Sewer Treatment Facility Charge for Belmont residents, through a combination of cash and debt financing, along with debt refundings, when the interest rate environment was favorable. The Sewer Treatment Facility Charge, which is a fixed flat charge, has remained unchanged since inception in FY 2011-12 and continues to support Belmont's 9.45% share of the SVCW's increasing capital costs to date.

Analysis

SVCW has been addressing its aging infrastructure since 2008. SVCW's CIP ensures treatment facilities remain in compliance with new regulatory requirements and provide quality wastewater and recycled water services to protect public health and the environment. Recent regulatory changes by the San Francisco Bay Regional Water Quality Control Board establishing nutrient effluent limitations are necessitating additional upgrades to the treatment process to help reduce the risk of harmful algal blooms in the San Francisco Bay. This will be another significant factor in SVCW's future CIP planning efforts.

SVCW reviews and updates their 10-year CIP outlook annually. Projects identified in the next ten years include biogas augmentation efforts that will produce energy, large scale pipe replacements to address corrosion, and nutrient removal processes to meet state requirements. Most recently, SVCW estimates that these capital projects to require nearly \$400 million over the next ten years, \$98 million of which is needed over the next three years. While \$66 million of funding is already secured, SVCW informed member agencies of an additional need of \$32.4 million in CIP funding for projects in the next three fiscal years. Belmont's share would amount to \$3.1 million for the three-year period from FY 2025-26 to 2027-28.

In March 2025, the SVCW Commission declined to issue new debt in FY 2025-26 and instead directed staff to identify alternative funding methods. After further review and discussion, Members were presented with the option to either pay their share in cash or borrow from SVCW's CIP Reserve Fund. For Members that choose to draw from the SVCW's CIP reserves, principal will be determined as amount(s) are drawn by Members. Interest would be based upon the monthly percentage yield earned by SVCW on its CIP reserves. Members would pay interest monthly, and principal may be prepaid though must be fully settled not later than the earlier of 1) the issuance of future SVCW debt to fund capital projects, or 2) five years from the loan's execution date.

To address Belmont's funding strategy of its \$3.1 million contribution share over the next three years, staff has performed detailed analyses with the City's bond counsel and financial advisor, and determined that the most favorable strategy for Belmont is a cash contribution in year one utilizing Belmont's sewer



bond proceeds that are being pledged by sewer collection revenues. Analysis will continue to be performed in years two and three to determine the most favorable strategy for Belmont, taking into consideration the interest rate environment and the City’s cash funding capacity during those years. In the meantime, efforts will begin to analyze Belmont’s Sewer Treatment Facility Charge. Although the fee has remained flat and unchanged since FY 2011-12, this is no longer sustainable to keep up with Belmont’s ongoing capital contribution obligations to SVCW, particularly as SVCW’s CIP plan continues to develop and evolve into the future.

As part of this report, City Council will receive a presentation from SVCW providing an overview of their current CIP and future capital needs, followed by a presentation from PFM, the City’s financial advisor, on the current status of the Sewer Treatment Facility Charge Fund and the future outlook on funding requirements necessary to support the City’s share of SVCW’s ongoing capital program.

Alternatives

- 1. Take no action.
- 2. With direction, refer the matter back to staff for further study.

Attachments

A. SVCW Presentation – SVCW and PFM Financial Advisors

Fiscal Impact

☒ No Fiscal Impact

There is no direct fiscal impact relating to this informational report. As a member agency to SVCW, Belmont’s contribution share to SVCW is funded by the Sewer Enterprise Funds.

☐ Funding Source Confirmed:

Source:

Staff

Purpose:

Discretionary Action

Public Outreach:

Posting of Agenda

Treatment System Capital Investment Needs

Presentation to
Belmont City Council



SVCW
Silicon Valley Clean Water

September 23, 2025

www.svcw.org

Introduction

Matthew Zucca, PE
Authority Manager
mzucca@svcw.org

Matt Anderson
Chief Financial Officer
manderson@svcw.org



SVCW
Silicon Valley Clean Water



SVCW Background



SVCW
Silicon Valley Clean Water



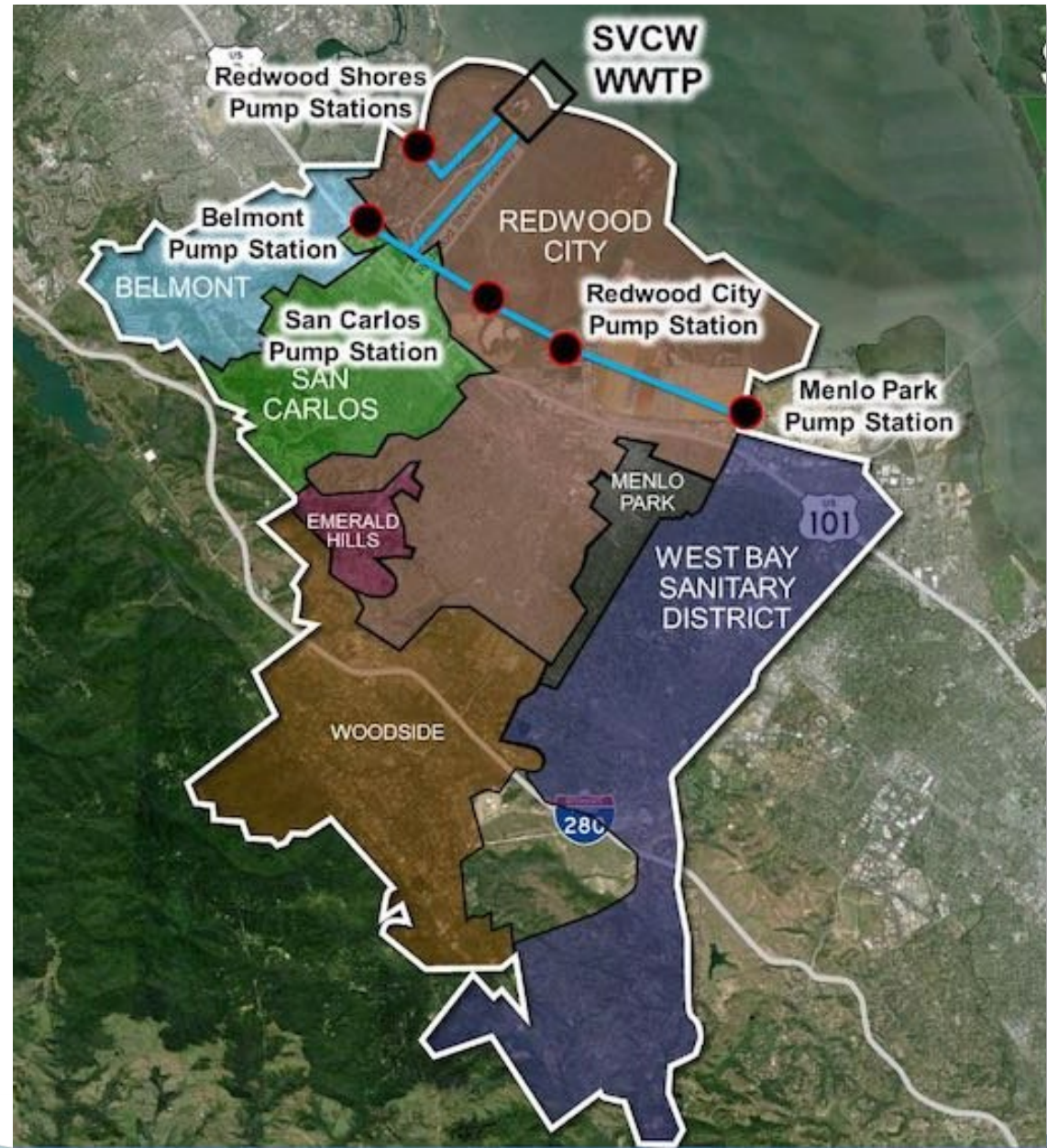
SVCW History

- Originally known as South Bayside System Authority
- Formed as a Joint Powers Authority in 1975
- 50-Year anniversary in November 2025
- Renamed as Silicon Valley Clean Water in 2012
- Member Agencies consist of Belmont, San Carlos, Redwood City, and West Bay Sanitary District



SVCW Service Area

- Service Area population of approx. 220,000 people
- Wastewater from Member Agencies plus Woodside and unincorporated areas of San Mateo County
- Collection systems owned and operated by Member Agencies
- SVCW operates conveyance system and plant





Capital Improvements



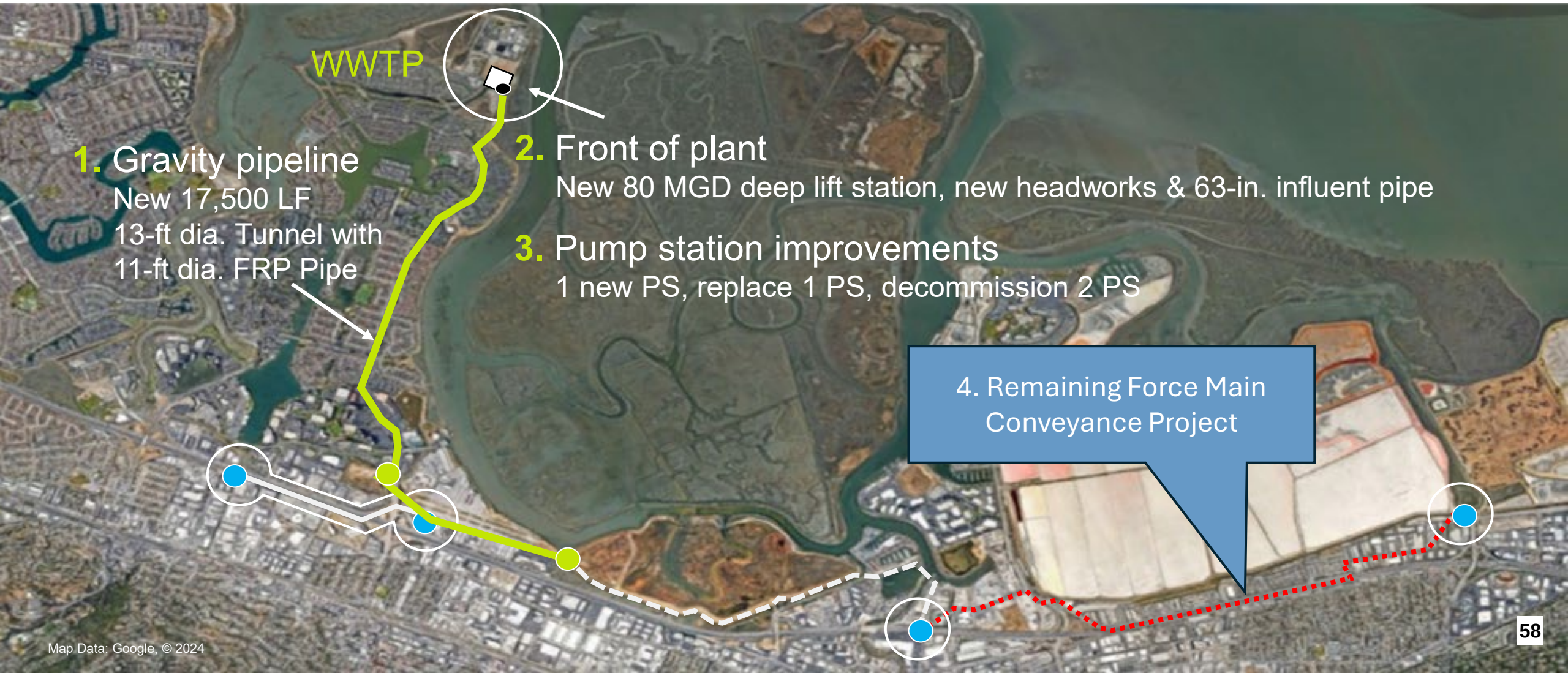
SVCW
Silicon Valley Clean Water



Summary of Capital Improvements

- The facility was commissioned in 1981, making much of the treatment plant systems over 40 years old
- Focus of SVCW CIP work has been the RESCU program, which conveys waste to the plant
- Ongoing improvements remain at the plant
- Improvements are driven by aging infrastructure or more stringent regulations
- Very few projects (e.g., cogeneration) are based on return on investment or sustainability goals

Complete the Conveyance System



- 1. Gravity pipeline**
New 17,500 LF
13-ft dia. Tunnel with
11-ft dia. FRP Pipe

- 2. Front of plant**
New 80 MGD deep lift station, new headworks & 63-in. influent pipe
- 3. Pump station improvements**
1 new PS, replace 1 PS, decommission 2 PS

- 4. Remaining Force Main
Conveyance Project**

Plant Upgrades: Fixed Film Reactors

- Remove BOD from wastewater
- Original to the plant (44 years old)
- Replaced superstructure, fixed-film media, pumps, and electrical
- Added fire water and process water pumping capacity



Plant Upgrades: Final Effluent Pumps

- Pump treated wastewater to SF Bay for discharge
- Original effluent pumps (44 years old)
- Have been rebuilt several times, but at the end of useful life



Plant Upgrades: Pipe Repair

- Some pipes are single points of failure that would result in immediate non-compliance
- Plant-wide condition assessment with prioritized pipe replacements



Plant Upgrades:

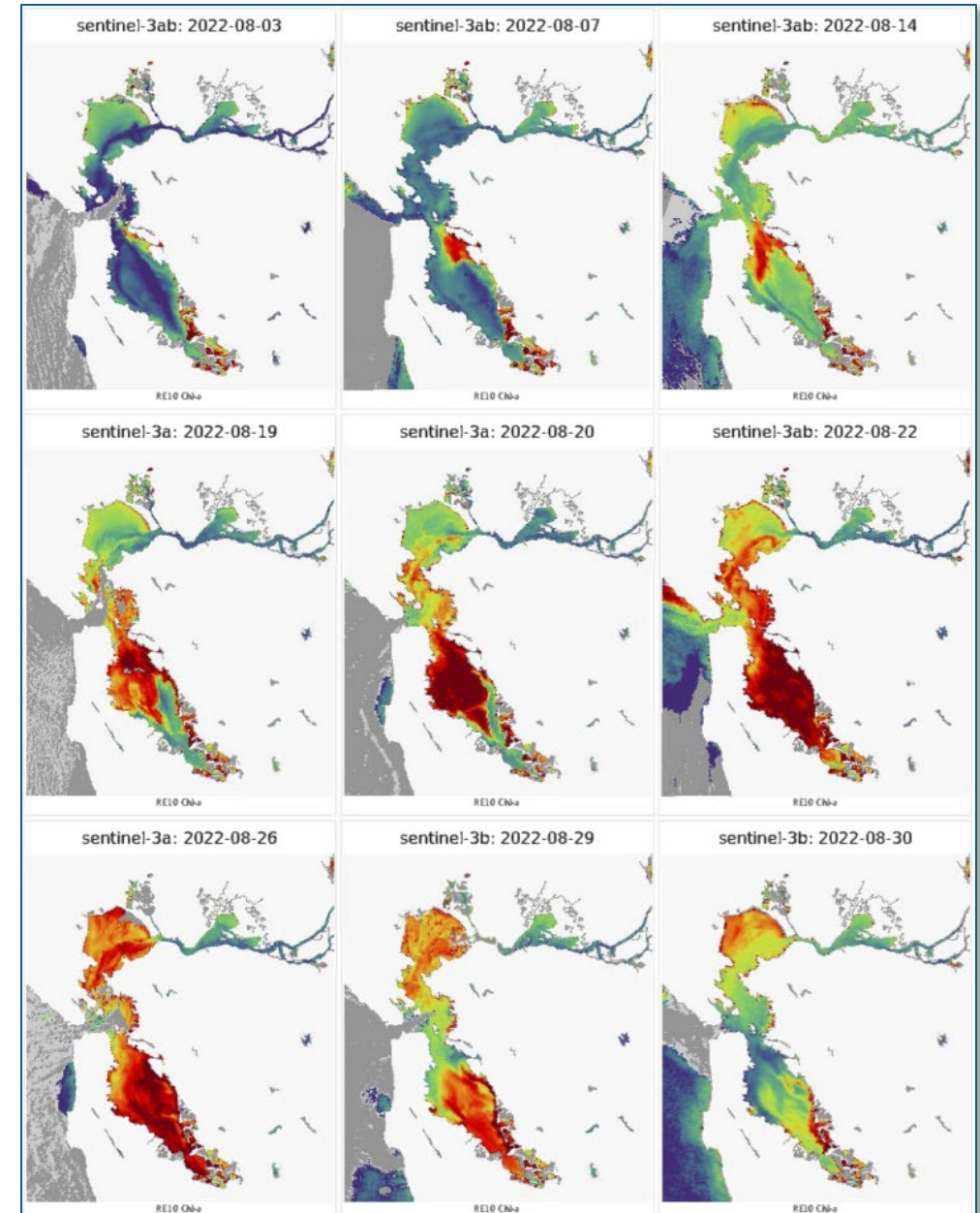
Digester and Biogas Pipe Replacement

- Three digesters for processing solids
- Rehabilitating spare digester
- Replacing corroded biogas piping



San Francisco Bay Algal Bloom (August 2022)

- Evidence of the San Francisco bloom first appeared near Alameda, CA in late July 2022.
- The bloom later spread to open-bay regions of South San Francisco Bay and continued to expand into San Pablo Bay, making this bloom the largest in recorded history.
- Algal die-off decomposed resulting in depleted oxygen levels in the SF Bay and the death of many fish
- Algal bloom was attributed largely to the nutrients in discharges from municipal wastewater treatment plants



Plant Upgrades: Nutrient Removal

- Regional Water Board established nutrient effluent limitations
- Will require treatment plant upgrades to reduce nutrient loads to San Francisco Bay
- Effluent limitations affect all 37 wastewater treatment plants in the Bay Area



Biogas Augmentation with Organics

- Plant will be fully operated using energy sources generated at the plant
- \$8.4 million grants from California Energy Commission, CalRecycle, and PG&E
- Eligible for Inflation Reduction Act Investment Tax Credit
- Simple Payback:
 - 6.4 years w/no tax credit
 - 4.2 years w/tax credit





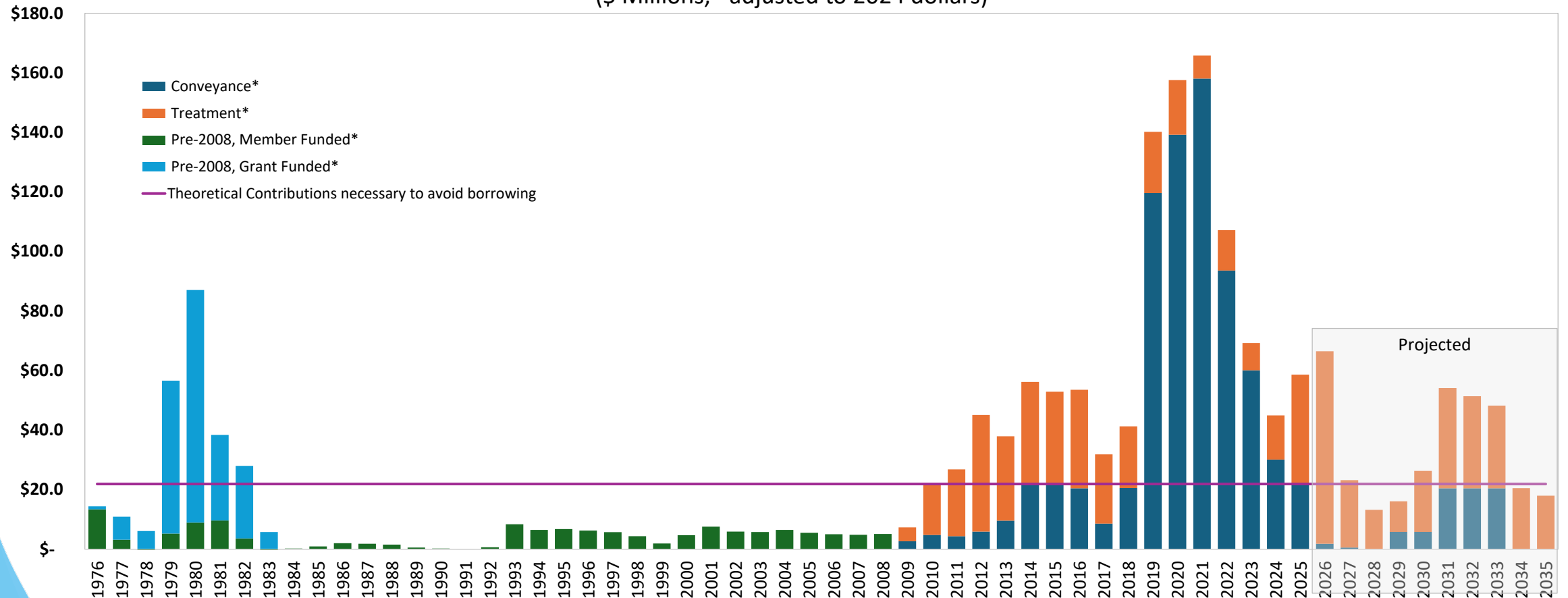
Financial Needs



SVCW
Silicon Valley Clean Water

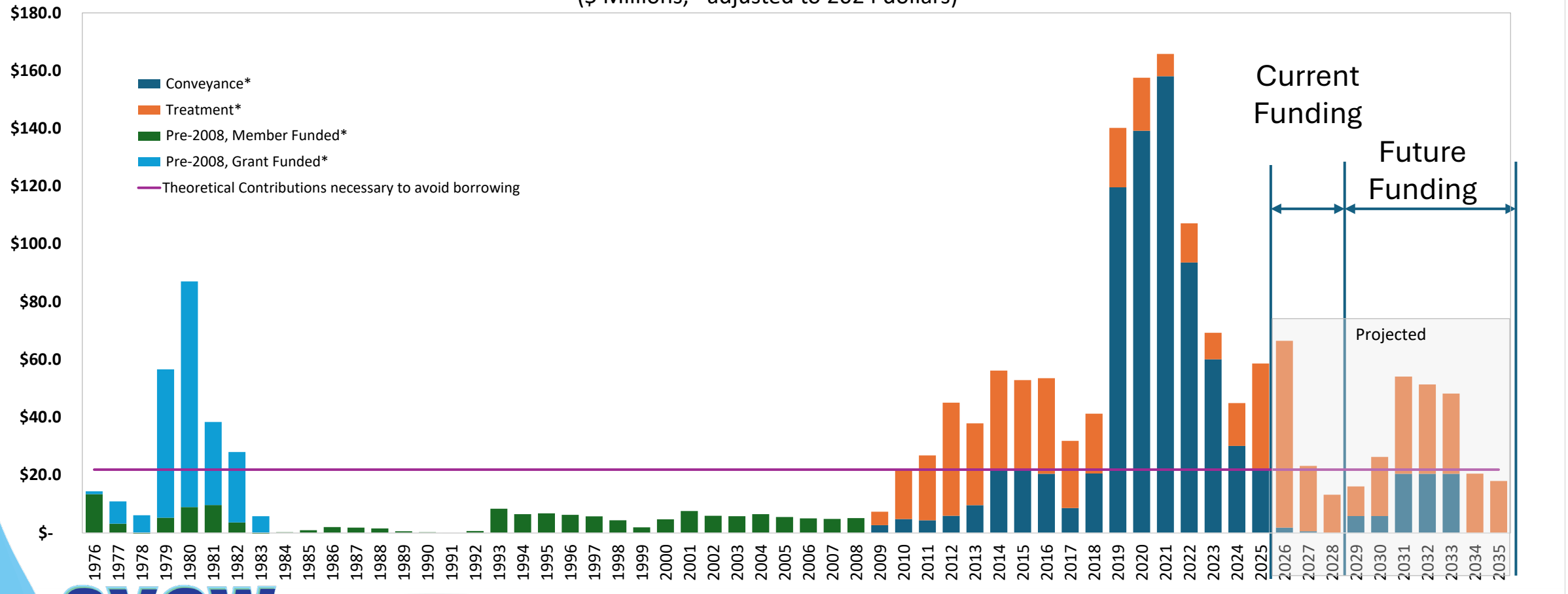
Capital Expenditure Timeline

SVCW Capital Expenditures
(\$ Millions, *adjusted to 2024 dollars)

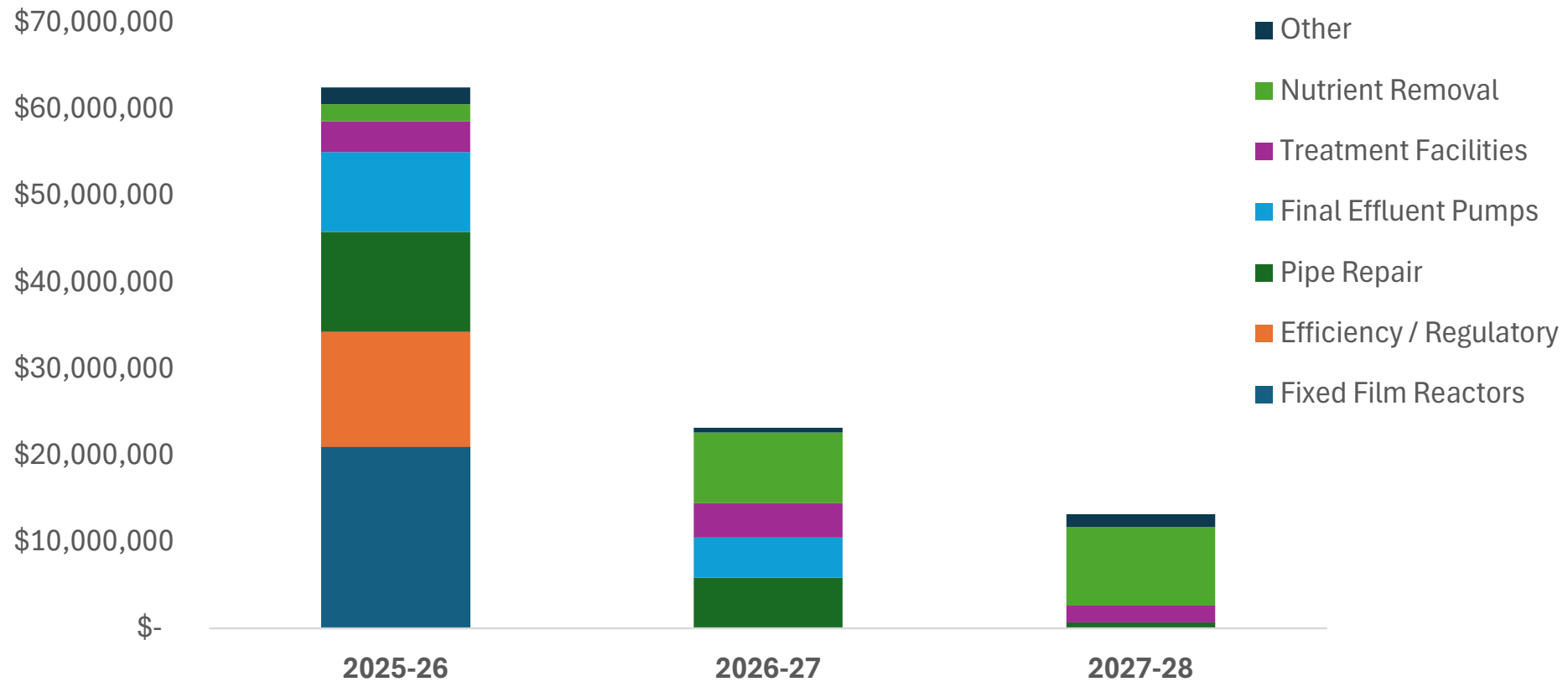


Capital Expenditure Timeline

SVCW Capital Expenditures
(\$ Millions, *adjusted to 2024 dollars)

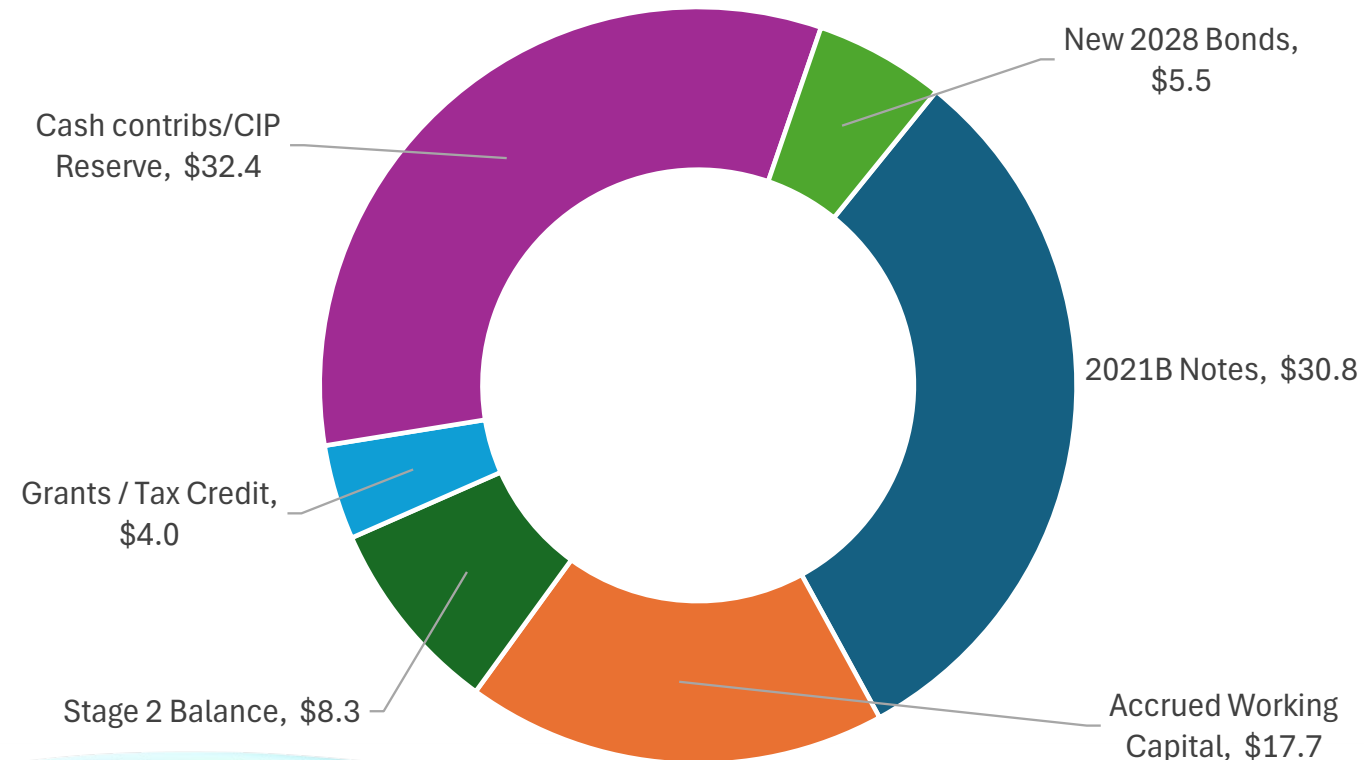


\$98 Million in CIP Expenditures Projected Through FYE 2028



Majority of Funding in Place Through FYE 2028

- Requires \$32.4 million cash-in-lieu of debt or use of Reserves



Members' Share and Funding Preferences

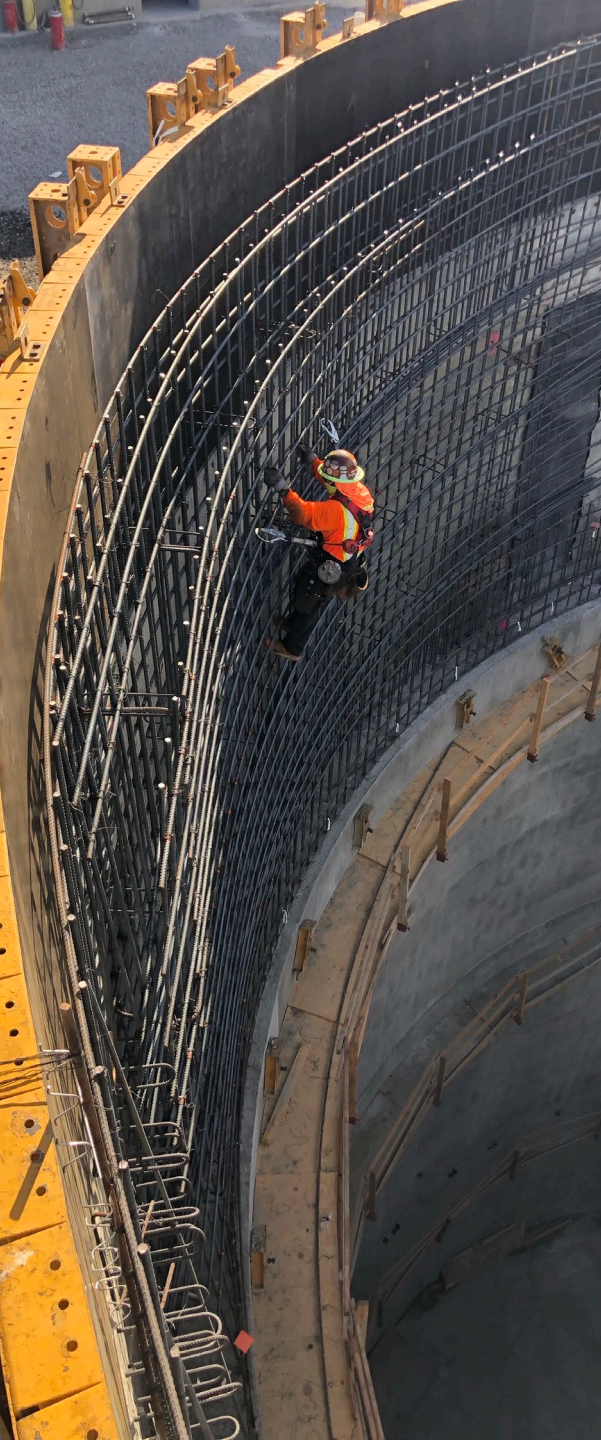
- Hybrid cash contribution / use SVCW CIP Reserves also available

Member	Share (%)	Funding Preference	2025-26	2026-27	2027-28	TOTAL
Redwood City	48.57%	Cash	\$3,594,180	\$8,469,679	\$3,676,713	\$15,740,572
West Bay Sanitary District	26.84%	Cash	\$1,986,160	\$4,680,383	\$2,031,768	\$8,698,311
San Carlos	15.14%	Cash/SVCW Reserves	\$1,120,360	\$2,640,126	\$1,146,087	\$4,906,573
Belmont	9.45%	TBD	\$699,300	\$1,647,899	\$715,358	\$3,062,557
TOTAL	100%		\$7,400,000	\$17,438,087	\$7,569,925	\$32,408,013



Mechanism to Borrow from SVCW Reserves

- Suggested framework for financing of Member contribution
 - Principal drawn down as needed for project funding
 - Interest to accrue at % rate agreed upon by all members
 - Interest payments to be made monthly
 - May prepay principal at any time; not later than next round of SVCW financing (FY 2028)
 - Will roll remaining principal into anticipated financing



Timeline and Next Steps

- SVCW will bring a policy document to Commission in September approving the terms for inter-agency loans from SVCW CIP reserves
- City staff will bring a report to Council at an upcoming meeting for approval of funding plan
- Funding needed from Member Agencies Q2 FY 26

Presentation from PFM Financial Advisors



City of Belmont

Sewer Treatment Facility Charge Fund

September 23, 2025

Jaime Trejo



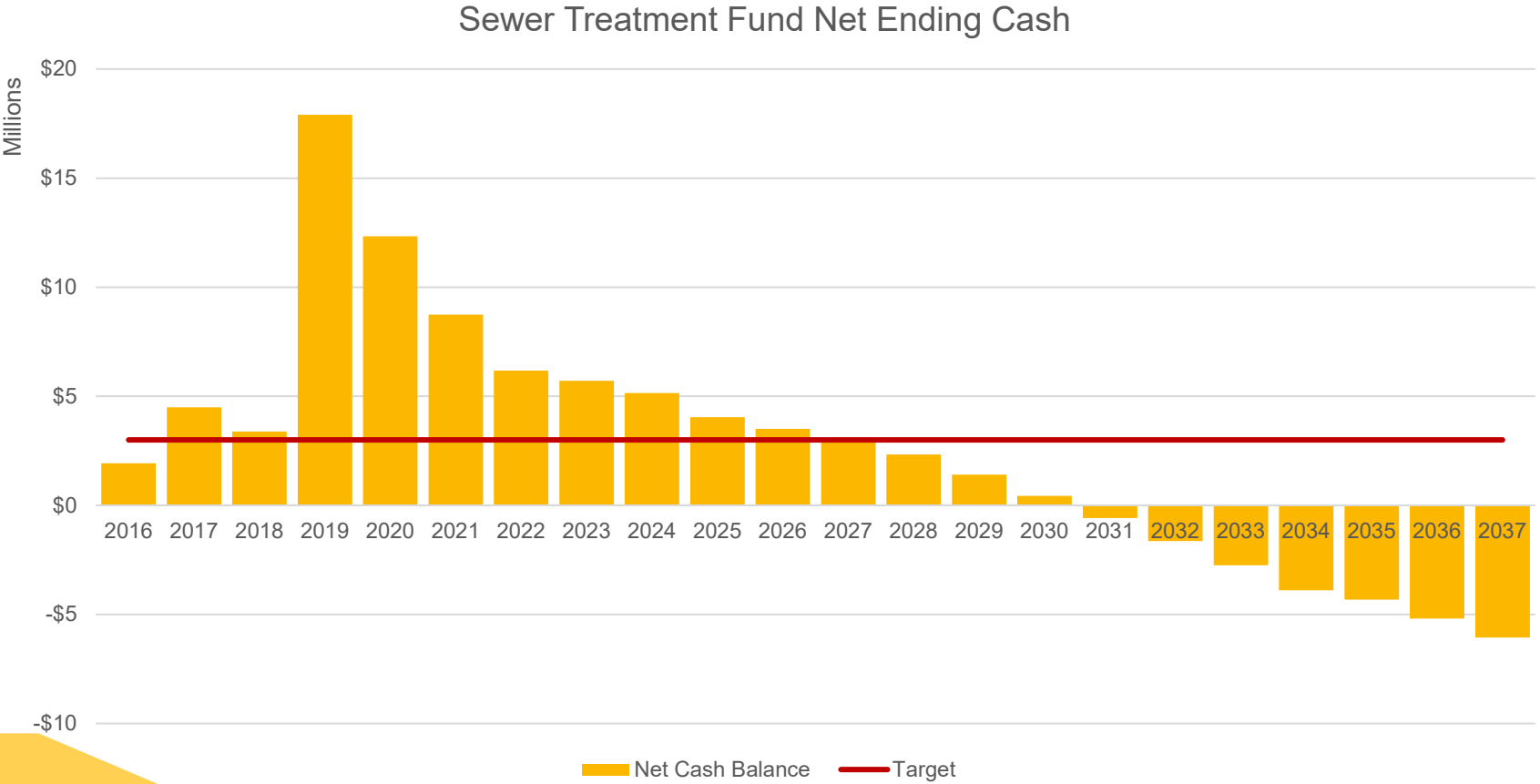
Current Situation

- SVCW communicated plans to cash fund \$32.4 million in wastewater treatment plant improvements between FY2025/26 through FY2027/28
 - Belmont's 9.45% share: \$3.06 million
- SVCW communicated plans to debt finance approximately \$60 million in wastewater treatment plant improvements in FY2028/29
- Additionally, the Sewer Treatment Facility Charge Fund will make the following payments to SVCW for Pay-Go and CIP Reserve contributions
 - FY 2026: \$0.54m
 - FY 2027: \$0.57m
 - FY 2028: \$0.61m
 - FY 2029: \$0.66m
 - FY 2030: \$0.71m



Sewer Treatment Facility Charge Fund – Cash Position

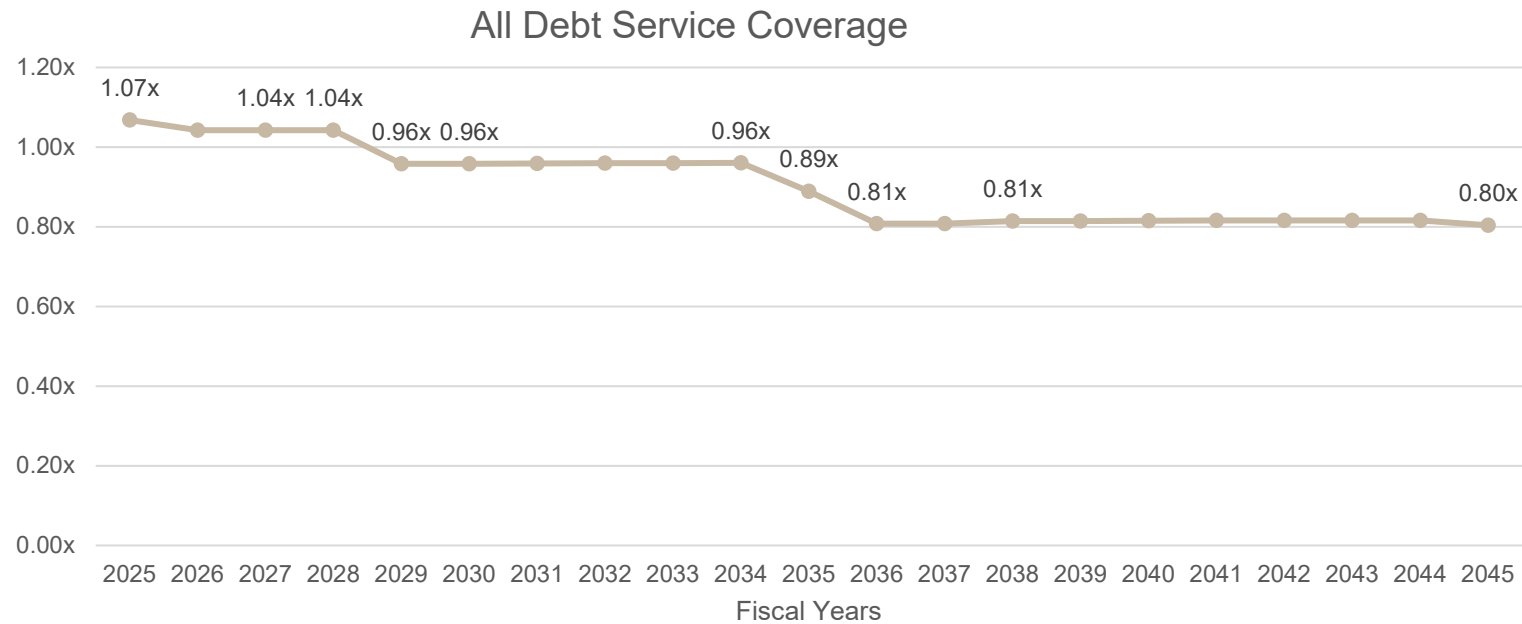
- Given projected debt service requirements and cash contributions to SVCW, the Sewer Treatment Fund will fall below its nominal cash target of \$3 million and is forecasted to run out of cash by FY2031/32





Sewer Treatment Facility Charge Fund – Coverage

- The Sewer Treatment Facility Charge Fund's debt service coverage ratio is forecasted to drop below 100% in FY2028/29
 - WIFIA debt services commences in FY2027/28
 - Assumes participation in SVCW FY2028/29 debt issuance



—●— Debt Service Coverage Ratio



Summary and Recommendation

- ◆ Current flat fee in Sewer Treatment Facility Charge is no longer sustainable to keep up with Belmont's ongoing capital contribution obligations to SVCW, particularly as SVCW's CIP plan continues to develop and evolve into the future
- ◆ PFM recommends that the Sewer Treatment Facility Charge be increased to a level where cash targets and debt service requirements are met
- ◆ Current efforts in gathering/refining SVCW's long-term CIP plan and analyzing appropriate level of the Sewer Treatment Facility Charge are underway; more updates to Council are anticipated in the coming fiscal year



STAFF REPORT

Meeting Date: September 23, 2025
Agency: City of Belmont
Staff Contact: Jozi Plut, City Clerk, jplut@belmont.gov, 650-595-7414
Agenda Title: Designation of Voting Delegate and Alternate for League of California Cities Annual Conference October 8-10, 2025
Agenda Action: Motion

Recommendation

Staff recommends that the City Council, by motion, name a voting delegate and alternate for the upcoming League of California Cities (Cal Cities) Annual Conference, and provide direction to the voting delegate regarding the resolution to be considered at the Conference Business Meeting.

Strategic Focus Area

Not Applicable

Background

Cal Cities requires that each city designate, by Council action, a representative and an alternate for the Business Meeting held during the Annual League Conference from October 8-10, 2025.

Analysis

City councils must appoint a voting delegate to vote during the General Assembly. Each city may also appoint up to two alternate delegates and forward to League of California Cities by September 24, 2025. Only those delegates and alternates that are approved by City Council action may participate in the Business Meeting as a voting delegate. In addition, the voting delegate must be registered for the conference.

Either a City Councilmember, City Manager or the City Attorney is delegated to represent the City of Belmont at the League of California Cities Annual Conference. As of date of this report, Mayor Julia Mates, City Manager Oskoui are registered to attend the conference.

There are no resolutions currently schedule to be heard however there is a possibility a petitioned resolution may be introduced by members onsite and presented to the General Assembly.

Alternatives

1. Choose not to appoint a delegate.

Attachments

- A. Designation of Voting Delegates and Alternates Instructions



Fiscal Impact

☐ No Fiscal Impact

☒ Funding Source Confirmed:

There is no direct fiscal impact in appointing a voting delegate. Registration to the conference and related conference costs are budgeted in the General Fund of the current fiscal year 2025-26 budget in the respective budgets of the City Council, City Manager's Office.

Source:

Staff

Purpose:

Discretionary Action

Public Outreach:

Posting of Agenda

DATE: Wednesday, July 16, 2025

TO: Mayors, Council Members, City Clerks, and City Managers

RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference and Expo, Oct. 8-10, 2025
Long Beach Convention Center

Every year, the League of California Cities convenes a member-driven General Assembly at the [Cal Cities Annual Conference and Expo](#). The General Assembly is an important opportunity where city officials can directly participate in the development of Cal Cities policy.

Taking place on Oct. 10, the General Assembly is comprised of voting delegates appointed by each member city; every city has one voting delegate. Your appointed voting delegate plays an important role during the General Assembly by representing your city and voting on resolutions.

To cast a vote during the General Assembly, your city must designate a voting delegate and up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity. Voting delegates may either be an elected or appointed official.

Action by Council Required. Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.

Following council action, please submit your city's delegates through [the online submission portal](#) by Wed., Sept. 24. When completing the Voting Delegate submission form, you will be asked to attest that council action was taken. You will need to be signed in to your My Cal Cities account when submitting the form.

Submitting your voting delegate form by the deadline will allow us time to establish voting delegate/alternate records prior to the conference and provide pre-conference communications with voting delegates.

Conference Registration Required. The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration is open on the [Cal Cities](#) website.



For a city to cast a vote, one voter must be present at the General Assembly and in possession of the voting delegate card and voting tool. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the voting delegate desk. This will enable them to receive the special sticker on their name badges that will admit the voting delegate into the voting area during the General Assembly.

Please view Cal Cities' [event and meeting policy](#) in advance of the conference.

Transferring Voting Card to Non-Designated Individuals Not Allowed. The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the General Assembly, they may *not* transfer the voting card to another city official.

Seating Protocol during General Assembly. At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.

The voting delegate desk, located in the conference registration area of the Long Beach Convention Center in Long Beach, will be open at the following times: Wednesday, Oct. 8, 8:00 a.m.-6:00 p.m. and Thursday, Oct. 9, 7:30 a.m.-4:00 p.m. On Friday, Oct. 10, the voting delegate desk will be open at the General Assembly, starting at 7:30 a.m., but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for submitting your voting delegate and alternates by Wednesday, Sept. 24. If you have questions, please contact Zach Seals at zseals@calcities.org.

Attachments:

- General Assembly Voting Guidelines
- Information Sheet: Cal Cities Resolutions and the General Assembly

General Assembly Voting Guidelines

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Cal Cities Annual Conference and Expo, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the voting delegate form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the voting delegate desk in the conference registration area. Voting delegates and alternates must sign in at the voting delegate desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the General Assembly.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the credentials committee at the voting delegate desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and voting tool; and be registered with the credentials committee. The voting card may be transferred freely between the voting delegate and alternates but may not be transferred to another city official who is neither a voting delegate nor alternate.
6. **Voting Area at General Assembly.** At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.
7. **Resolving Disputes.** In case of dispute, the credentials committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the General Assembly.

How it works: Cal Cities Resolutions and the General Assembly

Developing League of California Cities policy is a dynamic process that engages a wide range of members to ensure Cal Cities represents cities with one voice. These policies directly guide Cal Cities' advocacy to promote local decision-making, and lobby against statewide policies that erode local control.

The resolutions process and General Assembly is one way that city officials can directly participate in the development of Cal Cities policy. If a resolution is approved at the General Assembly, it becomes official Cal Cities policy. Here's how resolutions and the General Assembly work.

Prior to the Annual Conference and Expo

General Resolutions



Sixty days before the Annual Conference and Expo, Cal Cities members may submit policy proposals on issues of importance

to cities. The resolution must have the concurrence of at least five additional member cities or individual members.

Policy Committees



The Cal Cities President assigns general resolutions to policy committees where members

review, debate, and recommend positions for each policy proposal. Recommendations are forwarded to the Resolutions Committee.

During the Annual Conference and Expo

Petitioned Resolutions



The petitioned resolution is an alternate method to introduce policy proposals during

the annual conference. The petition must be signed by voting delegates from 10% of member cities, and submitted to the Cal Cities President at least 24 hours before the beginning of the General Assembly.

Resolutions Committee



The Resolutions Committee considers all resolutions. General Resolutions approved¹ by either a policy committee

or the Resolutions Committee are next considered by the General Assembly. General resolutions not approved, or referred for further study by both a policy committee and the Resolutions Committee do not go to the General Assembly. All Petitioned Resolutions are considered by the General Assembly, unless disqualified.²

General Assembly



During the General Assembly, voting delegates debate and consider general and petitioned resolutions forwarded by the Resolutions Committee. Potential Cal Cities bylaws amendments are also considered at this meeting.

Who's who

Cal Cities policy development is a member-informed process, grounded in the voices and experiences of city officials throughout the state.

The **Resolutions Committee** includes representatives from each Cal Cities diversity caucus, regional division, municipal department, and policy committee, as well as individuals appointed by the Cal Cities president.

Voting delegates are appointed by each member city; every city has one voting delegate.

The **General Assembly** is a meeting of the collective body of all voting delegates—one from every member city.

Seven **policy committees** meet throughout the year to review and recommend positions to take on bills and regulatory proposals. Policy committees include members from each Cal Cities diversity caucus, regional division, and municipal department, as well as individuals appointed by the Cal Cities president.

¹ The Resolution Committee can amend a general resolution prior to sending it to the General Assembly.

² Petitioned Resolutions may be disqualified by the Resolutions Committee according to Cal Cities Bylaws Article VI. Sec. 5(f).