

BURLINGAME BEAUTIFICATION COMMISSION
Draft Minutes February 5, 2026

The regularly scheduled meeting of the Beautification Commission was called to order at 6:30 p.m. by Chair Chu.

ROLL CALL

Present: Chair Chu, Commissioners Bauer, Damico, and Kirchner
Absent: Commissioner Batte
Staff: Parks and Recreation Director Glomstad, Parks Superintendent/City Arborist Holtz, Parks and Recording Secretary Diaz
Others: None

MINUTES

Chair Chu asked if anyone would like to make a motion regarding the minutes from the previous meeting. Commissioner Kirchner noted a correction under New Business, Item No. 1, stating that the petition to remove a theme block designation requirement should reflect 75% of property owners rather than 70%.

Commissioner Bauer made a motion to approve the December 4, 2025, Regular Meeting minutes as amended. The motion was seconded by Commissioner Kirchner and was approved, 4-0-1.

CORRESPONDENCE

None

PUBLIC COMMENT

None

PRESENTATION

None

OLD BUSINESS

None

NEW BUSINESS

1. Chair Rotation

Chair Chu presented the staff report. Commissioner Kirchner assumed the role of Chair, and Commissioner Damico assumed the role of Vice Chair. Chair Kirchner led the proceedings for the remainder of the meeting.

2. Business Landscape Award, Residential Sustainable Landscape Award, and Multi-family Landscape Award Chair Rotation

Chair Kirchner presented the staff report. Commissioner Bauer accepted her new role as Committee Chair, and Commissioner Batte was absent.

REPORTS

Arborist Holtz reported that eucalyptus mitigation work along Skyline Blvd has been completed as part of the City's fourth and final contract area. The work included removals and reduction pruning based on prior risk assessments following the 2023 storm season. He reported that the mitigation work was completed on a City-owned drainage corridor behind Guittard Chocolate Company, adjacent to the BART tracks. The area had previously been unmaintained and was identified in coordination with BART. Replanting is planned for the site. Arborist Holtz also reported that the tree crew completed winter planting, totaling approximately 128 trees, including replacement trees associated with prior theme block adjustments. Additional planting included approximately 55 trees along the railroad corridor between North Lane and Oak Grove Ave.

Director Glomstad reported that the Town Square project is progressing and is expected to open in late March, with a ribbon-cutting event to be announced.

Commissioner Bauer reported that the "Vault to the Future" time capsule project is ongoing. She stated that staff and volunteers have been meeting regularly and have begun receiving submissions from the community. Submissions will continue to be accepted through early April.

Commissioner Kirchner commended Chair Chu for his leadership and guidance over the past year.

UPCOMING AGENDA ITEMS

None

ADJOURNMENT

There being no further business, the meeting adjourned at 6:41 p.m. The next Beautification Commission meeting is scheduled for March 5, 2026.

Respectfully submitted,

America Diaz

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Recording Secretary