



# City of Burlingame CITY COUNCIL AGENDA

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**MONDAY, JUNE 15, 2026 AT 7:00 PM  
BURLINGAME CITY HALL  
501 PRIMROSE ROAD  
OR ZOOM MEETING**

**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](http://www.zoom.us/join)

Meeting ID: 882 8943 6332

Passcode: 118374

To access the meeting via phone:

Dial 1-669-900-6833

Meeting ID: 882 8943 6332

Passcode: 118374

**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](mailto: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, June 15, 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 found published on the City 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**

### **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 June 1, 2026 City Council Meeting

Attachments: [Meeting Minutes](#)

- b. Second Reading and Adoption of an Ordinance to Amend Chapters 25.06, 25.10, 25.14, 25.16, 25.20, and 25.78 of Title 25 (Zoning) of the Burlingame Municipal Code; CEQA Determination: Exempt Pursuant to State CEQA Guidelines 15378, 15061(b)(3); and

Adoption of Resolutions to Amend the General Plan and Land Use Map, the Downtown Specific Plan, and the North Rollins Specific Plan to Create Transit Oriented Development Overlay Zones Within One-Quarter Mile Radius of the Millbrae BART/Caltrain Station and Downtown Burlingame Caltrain Station and Amending the Zoning Map in Order to Comply with Senate Bill 79 by Creating a Transit-Oriented Development Local Alternative Plan (TODAP); CEQA Determination: Exempt Pursuant to State CEQA Guidelines 15378, 15061(b)(3)

Attachments: [Staff Report](#)

[Ordinance -Zoning Code and Zoning Map](#)

[Exhibit A - Title 25 Amendments](#)

[Exhibit B - Zoning Map](#)

[Resolution - General Plan Amendments](#)

[Exhibit A - General Plan Amendment](#)

[Exhibit B - Land Use Map](#)

[Resolution - Downtown Specific Plan Amendments](#)

[Exhibit A - DTSP Amendments](#)

[Resolution - North Rollins Specific Plan Amendments](#)

[Exhibit A - NRSP Amendments](#)

- c. Adoption of a Resolution Authorizing the City Manager to Execute a Professional Services Agreement in the Amount of \$160,000 with the Housing Endowment and Regional Trust (HEART) of San Mateo County for Housing Services

Attachments: [Staff Report](#)

[Resolution](#)

[Professional Services Agreement](#)

- d. Adoption of a Resolution Approving a \$620,497 Professional Services Agreement with Schaaf & Wheeler for the Storm Drain Master Plan, City Project No. 86550, and Authorizing the City Manager to Execute the Agreement

Attachments: [Staff Report](#)

[Resolution](#)

[Professional Services Agreement](#)

- e. Adoption of a Resolution Awarding a \$467,950 Construction Contract to Tri Valley Striping LLC for the South Rollins Road Traffic Calming Project, City Project No. 86660, and Authorizing the City Manager to Execute the Construction Contract

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

- f. Adoption of a Resolution Awarding \$225,000 FY 2026-2029 Pump, Motor, and Mechanical Repair Services Contracts Each to PumpMan Norcal and Koffler Electrical Mechanical Apparatus Repair, Inc. for a Period of Three Years, and Authorizing the City Manager to Execute the Agreements

Attachments: [Staff Report](#)  
[Resolution](#)  
[PumpMan Norcal Services Agreement](#)  
[Koffler Electrical Mechanical Apparatus Repair, Inc Services Agreement](#)

- g. Adoption of a Resolution Authorizing the City Manager to Execute the Agreement for Joint Use, Maintenance, Operation, and for Maintaining a Strong Collaborative Relationship between the City of Burlingame and the Burlingame School District

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

- h. Adoption of a Resolution Accepting the Washington Park Tennis/Pickleball Courts LED Retrofit, City Project No. 84050 in the Amount of \$234,556.44

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

- i. Adoption of a Resolution Authorizing the Mayor to Send a Letter of Support to the State Legislature Regarding AB 1821

Attachments: [Staff Report](#)  
[AB 1821 \(Dated 4.6.2026\)](#)  
[Resolution](#)  
[Draft Letter](#)

- j. Adoption of a Resolution Authorizing Amendment No. 2 to the Agreement Between the City of Burlingame and AlSCO Inc., for Parks Division Uniform Services, to Extend the Term until June 30, 2027, and Increasing the Agreement Amount by \$35,000, for a Total Amount of \$120,000

Attachments: [Staff Report](#)  
[Resolution](#)  
[Contract and Amendments](#)

- k. Approval of the America's 250th Birthday Tree Program

Attachments: [Staff Report](#)  
[Draft of the America's 250th Birthday Tree Program](#)

## 10. PUBLIC HEARINGS (Public Comment)

- a. Public Hearing and Adoption of Resolutions (1) Amending the FY 2025-26 Operating Budget; (2) Approving Personnel Classification and Position Changes; (3) Adopting the FY 2026-27 Operating and Capital Budgets and Authorizing the Finance Director to Assign Uses of Fund Balance Amounts; and (4) Approving the Gann Appropriation Limit Pursuant to Article XII B of the California Constitution

Attachments: [Staff Report](#)  
[Budget Amendment Resolution](#)  
[Personnel Changes Resolution](#)  
[Budget Adoption Resolution](#)  
[Gann Limit Resolution](#)  
[City of Burlingame Proposed Budget for the 2026-27 Fiscal Year](#)  
[General Fund Five-Year Forecast](#)

- b. Introduction and First Reading of an Ordinance Amending Chapter 15.07, "Wasteful Water Use Restrictions," of Title 15 of the Burlingame Municipal Code to Include the Prohibition of Irrigation of Certain Non-Functional Turf with Potable Water (CEQA Determination: Exempt Pursuant to State CEQA Guidelines Sections 15378 and 15061(b)(3))

Attachments: [Staff Report](#)  
[Proposed Ordinance](#)  
[Presentation](#)

- c. Introduction and First Reading of an Ordinance to Place a Transient Occupancy Tax Revenue Measure on the November 2026 Ballot to Increase the City's Transient Occupancy Tax Rate from Twelve Percent to Fifteen Percent

Attachments: [Staff Report](#)  
[Draft Ordinance](#)

## 11. STAFF REPORTS (Public Comment)

- a. Adoption of a Resolution Approving the Main Library's Updated Community Room Rental Policy

Attachments: [Staff Report](#)  
[Resolution](#)  
[Policy](#)

## 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](http://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, June 15, 2026 at (650) 558-7203 or at [mhasselshearer@burlingame.org](mailto: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, June 15, 2026 at (650) 558-7203 or at [mhasselshearer@burlingame.org](mailto: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, July 6, 2026 at 7:00 p.m.**

**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](http://www.burlingame.org) or by emailing City Clerk Meaghan Hassel-Shearer at [mhasselshearer@burlingame.org](mailto: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.