



City of Burlingame CITY COUNCIL AGENDA

**MONDAY, MARCH 16, 2026 AT 7:00 PM
COUNCIL CHAMBERS
BURLINGAME CITY HALL
501 PRIMROSE ROAD
OR VIA ZOOM**

CITY COUNCIL MEMBERS:

Michael Brownrigg, Mayor
Andrea Pappajohn, Vice Mayor
Donna Colson
Desiree Thayer
Peter Stevenson

To Attend the Meeting in Person:

Council Chambers, 501 Primrose Road, Burlingame, California 94010

To Attend the Meeting via Zoom:

Consistent with Government Code Section 54953, the meeting will also be held via Zoom.

To access the meeting by computer:

Go to www.zoom.us/join

Meeting ID: 850 9996 0635

Passcode: 450309

To access the meeting via phone:

Dial 1-669-900-6833

Meeting ID: 850 9996 0635

Passcode: 450309

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 provision of a name, address, or other identifying information is optional. Speakers are limited to three minutes each, but 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 Monday, March 16, 2026, will be included in a supplemental packet that will be sent to the City Council prior to the meeting and published 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 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. A 2023 version of the Levine Act and a Fair Political Practices Commission summary of it can be on the City's website here: <https://www.burlingame.org/1206/Levine-Act-Information>

1. CALL TO ORDER - 7:00 p.m. - Council Chambers/Zoom

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. ROLL CALL

4. REPORT OF REMOTE PARTICIPATION

Announcements of remote participation and basis for remote appearance by a City Councilmember pursuant to Government Code Section 54953.8 and Government Code Section 54953.8.3.

5. REPORT OUT FROM CLOSED SESSION

6. UPCOMING EVENTS

7. PRESENTATIONS

a. Review of the City's Pension Liabilities

Attachments: [Staff Report](#)
[CalPERS Analysis - June 30, 2024 Valuation](#)

8. PUBLIC COMMENTS, NON-AGENDA

Members of the public may speak on 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. 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 "Request to Speak" card for that item in advance of the Council's consideration of the Consent Calendar.

- a. Approval of City Council Meeting Minutes for the February 17, 2026 Closed Session
Attachments: [Meeting Minutes](#)
- b. Approval of City Council Meeting Minutes for the February 17, 2026 City Council Meeting
Attachments: [Meeting Minutes](#)
- c. Approval of City Council Meeting Minutes for the February 18, 2026 Goal Setting Session
Attachments: [Meeting Minutes](#)
- d. Approval of City Council Meeting Minutes for the March 2, 2026 Closed Session
Attachments: [Meeting Minutes](#)
- e. Approval of City Council Meeting Minutes for the March 2, 2026 Regular City Council Meeting
Attachments: [Meeting Minutes](#)
- f. Adoption of a Resolution Authorizing Amendment No. 3 to the Janitorial Services Agreement with Karla's Janitorial and Suppliers, LLC, to Extend the Janitorial Services Contract for an Additional Period of Three Months, and Increasing the Contract Amount by \$139,177.50, for a Total Not-to-Exceed Amount of \$1,915,879.50
Attachments: [Staff Report](#)
[Resolution](#)
[Amendment No. 3](#)
[Amendment No. 2](#)
[Amendment No. 1](#)
[Original Agreement](#)

- g. Adoption of a Resolution Authorizing the City Manager to Execute the First Amendment to the Professional Services Agreement with Thirkettle Corporation, dba Aqua-Metric Sales Company, in the Amount of \$185,418.71 for the Advanced Meter Infrastructure Upgrade and Customer Engagement, City Project No. 86700, Increasing the Total Contract Amount to \$483,265.76

Attachments: [Staff Report](#)
[Resolution](#)
[First Amendment](#)
[Original Agreement](#)

- h. Adoption of a Resolution Authorizing the City Manager to Execute a \$105,408 Professional Service Agreement with DocuSign for the Period March 30, 2026, through March 29, 2029, for the Electronic Signing of Documents

Attachments: [Staff Report](#)
[Resolution](#)
[2025 Agreement](#)
[Proposed Agreement](#)

- i. Adoption of a Resolution Authorizing a \$150,000 Pricing Agreement with Ingram Library Services for the Purchase of Library Materials

Attachments: [Staff Report](#)
[Resolution](#)
[Ingram Price Agreement](#)
[RFP R251048 - Rating Matrix](#)

- j. Adoption of a Resolution Awarding a \$799,057.86 Construction Contract to Medical Facilities Solutions LLC for the Police Department ADA & Sally Port Improvements - Phase 1, City Project No. 86870, and Authorizing the City Manager to Execute the Construction Contract

Attachments: [Staff Report](#)
[Resolution](#)
[Bid Summary](#)
[Construction Contract](#)
[Project Location Map](#)

- k. Adoption of a Resolution Authorizing the Mayor to Send a Letter of Support Regarding AB 2517, Fire Hazard Severity Zones

Attachments: [Staff Report](#)
[Resolution](#)
[Draft Letter](#)

- I. Adoption of a Resolution Authorizing the Mayor to Send a Letter to the National Trust for Historic Preservation in Support of the 220 Park Road and Town Square Preservation Award Application

Attachments: [Staff Report](#)
[Resolution](#)
[Draft Letter](#)

- m. Adoption of a Resolution Authorizing the Mayor to Send Letters to the State Legislature Regarding Three Peninsula Clean Energy Supported Bills

Attachments: [Staff Report](#)
[Resolution](#)
[AB 2111 Support Letter](#)
[AB 1761 Support Letter](#)
[SB 1138 Support Letter](#)

10. PUBLIC HEARINGS (Public Comment)

- a. Adoption of a Resolution Reviewing the Development Agreement for the 1200 – 1340 Old Bayshore Highway (Divco) Project for January 1, 2025 through December 31, 2025, and Confirming Developer Compliance.

Attachments: [Staff Report](#)
[Resolution](#)
[Annual Review Form](#)
[Development Agreement](#)

11. STAFF REPORTS (Public Comment)

- a. Sixth Cycle Housing Element (2023-2031) Annual Progress Report

Attachments: [Staff Report](#)
[2025 APR Summary Table](#)
[Table A](#)
[Table A2](#)
[Table B](#)
[Table D](#)
[Table H](#)

- b. Consideration of California Senate Bill 79 (SB 79), the Abundant and Affordable Homes Near Transit Act

Attachments: [Staff Report](#)
[ABAG SB79 Summary](#)
[Zoning Gap Analysis](#)

12. COUNCIL COMMITTEE AND ACTIVITIES REPORTS AND ANNOUNCEMENTS

Councilmembers report on committees and activities and make announcements.

13. FUTURE AGENDA ITEMS

Councilmembers may suggest items to be put on a future agenda.

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, March 16, 2026 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, March 16, 2026 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

Regular City Council Meeting on Monday, April 6, 2026

VIEW REGULAR COUNCIL MEETING ONLINE

<https://www.burlingame.org/169/City-Council---Agendas-and-Minutes>

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 City Clerk Meaghan Hassel-Shearer at (650) 558-7203.