



City of Burlingame CITY COUNCIL AGENDA

MONDAY, MARCH 02, 2026 AT 7:00 PM
BURLINGAME CITY HALL
501 PRIMROSE ROAD
OR ZOOM MEETING

CITY COUNCIL MEMBERS:

Michael Brownrigg, Mayor
Andrea Pappajohn, Vice Mayor
Donna Colson
Desiree Thayer
Peter Stevenson

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: 889 0040 3687

Passcode: 674205

To access the meeting via phone:

Dial 1-669-900-6833

Meeting ID: 889 0040 3687

Passcode: 674205

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 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 Monday, March 2, 2026, will be included in a supplemental packet that will be sent to the City Council prior to the meeting and 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 City's website here: <https://www.burlingame.org/1206/Levine-Act-Information>

1. CALL TO ORDER - 7:00 p.m. - Council Chambers/Zoom

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. ROLL CALL

4. REPORT OF REMOTE PARTICIPATION

Announcement 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. Recognition of the AYSO Girls' Soccer Team and Lorie and Arijs Ratskins

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 Ordinances

Amending Title 25 (Zoning) of the Burlingame Municipal Code, Excluding Chapters 25.22, 25.35, 25.36, 25.41, 25.42, 25.43, 25.44, 25.76, 25.84, 25.102, and 25.103; and Authorizing the City Manager to Incorporate Additional Amendments to Title 25 (Zoning) as required by Applicable Governmental Agencies; CEQA Determination: Exempt Pursuant to State CEQA Guidelines 15378, 15061(b)(3); and

Repealing and Replacing Chapter 26.32 (Condominium Conversion Permits) of Title 26 (Subdivisions) of the Burlingame Municipal Code; CEQA Determination: Exempt Pursuant to State CEQA Guidelines 15378, 15061(b)(3).

Attachments: [Staff Report](#)
[Title 25 Ordinance](#)
[Title 26 Ordinance](#)

b. Adoption of a Resolution Accepting the 2025 Street Resurfacing Program, City Project No. 86970, by G. Bortolotto & Company, Inc., in the Amount of \$1,956,123.10

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

c. Adoption of a Resolution Authorizing an Increase to the Council Member Monthly Pay Rate and Approving the City of Burlingame Pay Rates and Ranges (Salary Schedules)

Attachments: [Staff Report](#)
[Resolution](#)
[Salary Schedule](#)
[California CPI 2-17-2026](#)

- d. Adoption of a Resolution Authorizing the City Manager to Execute a Professional Services Agreement with NetFile for the Period of July 1, 2026 through June 30, 2031, for the Electronic Filing of Statements of Economic Interest and Campaign Statements, and for Required AB 1234 and SB 827 Trainings, for an Amount Not to Exceed \$41,500

Attachments: [Staff Report](#)
[SB 827](#)
[Resolution Number 058-2026](#)
[Original Agreement](#)
[Resolution](#)
[Proposed Agreement](#)

- e. Approval of Quarterly Investment Report Period Ending December 31, 2025

Attachments: [Staff Report](#)
[Portfolio Holdings as of December 31, 2025](#)
[CERBT Strategy 2 Fund Facts for December 31, 2025](#)
[CERBT Quarterly Statement for December 31, 2025](#)
[PARS Monthly Statement for December 31, 2025](#)

10. PUBLIC HEARINGS (Public Comment)

11. STAFF REPORTS (Public Comment)

- a. Adoption of a Resolution Authorizing the City Manager to Enter into a Three-Year Agreement with Crayon Software Experts LLC (Crayon) for the Renewal of the City's Microsoft Enterprise Level Agreement (ELA) in an Amount Not to Exceed \$393,139

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

- b. Adoption of a Resolution Approving a \$225,687 Professional Services Agreement with CSWST2 for the California Drive Class I Bike Improvements, City Project No. 86470, and Authorizing the City Manager to Execute the Agreement

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

- c. Discussion of SB 707, “The Brown Act Modernization Act,” and Adoption of Resolutions: (1) Approving the City’s Technology Disruption Policy Effective July 1, 2026; and (2) Approving of the City’s Public Outreach and Public Interpretation Assistance Practices

Attachments:

[Staff Report](#)

[Exhibit 1 - SB 707 Redlined](#)

[Exhibit 2- Council Assignments](#)

[Exhibit 3 - Proposed Technology Disruption Policy](#)

[Exhibit 4 - Census Data on Languages Spoken at Home](#)

[Exhibit 5 - Worksheet for Applicable Languages](#)

[Resolution Adopting Technology Disruption Policy](#)

[Resolution Adopting Public Outreach and Interpretation Assistance Practices](#)

12. COUNCIL COMMITTEE AND ACTIVITIES REPORTS AND ANNOUNCEMENTS

Councilmembers report on committees and activities and make announcements.

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, March 2, 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, March 2, 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.

NEXT CITY COUNCIL MEETING

Mid Year Budget Study Session on March 11, 2026 at 5:30 p.m.

Regular City Council Meeting on March 16, 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.