



City of Burlingame CITY COUNCIL AGENDA

MONDAY, DECEMBER 01, 2025 AT 7:00 PM
COUNCIL CHAMBERS
BURLINGAME CITY HALL
501 PRIMROSE ROAD
OR VIA ZOOM

CITY COUNCIL MEMBERS:

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

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: 852 6126 1699

Passcode: 420367

To access the meeting via phone:

Dial 1-669-900-6833

Meeting ID: 852 6126 1699

Passcode: 420367

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, December 1, 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 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 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. REQUEST FOR AB 2449 REMOTE PARTICIPATION**

Announcements/consideration and approval of requests by City Councilmembers to participate remotely pursuant to AB 2449 (Government Code Section 54943(f)).

5. REPORT OUT FROM CLOSED SESSION**6. UPCOMING EVENTS****7. PRESENTATIONS**

- a. Recognition of Burlingame Youth Baseball Association
- b. Legislative Update from Assemblymember Diane Papan
- c. Burlingame-Millbrae Sea Level Rise Shoreline Protection Project Update by OneShoreline
- d. Recycled Water Project Update

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 November 3, 2025 Regular City Council Meeting
Attachments: [Meeting Minutes](#)
- b. Approval of City Council Meeting Minutes for the November 12, 2025 Closed Session
Attachments: [Meeting Minutes](#)
- c. Approval of City Council Meeting Minutes for the November 17, 2025 Closed Session
Attachments: [Meeting Minutes](#)
- d. Approval of City Council Meeting Minutes for the November 17, 2025 Regular City Council Meeting
Attachments: [Meeting Minutes](#)
- e. Approval of City Council Meeting Minutes for the November 18, 2025 Parks and Recreation Commission and Beautification Commission Interviews
Attachments: [Meeting Minutes](#)
- f. Adoption of a Resolution Accepting the Public Works Corporation Yard Roof Retrofit Project by State Roofing Systems, Inc., City Project No. 86061, in the Amount of \$907,160
Attachments: [Staff Report](#)
[Resolution](#)
[Final Progress Payment](#)
[Project Location Map](#)

- g. Adoption of Resolutions Awarding a \$2,639,780 Construction Contract to Corcus Construction, Inc. for the Wastewater Treatment Facility Headworks Concrete Channel Improvements, City Project No. 86830, and Authorizing the City Manager to Execute the Contract; and Approving a \$397,323 Professional Services Agreement with Carollo Engineers for Construction Administration and Engineering Support Services During Construction and Authorizing the City Manager to Execute the Agreement

Attachments: [Staff Report](#)
[Resolution Awarding Construction Contract](#)
[Resolution Approving Professional Services Agreement](#)
[Bid Summary](#)
[Construction Contract](#)
[Professional Services Agreement](#)
[Project Location Map](#)

- h. Adoption of a Resolution Approving the Annual Report on the Status of Impact Fees Collected as of June 30, 2025, Pursuant to the Mitigation Fee Act (Government Code Section 66000 et seq.)

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

- i. Adoption of a Resolution Authorizing a Twelfth Amendment of the City Manager's Employment Agreement; a Third Amendment of the City Attorney's Employment Agreement; and Approving the City of Burlingame Pay Rates and Ranges (Salary Schedules)

Attachments: [Staff Report](#)
[Resolution](#)
[Attachment - Goldman 12th Contract Amendment](#)
[Attachment - Goldman Contract - 2012 and amendments through 2024](#)
[Attachment - Guina 3rd Contract Amendment](#)
[Attachment - Guina Contract - 2021 and amendments through June 2025](#)
[Salary Schedule - Merit Classifications 12-29-2025](#)
[Salary Schedule - Casual Classifications 12-29-2025](#)

- j Adoption of a Resolution Authorizing the City Manager to Execute a First Amendment to the Professional Services Agreement with BergDavis Public Affairs to Provide Public Engagement Services Related to 501 Primrose Road, to Expand the Scope of Services and Increase the Not-to-Exceed Amount by \$50,000, for a Total of \$124,250, and Authorizing the City Manager to Negotiate and Execute Additional Amendments

Attachments: [Staff Report](#)
[Resolution](#)
[Agreement with BergDavis](#)
[First Amendment to Agreement with BergDavis](#)

10. PUBLIC HEARINGS (Public Comment)

- a. Public Hearing for the Adoption of a Resolution Approving the Tentative and Final Parcel Maps (PM 24-05), Subdivision of Lots 3, 9, and Portion of Lot 2, Block 3, Burlingame Hills Subdivision at 1385 Hillside Circle; CEQA Determination: Exempt Pursuant to State CEQA Guidelines 15303

Attachments: [Staff Report](#)
[Resolution](#)
[Final Parcel Map](#)
[Unapproved November 10, 2025 Planning Commission Minutes](#)

- b. Introduction and First Reading of an Ordinance Adding Chapter 13.45 "Electric Vehicle Parking and Charging Spaces", to Title 13 of the Burlingame Municipal Code Regarding Vehicles and Traffic; CEQA Determination: Exempt pursuant to State CEQA Guidelines Section 15378, 15601(b)(3) and 15301

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

11. STAFF REPORTS (Public Comment)

- a. Consideration of Three Appointments to the Parks & Recreation Commission

Attachments: [Staff Report](#)

- b. Consideration of Two Appointments to the Beautification Commission

Attachments: [Staff Report](#)

- c. Adoption of a Resolution Authorizing the City Manager to Execute a Professional Services Agreement in the Amount of \$1,500,000 with Raimi and Associates for the Preparation of a Bayfront Specific Plan, and Consideration of the Creation of a Subcommittee for the Bayfront Specific Plan

Attachments: [Staff Report](#)
[Resolution](#)
[Professional Services Agreement](#)
[Exhibit A - Scope](#)
[Exhibit B - Budget](#)
[Exhibit C - Schedule](#)
[Project Experience](#)

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 can be found on the City website: 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, December 1, 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, December 1, 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

City Council Reorganization and Regular City Council Meeting on Monday, December 15, 2025 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 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.