

**FIRST AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF  
BURLINGAME AND MICHAEL GUINA FOR EMPLOYMENT AS CITY  
ATTORNEY OF THE CITY OF BURLINGAME**

This First Amendment to the Agreement Between the City of Burlingame and Michael Guina as City Attorney for the City of Burlingame (“First Amendment”) is entered into this 1st day of July 2024, by and between the City of Burlingame, a Municipal Corporation existing under the laws of the State of California, herein called the “City,” and Michael Guina (“Mr. Guina”), as follows:

**RECITALS**

- A. Mr. Guina is currently serving as City Attorney for the City of Burlingame pursuant to that contract denominated “Agreement Between the City of Burlingame and Michael Guina for Employment as City Attorney of the City of Burlingame” (“Employment Agreement”), entered into on March 3, 2021.
- B. Mr. Guina has successfully completed his third year with the City. Following his performance evaluation in May 2024, the City Council determined that Mr. Guina’s salary should receive an equity adjustment and be increased by 8.0% effective May 17, 2024.
- C. Both parties are amenable to this change and desire that all other terms and conditions of the existing Employment Agreement remain in full force and effect.

**FIRST AMENDMENT TO EMPLOYMENT AGREEMENT**

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

- 1. Paragraph 5, Monthly Compensation of the Employment Agreement shall be amended to provide that the City shall pay Mr. Guina a salary of \$22,809.73 per month effective May 17, 2024. This compensation shall be paid on the same payment schedule as City Department Heads, which is currently biweekly. Mr. Guina shall continue to receive the same cost of living adjustments as provided in the Compensation and Benefits Plan for Department Heads.
- 2. All other terms and conditions of the Employment Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the City and Mr. Guina have executed this First Amendment as of the date indicated above.

CITY OF BURLINGAME

MICHAEL GUINA

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Donna Colson, Mayor

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City Attorney

ATTEST:

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Meaghan Hassel-Shearer, City Clerk

APPROVED AS TO FORM:

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Scott Spansail, Assistant City Attorney