



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Agenda - Final City Council

Monday, August 19, 2019

7:00 PM

Council Chambers

Note: Public comment is permitted on all action items as noted on the agenda below and in the non-agenda public comment provided for in item 7.

Speakers are asked to fill out a "request to speak" card located on the table by the door and hand it to staff, although the provision of a name, address or other identifying information is optional. Speakers are limited to three minutes each; the Mayor may adjust the time limit in light of the number of anticipated speakers.

All votes are unanimous unless separately noted for the record.

- 1. CALL TO ORDER - 7:00 p.m. - Council Chambers**
- 2. PLEDGE OF ALLEGIANCE TO THE FLAG**
- 3. ROLL CALL**
- 4. REPORT OUT FROM CLOSED SESSION**
- 5. UPCOMING EVENTS**
- 6. PRESENTATIONS**
- 7. PUBLIC COMMENTS, NON-AGENDA**

Members of the public may speak about 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.

8. APPROVAL OF 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 speaker slip for that item in advance of the Council's consideration of the consent calendar.

- a. Adoption of City Council Meeting Minutes for July 1, 2019**

Attachments: [Meeting Minutes](#)

- b. Adoption of a Resolution Approving the Tentative and Final Parcel Map (PM 18-02), Lot Merger and Resubdivision of Portions of Lot 1, Map of Burlingame Heights Subdivision at 1500 Cypress and 105 El Camino Real

Attachments: [Staff Report](#)
 [Resolution](#)
 [Final Parcel Map](#)
 [June 25, 2018 Planning Commission Minutes](#)

- c. Adoption of a Resolution Accepting the Neighborhood Storm Drain Project No. 10, City Project No. 84900

Attachments: [Staff Report](#)
 [Resolution](#)
 [Final Progress Payment](#)
 [Project Location Map](#)

- d. Adoption of a Resolution Awarding a Contract to Pump Repair Service Company for the Trousdale Pump Rehabilitation, City Project No. 85800, and Authorizing the City Manager to Execute the Contract

Attachments: [Staff Report](#)
 [Resolution](#)
 [Construction Contract with Proposal](#)

- e. Adoption of a Resolution Rejecting All Bids Received for the 1740 Rollins Road and 842 Cowan Road Pump Station Upgrades, City Project Nos. 83390 & 84820

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

- f. Adoption of a Resolution Amending the Traffic Signal Maintenance Services Agreement with Bear Electrical Solutions to Increase the Scope of Work to Upgrade Traffic Signals at Various Locations

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

- g. Adoption of a Resolution Approving the Procurement of Water Meters and Automatic Meter Read (AMR) Radio Devices

Attachments: [Staff Report](#)
 [Resolution](#)
 [Cost Proposal from GSFM](#)

h. Adoption of a Resolution Rejecting All Bids Received for the 2019 Sidewalk Repair Program, City Project No. 85520

Attachments: [Staff Report](#)
 [Resolution](#)
 [Bid Summary](#)
 [Bid Protest Letter from Spencon Construction, Inc.](#)
 [Project Location Map](#)

i. Adoption of a Resolution Amending the City of Burlingame Deferred Compensation Plan

Attachments: [Staff Report](#)
 [Resolution](#)
 [City of Burlingame Deferred Compensation Plan Document](#)
 [City of Burlingame Loan Procedures](#)

j. Adoption of a Resolution Approving a Memorandum of Understanding between the AFSCME Local 829 Maintenance Unit and the City of Burlingame, Authorizing the City Manager to Execute the Memorandum on Behalf of the City, and Approving the City of Burlingame Pay Rates and Ranges (Salary Schedule)

Attachments: [Staff Report](#)
 [Resolution](#)
 [Tentative Agreements](#)
 [Salary Schedule](#)

k. Adoption of a Resolution Authorizing the City Manager to Execute an Agreement with Granicus, Inc. for Closed Captioning Services and the Procurement of a Captioning Encoder, and Approving a Budget Amendment in the Amount of \$30,000

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

l. Adoption of a Resolution Designating Voting Delegates and Alternates for the 2019 League of California Cities' Annual Conference

Attachments: [Staff Report](#)
 [Resolution](#)
 [League of California Cities Letter](#)

- m. Adoption of a Resolution Authorizing the City Manager to Execute a Contract with Caine Computer Consulting, LLC, to Provide Information Technology Services to the Police Department

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

- n. Annual Renewal of the Burlingame Avenue Area Business Improvement District (DBID): Resolution Approving the 2018-19 Annual Report; Declaring the City's Intention to Establish and Levy Assessments for Fiscal Year 2019-20; and Setting Required Public Hearing for September 16, 2019

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

- o. Quarterly Investment Report, Period Ending June 30, 2019

Attachments: [Staff Report](#)
 [Portfolio Holdings](#)
 [CERBT Strategy 1 Statement](#)
 [PARS Annual Statement](#)

9. PUBLIC HEARINGS (Public Comment)

- a. Appeal of the Planning Commission's Denial of an Application for a Design Review Amendment for Changes to a Previously Approved First and Second Story Addition to an Existing Split Level, Single Family Dwelling at 25 Arundel Road

Attachments: [Staff Report](#)
 [Appeal Letter](#)
 [Letter from Applicant/Appellants - Reasons for Appeal](#)
 [May 28, 2019 PC Meeting Minutes](#)
 [May 28, 2019 PC Staff Report](#)
 [May 28, 2019 PC Staff Report Attachments](#)
 [Cut Sheets](#)
 [Project Plans - Proposed Changes](#)

10. STAFF REPORTS AND COMMUNICATIONS (Public Comment)

a. Discussion and Direction Regarding Introduction of an Ordinance Requiring Safe Storage of Firearms

Attachments: [Staff Report](#)
 [County Ordinance 4809](#)
 [Pine & Canepa Letter](#)
 [County Sample Staff Report](#)
 [GLC Support Letter](#)

b. Adoption of a Resolution Authorizing the Expenditure of Funds to Implement Mitigation Measures to Address the Temporary Loss of Parking During Construction of the Proposed Village at Burlingame Senior and Workforce Housing Development on Parking Lot F and the Construction of a Parking Structure on Parking Lot N

Attachments: [Staff Report](#)
 [Resolution](#)
 [Burlingame Downtown Parking Map](#)
 [DBID Business Parking Survey Report](#)
 [Valet-Assist Parking Services Agreement](#)
 [Draft Caltrain Lease Documents](#)
 [Valet-Assist Parking and Shuttle Services RFP](#)

c. Discussion of the 2019 Burlingame and Hillsborough Emergency Operations Plan (EOP) Basic Plan

Attachments: [Staff Report](#)
 [Executive Summary](#)
 [Emergency Operations Plan Basic Plan](#)

11. COUNCIL COMMITTEE AND ACTIVITIES REPORTS AND ANNOUNCEMENTS

Councilmembers report on committees and activities and make announcements.

a. Mayor Colson's Committee Report

Attachments: [Committee Report](#)

12. FUTURE AGENDA ITEMS

13. 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.

14. ADJOURNMENT

Notice: Any attendees wishing accommodations for disabilities please contact the City Clerk at (650)558-7203 at least 24 hours before the meeting. A copy of the Agenda Packet is available for public review at the City Clerk's office, City Hall, 501 Primrose Road, from 8:00 a.m. to 5:00 p.m. before the meeting and at the meeting. Visit the City's website at www.burlingame.org. Agendas and minutes are available at this site.

NEXT CITY COUNCIL MEETING - Next regular City Council Meeting

Tuesday, September 3, 2019

VIEW REGULAR COUNCIL MEETING ONLINE AT www.burlingame.org/video

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 at the Water Office counter at City Hall at 501 Primrose Road during normal business hours.