



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Agenda - Final City Council

Monday, April 7, 2025

7:00 PM

Council Chambers/Zoom/San Diego

Councilmember Desiree Thayer will be appearing at this meeting remotely from:

Lobby

Humphreys Half Moon Inn

2303 Shelter Island Drive

San Diego, CA 92106

Consistent with Government Code Section 54953, this City Council Meeting will be held via Zoom in addition to in person.

To Attend the Meeting in Person:

Location: Council Chambers, 501 Primrose Road, Burlingame, California 94010

To Attend the Meeting via Zoom:

To access the meeting by computer:

Go to www.zoom.us/join

Meeting ID: 864 4866 5609

Passcode: 678638

To access the meeting via phone:

Dial 1-669-900-6833

Meeting ID: 864 4866 5609

Passcode: 678638

To Provide Public Comment in Person:

Members of the public wishing to speak will be asked to fill out a "Request to Speak" card located on the table by the door and then hand it to staff. The provisions of a name, address, or other identifying information is optional. Speakers are limited to three minutes each, however, the Mayor may adjust the time limit in light of the number of anticipated speakers.

To Provide Public Comment via Email:

Members of the public may provide written comments by email to publiccomment@burlingame.org. Your email should include the specific agenda item on which you are commenting. Please note if your comment concerns an item that is not on the agenda. Emailed public comments that are received by 4:00 p.m. on April 7, 2025, will be included in a supplemental packet that will be sent to the City Council prior to the meeting and published on the City's website here: <https://www.burlingame.org/169/City-Council---Agendas-and-Minutes>

LEVINE ACT

The Levine Act (California Government Code Section 84308) prohibits, in certain cases, campaign contributions to members of the City Council by those who have proceedings (e.g., applications for land use and other entitlements, contracts, etc.) pending before the City Council and by those who may have an interest in proceedings (including those acting as agents for applicants or potential contractors). Moreover, the Levine Act may require disclosure of contributions by such individuals. The law is complex and this brief description is not legal advice. If you or an agent have made any campaign contributions to a City Councilmember in the 12 months after such a proceeding, you are urged to review the Levine Act and consider consulting an attorney. A 2023 version of the Levine Act and a Fair Political Practices Commission summary of it can be found here: <https://www.burlingame.org/1206/Levine-Act-Information>

1. CALL TO ORDER - 7:00 p.m. - Council Chambers/Zoom**To access the meeting by computer:**

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2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. ROLL CALL

4. REQUEST FOR REMOTE PARTICIPATION

Announcements/consideration and approval of requests by Councilmembers to participate pursuant to AB 2449 (Government Code Section 54953(f)).

5. REPORT OUT FROM CLOSED SESSION

6. UPCOMING EVENTS

7. PRESENTATIONS

8. PUBLIC COMMENTS, NON-AGENDA

Members of the public may speak about any item not on the agenda. Members of the public wishing to suggest an item for a future Council agenda may do so during this public comment period. The Ralph M. Brown Act (the State local agency open meeting law) prohibits the City Council from acting on any matter that is not on the agenda.

9. APPROVAL OF CONSENT CALENDAR

Consent calendar items are usually approved in a single motion, unless pulled for separate discussion. Any member of the public wishing to comment on an item listed here may do so by submitting a speaker slip for that item in advance of the Council's consideration of the consent calendar.

- a. Approval of City Council Meeting Minutes for the March 12, 2025 FY 2024-25 Mid Year Budget Study Session

Attachments: [Meeting Minutes](#)

- b. Approval of City Council Meeting Minutes for the March 17, 2025 Closed Session

Attachments: [Meeting Minutes](#)

- c. Approval of City Council Meeting Minutes for the March 17, 2025 Regular City Council Meeting

Attachments: [Meeting Minutes](#)

- d. Adoption of Resolutions Awarding a Construction Contract to T&S Intermodal Maintenance, Inc., DBA T&S West Construction, in a Not-to-Exceed Amount of \$194,210.32, for the Central County Fire Department (CCFD) Fire Station 36 Bathroom Remodel and Accessibility Upgrade, City Project No. 87090; and Authorizing the City Manager to Execute a Memorandum of Understanding (MOU) with CCFD for Project Cost Reimbursement

Attachments: [Staff Report](#)
[Resolution - Constrution Contract](#)
[Construction Contract](#)
[Exhibit A to Construction Contract - Invitation for Bids \(Sourcewell\)](#)
[Exhibit B to Construction Contract - Contractor Proposal \(Sourcewell\)](#)
[T&S West Sourcewell Contract + Associated Extensions](#)
[Resolution - CCFD MOU](#)
[CCFD MOU](#)
[Project Location Map](#)

- e. Adoption of a Resolution of Intention to Levy Broadway Area Business Improvement District Assessments for Fiscal Year 2025-26; Setting a Public Hearing for May 5, 2025; and Approving the District's Annual Report for 2024-25

Attachments: [Staff Report](#)
[Resolution](#)
[BABID Annual Report](#)
[Notice](#)

- f. Adoption of a Resolution Awarding a Turnkey Services Contract to 1st Light Sales Corp, in the Amount of \$1,658,557, for the Design, Procurement, and Installation of the Solar Panel Photovoltaic Cells Project, City Project No. 87040, and Authorizing the City Manager to Execute the Contract

Attachments: [Staff Report](#)
[Resolution](#)
[Turnkey Services Agreement with 1st Light Sales Corp](#)
[Request for Proposals + Addendum No. 1](#)

- g. Adoption of a Resolution of Intent to Amend the City of Burlingame Master Fee Schedule for the 2025-26 Fiscal Year and Set the Public Hearing for Such Amendment for May 5, 2025, at 7:00 pm. in the City of Burlingame City Council Chambers

Attachments: [Staff Report](#)
[Resolution](#)
[FY2025-26 Proposed Burlingame Master Fee Schedule](#)
[February 2025 CPI](#)
[User Fee Cost Recovery Policy](#)

10. PUBLIC HEARINGS (Public Comment)

- a. Public Hearing and Adoption of a Resolution Adjusting the Storm Drainage Fee for Fiscal Year 2025-26 by 2.0% Based on the CPI - San Francisco Area as Published on March 12, 2025

Attachments: [Staff Report](#)
[Resolution](#)
[February 2025 CPI](#)

11. STAFF REPORTS AND COMMUNICATIONS (Public Comment)

- a. Murchison Drive, Trousdale Drive, and Davis Drive Bicycle Improvement Project Update and City Council Direction

Attachments: [Staff Report](#)
[Presentation](#)
[March 13, 2025 TSPC Staff Report Packet](#)
[March 13, 2025 Unapproved Draft TSPC Meeting Minutes](#)

- b. Adoption of a Resolution to Terminate Further Work on the Broadway Specific Plan Project

Attachments: [Staff Report](#)
[Resolution](#)
[Community Engagement Summary](#)

12. COUNCIL COMMITTEE AND ACTIVITIES REPORTS AND ANNOUNCEMENTS

Councilmembers report on committees and activities and make announcements.

13. FUTURE AGENDA ITEMS

14. ACKNOWLEDGMENTS

The agendas, packets, and meeting minutes for the Planning Commission, Traffic Safety and Parking Commission, Beautification Commission, Parks and Recreation Commission, and the Library Board of Trustees are available online at www.burlingame.org.

15. ADJOURNMENT

Notice: Any attendees who require assistance, a disability related modification, or language assistance in order to participate in the meeting should contact Meaghan Hassel-Shearer, City Clerk by 10:00 a.m. on Monday, April 7, 2025 at (650) 558-7203 or at mhasselshearer@burlingame.org. Any individual who wishes to request an alternate format for the agenda, meeting notice, or other writings that are distributed at the meeting should contact Meaghan Hassel-Shearer, City Clerk, by 10:00 a.m. on Monday, April 7, 2025 at (650) 558-7203 or at mhasselshearer@burlingame.org.

Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting, the materials related to it, and your ability to comment.

NEXT CITY COUNCIL MEETING

**Joint City Council and Planning Commission Meeting on Wednesday, April 16, 2025
at 5:00 p.m.**

Regular City Council Meeting on Monday, April 21, 2025 at 7:00 p.m.

VIEW REGULAR COUNCIL MEETING ONLINE

www.burlingame.org/video

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection via www.burlingame.org or by emailing City Clerk Meaghan Hassel-Shearer at mhasselshearer@burlingame.org. If you are unable to obtain information via the City's website or through email contact the City Clerk at (650) 558-7203.