



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Agenda - Final City Council

Monday, July 1, 2024

7:00 PM

Council Chambers/Zoom

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

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting from home or attend the meeting in person. Below is the information on how the public may observe and participate in the meeting.

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: 890 8936 9338

Passcode: 076169

To access the meeting by phone:

Dial 1-669-900-6833

Meeting ID: 890 8936 9338

Passcode: 076169

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 should include the specific agenda item on which you are commenting. Note that your comment concerns an item that is not on the agenda. The length of the comment should be commensurate with the three minutes customarily allowed for verbal comments which is approximately 250 to 300 words. To ensure that your comment is received and read to the City Council for the appropriate agenda item, please submit your email no later than 5:00 p.m. on Monday, July 1, 2024. The City will make every effort to read emails received after that time but cannot guarantee such emails will be read into the record. Any emails received after the 5:00 p.m. deadline which are not read into the record will be provided to the City Council after the meeting.

1. CALL TO ORDER - 7:00 p.m. - Council Chambers/Zoom**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. [Proclamation Recognizing July as Disability Pride Month](#)
- b. [Proclamation Honoring Vice Mayor Emily Beach's Service to the City](#)

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 June 17, 2024 Closed Session

Attachments: [Meeting Minutes](#)

b. Approval of City Council Meeting Minutes for the June 17, 2024 Regular City Council Meeting

Attachments: [Meeting Minutes](#)

c. Approval of City Council Meeting Minutes for the June 25, 2024 Library Board of Trustees and Parks and Recreation Commission Interviews

Attachments: [Meeting Minutes](#)

d. Adoption of a Resolution Accepting the Washington Park Softball Batting Cage Project, City Project No. 85430, in the Amount of \$693,329.62.

Attachments: [Staff Report](#)

[Resolution](#)

e. Adoption of a Resolution Accepting the Burlingame Park Subdivision Water Main Replacement Project, City Project No. 84892, and Water Service Replacement Program, City Project No. 86300, by Cratus, Inc. in the Amount of \$3,006,991.04

Attachments: [Staff Report](#)

[Resolution](#)

[Final Progress Payment](#)

[Project Location Map](#)

f. Adoption of a Resolution Awarding a \$389,170 Construction Contract to Pipe and Plant Solutions, Inc. for the Lorton Avenue Storm Drain Pipe and Crescent Avenue Culvert Cleaning Project, City Project No. 85920, and Authorizing the City Manager to Execute the Construction Contract

Attachments: [Staff Report](#)

[Resolution](#)

[Bid Summary](#)

[Construction Contract](#)

[Project Location Map](#)

10. PUBLIC HEARINGS (Public Comment)

- a. Adoption of a Resolution Setting a Parklet Use Fee Structure and Amending the Master Fee Schedule Accordingly

Attachments: [Staff Report](#)
 [Resolution](#)
 [June 3, 2024 City Council Minutes](#)
 [June 3, 2024 City Council Staff Report](#)

11. STAFF REPORTS AND COMMUNICATIONS (Public Comment)

- a. Consideration of Appointment to the Library Board of Trustees

Attachments: [Staff Report](#)

- b. Consideration of Appointment to the Parks & Recreation Commission

Attachments: [Staff Report](#)

- c. Discussion of Residential Impact Fee Study

Attachments: [Staff Report](#)
 [Residential Impact Fee Study - Seifel Consulting](#)

- d. Discussion of Potential Increase in City Council Compensation

Attachments: [Staff Report](#)
 [City Council Compensation/Benefits 2024](#)

- e. Discussion of Impending City Council Vacancy and Direction on Filling the Seat

Attachments: [Staff Report](#)
 [Vice Mayor Beach Resignation Letter](#)
 [Resolution Establishing Council Voting Procedures for Vacant Seat](#)
 [Resolution Modifying Council Voting Procedures for Vacant Seat](#)
 [2024 Application for District 1 Council Seat](#)

- f. Adoption of a Resolution Authorizing a First Amendment of the City Attorney's Employment Agreement to Provide a Salary Increase of 8.0% and Revision to the City of Burlingame Salary Schedule

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

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 Monday, July 1, 2024 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 1, 2024 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

Cancelled - Monday, July 15, 2024 City Council Meeting

Cancelled - Monday, August 5, 2024 City Council Meeting

Regular City Council Meeting on Monday, August 19, 2024 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.