



City of Burlingame CITY COUNCIL AGENDA

REGULAR MEETING
MONDAY, NOVEMBER 03, 2025 AT 7:00 PM
COUNCIL CHAMBERS
BURLINGAME CITY HALL
501 PRIMROSE ROAD
OR VIA ZOOM

CITY COUNCIL MEMBERS:

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

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: 846 9965 1593

Passcode: 115938

To access the meeting via phone:

Dial 1-669-900-6833

Meeting ID: 846 9965 1593

Passcode: 115938

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, November 3, 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 at the following link: <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. REQUEST FOR AB 2449 REMOTE PARTICIPATION

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

5. REPORT OUT FROM CLOSED SESSION

6. UPCOMING EVENTS

7. PRESENTATIONS

- a. The Annual Beautification Commission Landscape Awards
- b. El Camino Real Renewal Project Construction Update by Caltrans

Attachments: [Presentation](#)

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. Approval of City Council Meeting Minutes for the October 20, 2025 Closed Session

Attachments: [Meeting Minutes](#)

- b. Approval of City Council Meeting Minutes for the October 20, 2025 City Council Meeting

Attachments: [Meeting Minutes](#)

- c. Approval of City Council Meeting Minutes for the October 22, 2025 Special Meeting

Attachments: [Meeting Minutes](#)

- d. Second Reading and Adoption of Ordinances

Amending Chapter 17.04 of Chapter 17, "Fire," of the Burlingame Municipal Code with Local Amendments; CEQA Determination: Exempt Pursuant to State CEQA Guidelines 15378, 15061(b)(3)

Amending Chapters 18.05, 18.06, 18.07, 18.08, 18.09, 18.10, 18.11, 18.12, 18.13, 18.16, 18.22, 18.30, and 18.31 of Title 18, "Building Construction," of the Burlingame Municipal Code with Local Amendments; CEQA Determination: Exempt Pursuant to State CEQA Guidelines 15378, 15061(b)(3);

Adopting a New Title 19 to Adopt the 2025 California Building Standards Code with Local Amendments; CEQA Determination: Exempt Pursuant to State CEQA Guidelines 15378, 15061(b)(3)

Attachments: [Staff Report](#)

[October 20, 2025 Staff Report](#)

[Building Ordinance](#)

[Fire Ordinance](#)

[WUI Ordinance](#)

- e. Adoption of a Resolution Authorizing the City Manager to Execute a Three-Year Agreement with Alarm Program System, LLC for Alarm Program Administration Services with the Option to Renew Services Annually Thereafter; and Increasing the General Fund Budget Appropriation for the Police Department by \$16,000

Attachments: [Staff Report](#)

[Resolution](#)

[Draft Professional Services Agreement](#)

[APS Updated Proposal](#)

- f. Adoption of a Resolution Authorizing the City Manager to Execute a First Amendment to the Professional Services Agreement with LWP Claims Solutions for a Five-Year Period for Third-Party Administration of the City's Self-Insured Workers' Compensation Program

Attachments: [Staff Report](#)
[Resolution](#)
[Amendment](#)
[2018 Agreement](#)

- g. Adoption of a Resolution Rejecting All Bids Received for the Burlingame City Parks 2025 Asphalt Path Repair Project, and Authorizing Staff to Revise the Bid Documents and Re-advertise the Project

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

- h. Adoption of a Resolution Authorizing the City Manager to Execute an Agreement for the Purchase and Installation of Field Lighting from Musco Sports Lighting, LLC, for the Lighting Retrofit at Bayside Fields in the Amount of \$491,298.06, City Project No. 87270

Attachments: [Staff Report](#)
[Resolution](#)
[Agreement with Musco for the Bayside Fields LED Retrofit](#)
[Quote for the Bayside Fields LED Retrofit](#)

- i. Open Nomination Period to Fill a Vacancy (Burlingame Representative) on the San Mateo County Mosquito and Vector Control District Board of Trustees

Attachments: [Staff Report](#)

10. PUBLIC HEARINGS (Public Comment)

- a. Call for Review of Public Works Director's Decision Concerning Encroachment Permit at 1151 Rosedale Avenue Pursuant to Burlingame Municipal Code Section 12.10.060

Attachments: [Staff Report](#)
[Alternate Resolution No. 1 - Denying Appeal](#)
[Alternate Resolution No. 2 - Modifying PW Determination](#)
[Alternate Resolution No. 3 - Granting Appeal](#)
[Owner Brief and Exhibits](#)
[Respondent City Staff Brief and Exhibits](#)

11. STAFF REPORTS (Public Comment)

- a. Update on City Thread's Accelerated Mobility Playbook Technical Assistance Program (AMP)

Attachments: [Staff Report](#)
[AMP Technical Assistance Program Presentation](#)
[City Thread Assessment Report](#)

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, November 3, 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 Monday, November 3, 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 accessibility to the meeting, the materials related to it, and your ability to comment.

NEXT CITY COUNCIL MEETING

Regular City Council Meeting on November 17, 2025

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.