



City of Burlingame CITY COUNCIL AGENDA

MONDAY, JULY 06, 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

Councilmember Stevenson will be appearing at this meeting remotely from:
17920 Red Cedar Lane
Sunriver, Oregon 97707

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: 824 1213 6696
Passcode: 371472

To access the meeting via phone:

Dial 1-669-900-6833
Meeting ID: 824 1213 6696
Passcode: 371472

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 Zoom:

Members of the public wishing to speak should use the "raise hand" feature during the public comment period for the agenda item they wish to address. Those joining by phone should press *9 to "raise hand." The Zoom host will call on speakers by the name provided or the last four digits of their phone number. Speakers are limited to three minutes, though the Mayor may adjust this limit based on 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 July 6, 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 website here: <https://www.burlingame.org/1206/Levine-Act-Information>

1. CALL TO ORDER - 7:00 p.m. - Council Chambers/Zoom/Sunriver**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. Update from Caltrain on Broadway Grade Separation**

Attachments: [Presentation](#)

- b. Update from San Mateo County and Horizon Treatment Services Regarding the Mahler Road Properties

Attachments: [General Plan Conformity Report](#)

- c. Councilmember Thoughts about America's 250th Anniversary

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. Second Reading and Adoption of an Ordinance Amending Chapter 15.07 of the Burlingame Municipal Code to Include the Prohibition of the 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](#)
[June 15, 2026 Staff Report](#)

- b. Adoption of a Resolution Authorizing New Job Classifications and Approving the City of Burlingame Pay Rates and Ranges (Salary Schedule)

Attachments: [Staff Report](#)
[Resolution](#)
[Salary Schedule](#)
[Assistant Community Development Director](#)
[Assistant Director PW Operations](#)
[Deputy Recreation Director](#)
[Police Property Evidence Clerk](#)
[Senior Information Technology Analyst](#)
[Human Resources Analyst](#)

- c. Adoption of a Resolution Awarding a \$181,440 Contract for a Period of Three Years to Pipe and Plant Solutions for the FY2026-2029 Storm Drain Inlet Cleaning Project, and Authorizing the City Manager to Execute the Contract

Attachments: [Staff Report](#)
[Resolution](#)
[Bid Summary](#)
[Contract](#)
[Pipe and Plant Solutions Proposal](#)
[Trash Capture Device Locations](#)

- d. Adoption of Resolutions Awarding a \$996,364 Construction Contract for a Period of Three Years to Brannon Corporation for the FY 2026-2029 Creek and Channel Cleaning Project and Approving a \$247,171 Professional Services Agreement for a Period of Three Years with WRA, Inc. for Environmental Permitting, Biological Monitoring, and Reporting Services Related to the Project

Attachments: [Staff Report](#)
[Resolution Awarding Construction Contract](#)
[Resolution Approving Professional Services Agreement](#)
[Bid Summary](#)
[Creek and Channel Cleaning Contract](#)
[Brannon Corporation Proposal](#)
[Professional Services Agreement](#)
[Site Locations](#)
[Representative Photos](#)

- e. Adoption of a Resolution to Authorize the Execution and Delivery of a Construction Installment Sale Agreement with the State Water Resources Control Board for the Wastewater Treatment Facility Digester Improvements Project, City Project No. 86580, and Authorizing the City Manager to Execute the Agreement

Attachments: [Staff Report](#)
[Resolution](#)
[Construction Installment Sale Agreement](#)

- f. Adoption of a Resolution Authorizing the City Manager to Execute a Second Amendment to the City of Burlingame's Community Development Block Grant Cooperation Agreement with the County of San Mateo to Continue Participation in the San Mateo County Urban County Program for Federal Fiscal Years 2027, 2028, and 2029

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

- g. Adoption of a Resolution Authorizing the City Manager to Execute a Lease Agreement with Gigi's Café, LLC, for the Lease of the Greyhound Bus Depot for an Initial Term of Five Years, with Two Additional Five-Year Options, for a Maximum of 15 Years

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

- h. Adoption of a Resolution to Approve the Purchase of Library Materials from Ingram Library Services on an As-needed Basis, with a Not-to-Exceed Limit of \$220,000 for FY2025-26, and an Additional \$1,110,000 for a Three-Year Term Ending June 30, 2029, for a Total Not-to-Exceed Amount of \$1,330,000.

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

- i. Adoption of a Resolution Authorizing the Mayor to Respond on Behalf of the City Council to the California Department of Forestry and Fire Protection (CAL FIRE) Written Recommendations on the Draft Community Safety Element

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

- j. Adoption of a Resolution Authorizing the City Manager to Execute a Revocable License Agreement with the San Francisco Public Utilities Commission

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

10. PUBLIC HEARINGS (Public Comment)

11. STAFF REPORTS (Public Comment)

- a. Consideration of Two Appointments to the Library Board of Trustees

Attachments: [Staff Report](#)

- b. Second Reading and Adoption 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; Adoption of a Resolution Calling an Election in the City of Burlingame to Place a Transient Occupancy Tax Measure on the November 3, 2026, Ballot; and Consideration of Appointing a Subcommittee of the City Council to Draft and Sign the Ballot Argument and Rebuttal or to Recruit Alternative Signatories

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

- c. Update Regarding the Historic Resource Evaluation of the Existing City Hall

Attachments: [Staff Report](#)
[Historic Resource Evaluation](#)

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, July 6, 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, July 6, 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.

CANCELLED MEETINGS

The Monday, July 20, 2026 and Monday, August 3, 2026 City Council Meetings are cancelled.

NEXT REGULAR CITY COUNCIL MEETING

Monday, August 17, 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 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.