



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Agenda - Final City Council

Tuesday, January 21, 2025

7:00 PM

Council Chambers/Zoom/Sheraton Grand Hotel,
1230 J Street, Sacramento, CA 95814

*Councilmember Pappajohn will be appearing at this meeting remotely from:
Business Center, Second Floor
Sheraton Grand Hotel
1230 J Street
Sacramento, CA 95814*

Consistent with Government Code Section 54953, this City Council Meeting will be held via Zoom in addition to in person.

To Attend the Meeting in Person:

Location: Council Chambers, 501 Primrose Road, Burlingame, California 94010

To Attend the Meeting via Zoom:

To access the meeting by computer:

Go to www.zoom.us/join

Meeting ID: 824 9658 4481

Passcode: 391145

To access the meeting via phone:

Dial 1-669-900-6833

Meeting ID: 824 9658 4481

Passcode: 391145

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 provisions of a name, address, or other identifying information is optional. Speakers are limited to three minutes each, however, 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. Emailed comments will not be read out loud, but they will be noted for the record. 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 Tuesday, January 21, 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 here: <https://www.burlingame.org/1206/Levine-Act-Information>

1. CALL TO ORDER - 7:00 p.m. - Council Chambers/Zoom/Sacramento**To access the meeting by computer:**

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2. PLEDGE OF ALLEGIANCE TO THE FLAG**3. ROLL CALL****4. REQUEST FOR AB 2449 REMOTE PARTICIPATION**

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

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

- a. Update from HIP Housing

8. 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.

9. 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. Approval of City Council Meeting Minutes for the December 2, 2024 City Council Meeting

Attachments: [Meeting Minutes](#)

- b. Approval of City Council Meeting Minutes for the Traffic Safety & Parking Commission and Art Liaison Interviews

Attachments: [Meeting Minutes](#)

- c. Approval of City Council Meeting Minutes for the December 16, 2024 City Council Meeting

Attachments: [Meeting Minutes](#)

- d. Confirmation of the Mayor's Council Assignments for 2025

Attachments: [Staff Report](#)

[Council Assignments 2025](#)

- e. Adoption of a Resolution Authorizing Execution of the Master Agreement Referred to as the Primary Grant Agreement with the San Mateo County Transportation Authority for

Measure A & W Funds for Transportation Programs and Projects

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

- f. Adoption of a Resolution Approving a \$297,848 Professional Services Agreement with Thirkettle Corporation dba Aqua-Metric Sales Company for the Advanced Meter Infrastructure Upgrade and Customer Engagement Project, City Project No. 86700, and Authorizing the City Manager to Execute the Agreement

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

- g. Adoption of a Resolution Authorizing the City Manager to Execute the General Lease - Public Agency Use Agreement No. 8034 with the California State Lands Commission for Assessor's Parcel Number 026-363-470

Attachments: [Staff Report](#)
[Resolution](#)
[General Lease – Public Agency Use Agreement No. 8034](#)
[October 17, 2024, California State Lands Commission Staff Report](#)
[June 19, 1998, California State Lands Commission Staff Report](#)

- h. Adoption of a Resolution Authorizing Amendment No. 1 to the Professional Services Agreement Between the City of Burlingame and NFP regarding Deferred Compensation and Defined Contribution Compliance Assistance, and Increasing the Deferred Compensation Fund Appropriation by \$36,000

Attachments: [Staff Report](#)
[Resolution](#)
[Amendment](#)
[Attachment](#)
[NFP 2021 Agreement](#)

- i. Approval of Government Finance Officers Association (GFOA) Annual Conference Out-of-State Travel

Attachments: [Staff Report](#)

- j. Adoption of a Resolution Authorizing an Amendment to the Deputy/Assistant City Attorney Classification

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

- k. Adoption of a Resolution Authorizing the City Manager to Negotiate and Execute

Amendment No. 3 to the Professional Services Agreement with Bureau Veritas North America, Inc., to Increase the Contract Amount by \$1,000,000, for a Total Compensation of \$3,576,000, for Fiscal Year 2024-2025.

Attachments: [Staff Report](#)
[Resolution](#)
[BV Amendment 3](#)
[BV Fee Schedule](#)
[BV Amendment 2](#)
[BV Amendment 1 with Agreement](#)

10. PUBLIC HEARINGS (Public Comment)

11. STAFF REPORTS AND COMMUNICATIONS (Public Comment)

a. Burlingame Aquatics Club Update

Attachments: [Staff Report](#)
[City/BAC Agreement](#)
[City/SMUHSD Agreement](#)

12. COUNCIL COMMITTEE AND ACTIVITIES REPORTS AND ANNOUNCEMENTS

Councilmembers report on committees and activities and make announcements.

13. FUTURE AGENDA ITEMS

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 Tuesday, January 21, 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 Tuesday, January 21, 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 that the meeting, the materials related to it, and your ability to comment.

NEXT CITY COUNCIL MEETING

Regular City Council Meeting on Monday, February 3, 2025 at 7:00 p.m.

VIEW REGULAR COUNCIL MEETING ONLINE

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 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 the City Clerk at (650) 558-7203.