



**BURLINGAME CITY COUNCIL
Unapproved Minutes
Regular City Council Meeting on April 21, 2025**

1. CALL TO ORDER

A duly noticed meeting of the Burlingame City Council was held on the above date in person and via Zoom at 7:04 p.m.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance was led by former Councilmember Terry Nagel.

3. ROLL CALL

MEMBERS PRESENT: Brownrigg, Colson, Pappajohn, Stevenson, Thayer

MEMBERS ABSENT: None

4. REQUEST FOR AB 2249 REMOTE PARTICIPATION

There was no request.

5. REPORT OUT FROM CLOSED SESSION

There was no closed session.

6. UPCOMING EVENTS

Mayor Stevenson reviewed upcoming events in the city.

7. PRESENTATIONS

a. RECOGNITION OF MIKE MCCORD

Mayor Stevenson read a proclamation in honor of Mike McCord. The City Council thanked Mr. McCord for all his work on behalf of the community.

Mayor Stevenson opened the item up for public comment.

Former Councilmember Terry Nagel, Sustainability Program Manager Sigalle Michael, and others discussed the work Mike McCord had done in the community.

Mayor Stevenson closed public comment.

Mr. McCord accepted the proclamation and thanked Council and the public for the recognition and kind words.

b. BURLINGAME NEIGHBORHOOD NETWORK (BNN) PRESENTATION

Joe Becerra, of the Burlingame Neighborhood Network (BNN), stated that the mission of BNN is to encourage neighbors to connect with one another to build a sense of community, become informed about disaster preparedness, and support one another during emergencies.

Mr. Becerra defined community resiliency as: if there is a disaster, then a neighborhood collectively has the skills to help each other. He explained that BNN helps build community resilience through:

- Offering quarterly programs
- Partnering with others on programs
- Developing new neighborhood blocks
- Offering training
- Sending out newsletters with current community information

Mr. Becerra stated that BNN has:

- 1,519 current newsletter subscribers
- 75 active neighborhood groups
- 27 emergency caches distributed
- 60 average attendees per program since 2023
- Average of 24 neighborhood groups, and 370 people participated in the last seven drills

Mr. Becerra stated that in FY 2024-25, BNN had 21 volunteers help plan the 2024 drill and taught 60 people how to use Zello (radio app). He provided statistics for participation in the 2024 city wide BNN disaster response drill:

- 313 residents
- 22 groups
- 15 ham radio operators
- Six Burlingame police officers and 18 CCFD personnel

Mr. Becerra explained that the BNN is constantly updating their neighborhood groups map. He stated that the next event is “How to Protect Your Home and Be Ready for Wildfire Season” with Fire Chief Pucci and

City Arborist Holtz. He also noted that the 12th annual Burlingame Disaster Response Drill is Saturday, October 4, and encouraged all Burlingame residents to participate.

Mr. Becerra reviewed ways the City can assist BNN:

- Block closure fees waived for block parties
- Encourage residents to sign up for BNN's quarterly events, the annual drill, and SMC alerts
- More sponsorships for the Disaster Response Drill
- Better placement in the Burlingame City Newsletter

Vice Mayor Brownrigg appreciated all the work BNN has done over the years and continues to do.

Councilmember Colson asked if groups like BNN existed in Southern California and if BNN reached out to these organizations after the fires. Mr. Becerra replied that he would need to get back to Council with more information.

Councilmember Colson asked if BNN collaborates with groups in Hillsborough. She discussed how close Hillsborough is and that they should be invited to participate in the annual drill. Mr. Becerra replied in the affirmative.

Mayor Stevenson commented that it is important in a disaster to know your surrounding community as you are all in this together. He noted that there was an issue with SMC Alert that has since been resolved, but that there could be better communication between the two organizations.

Mayor Stevenson opened public comment.

Mr. Marshall stated that he believes former Fire Fire Chief Bill Reilly conducts disaster preparedness in Hillsborough.

Tony Paul discussed learning from the community response in Southern California after the fires.

Former Councilmember Terry Nagel stated that a Menlo Park organization is trying to get all the groups in the county to work together.

Mayor Stevenson closed public comment.

8. PUBLIC COMMENTS

Mr. Marshal discussed the need for upkeep on the fire stations in the city.

9. APPROVAL OF CONSENT CALENDAR

Mayor Stevenson asked the Councilmembers and the public if they wished to remove any item from the Consent Calendar. Councilmember Thayer pulled item 9b.

Vice Mayor Brownrigg made a motion to adopt items 9a, 9c, 9d, and 9e; seconded by Councilmember Thayer. The motion passed unanimously by roll call vote, 5-0.

a. APPROVAL OF CITY COUNCIL MEETING MINUTES FOR THE APRIL 7, 2025 REGULAR CITY COUNCIL MEETING

City Clerk Hassel-Shearer requested Council approval of City Council meeting minutes April 7, 2025 Regular City Council Meeting.

b. REVIEW AND APPROVAL OF A PILOT PROGRAM TO ALLOW OFF-LEASH DOGS ON WASHINGTON PARK BALLFIELD DURING THE SUMMER MONTHS

Councilmember Thayer asked about the length of the pilot program. Recreation Manager Acquisti replied that the pilot program was set to run through the end of the summer.

Councilmember Thayer asked if there is any set of criteria that staff will use to judge the success of the program. Recreation Manager Acquisti replied that staff will be looking at whether the individuals participating keep up with their end of the bargain and will review public feedback.

Mayor Stevenson opened the item for public comment.

Ms. Nielsen, Ms. Penticoff, Ms. Pan, and Mr. Ahn spoke in favor of the program.

Mayor Stevenson closed public comment.

Councilmember Thayer thanked the community and the members that spoke.

Vice Mayor Brownrigg thanked the community and hoped that the program was successful.

Councilmember Pappajohn spoke in favor of the program.

Councilmember Colson discussed her time on the Dog Park Task Force and voiced support for the program.

Councilmember Colson made a motion to approve of the pilot program to allow off-leash dogs on Washington Park ballfield during the summer months; seconded by Councilmember Thayer. The motion passed unanimously by roll call vote, 5-0.

c. APPROVAL OF THE DONATION, RECOGNITION, AND SPONSOR POLICY FOR PARKS AND RECREATION FUNDRAISING CAMPAIGNS

Parks and Recreation Director Glomstad requested Council approve of the new policy.

- d. **ADOPTION OF RESOLUTION ACCEPTING THE BURLINGAME SQUARE TRANSIT HUB PROJECT, CITY PROJECT NO. 84710 BY REDGWICK CONSTRUCTION CO. IN THE AMOUNT OF \$1,317,174.03**

Parks and Recreation Director Glomstad requested Council adopt Resolution Number 031-2025.

- e. **OPEN NOMINATION PERIOD TO FILL THREE VACANCIES ON THE LIBRARY BOARD OF TRUSTEES**

City Manager Goldman requested Council open the nomination period.

10. **PUBLIC HEARINGS**

- a. **INTRODUCTION AND FIRST READING OF AN ORDINANCE RENEWING THE BURLINGAME POLICE DEPARTMENT MILITARY EQUIPMENT USE POLICY; CEQA DETERMINATION: EXEMPT PURSUANT TO STATE CEQA GUIDELINES SECTIONS 15378, 15061(B)(3)**

City Attorney Guina explained that AB 481 came into effect in 2022 and requires law enforcement agencies to adopt a military equipment use policy prior to taking certain actions relating to the funding, acquisition, or use of military equipment. He stated that the policy must be adopted by ordinance at a regular meeting of the governing body for that law.

City Attorney Guina explained that on May 2, 2022, the City Council adopted Ordinance 2005, which approved the police department's Military Equipment Use Policy and listed its military equipment. He stated that the police department has not bought or purchased any tactical military equipment from the US Military. He noted that the department does possess some types of police equipment that fall under the broad definition of military equipment in AB 481, including the following:

- AR-15 semiautomatic rifle (30)
- 40 mm less lethal launchers (14) and munitions
- Pepper ball launchers (2) and munitions

City Attorney Guina stated that AB 481 also requires disclosure of military equipment that could be used in the city's jurisdiction. He stated that Burlingame is part of North County Regional SWAT, and that their equipment can be used in Burlingame and thus has to be disclosed. That equipment is:

- Drones
- Mine-resistant ambush-protected vehicles
- Wheeled vehicles with breaching apparatus
- Battering rams and slugs
- AR-15s
- Flashbang grenades, tear gas, and pepper balls
- Long-range acoustic device

City Attorney Guina stated that the annual review policy includes:

- Summary of how military equipment is used and its purpose
- Summary of any complaints in relation to the use of military equipment
- Internal audit results, violations of policy and corrective actions
- Annual cost of military equipment (acquisition, training, maintenance, and transportation)
- Quantity possessed
- If the Agency intends to acquire additional military equipment

City Attorney Guina stated that in April, BPD hosted a community meeting in relation to military equipment. He explained that AB 481 requires that the City adopt certain findings in order to renew the policy including:

- Military equipment is necessary because there is no reasonable alternative
- Policy will safeguard welfare, safety, civil rights, and liberties
- If purchasing, the equipment is reasonably cost effective
- Prior military equipment complied with policy in effect at the time; corrective action was taken
- BPD is not proposing to purchase equipment, but only to continue to deploy existing equipment

Councilmember Thayer noted a typo in the staff report regarding dates. City Attorney Guina replied in the affirmative and thanked the Councilmember for the correction.

Vice Mayor Brownrigg asked if there was a scenario where the police department would be required to report directly to the federal government. City Attorney Guina replied in the negative. He explained that the police department is an arm of the City.

Mayor Stevenson opened the item up for public comment. No one spoke.

Councilmember Pappajohn made a motion to bring the ordinance back for a second reading; seconded by Vice Mayor Brownrigg. The motion passed unanimously by roll call vote, 5-0.

11. STAFF REPORTS AND COMMUNICATIONS

There were no staff reports.

12. COUNCIL COMMITTEE AND ACTIVITIES REPORTS AND ANNOUNCEMENTS

There were none.

13. FUTURE AGENDA ITEMS

There were none.

14. ACKNOWLEDGMENTS

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

15. ADJOURNMENT

Mayor Stevenson adjourned the meeting at 8:29 p.m. in memory of Pope Francis.

Respectfully submitted,

Meaghan Hassel-Shearer
City Clerk