



# City of Burlingame

BURLINGAME CITY HALL  
501 PRIMROSE ROAD  
BURLINGAME, CA 94010

## Meeting Agenda - Final City Council

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Monday, June 7, 2021

7:00 PM

Online

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### Regular Meeting

*On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct meetings telephonically or by other means. Pursuant to the Governor's Executive Order N-33-20 issued on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, the Council Chambers will not be open to the public for the June 7, 2021 City Council Meeting.*

*Members of the public may view the meeting by logging into the Zoom Webinar listed below. Additionally, the meeting will be streamed live on YouTube and uploaded to the City's website after the meeting.*

*Members of the public may provide written comments by email to [publiccomment@burlingame.org](mailto: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 or on the Consent Calendar. The length of the emailed comment should be commensurate with the three minutes customarily allowed for verbal comments, which is approximately 250-300 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 June 7, 2021. 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.*

*All votes are unanimous unless separately noted on the record.*

### 1. CALL TO ORDER - 7:00 p.m. - Online

To access the meeting by computer:

Go to [www.zoom.us/join](http://www.zoom.us/join)

Meeting ID: 818 3281 3668

Passcode: 561099

To access the meeting by phone:

Dial 1-669-900-6833

Meeting ID: 818 3281 3668

Passcode: 561099

**2. PLEDGE OF ALLEGIANCE TO THE FLAG****3. ROLL CALL****4. REPORT OUT FROM CLOSED SESSION****5. UPCOMING EVENTS****6. PRESENTATIONS**

- a. Recognition of June 2021 as Pride Month
- b. Update on Off-Leash Dog Areas

**7. 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.*

**8. 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 FY 2021-22 Budget Study Session on May 12, 2021  
Attachments:      [Meeting Minutes](#)
- b. Approval of City Council Meeting Minutes for the May 17, 2021 Regular Meeting  
Attachments:      [Meeting Minutes](#)
- c. Adoption of a Resolution Approving the Second Amendment to the Renewed and Revised Agreement between the City of Burlingame and the Burlingame Aquatics Club, Inc. for the Management and Operation of, and for the Provisions of Aquatic Programs at, the Burlingame Aquatic Center  
Attachments:      [Staff Report](#)  
                              [Resolution](#)  
                              [Second Amendment](#)

- d. Adoption of Resolutions Awarding a Construction Contract to Trinet Construction, Inc. in the Amount of \$1,068,000 for the Wastewater Treatment Facility Process Piping Improvements, and Approving a Professional Services Agreement with Nickitas 7280 in the Amount of \$127,957 for Construction Management Services

Attachments:      [Staff Report](#)  
                              [Resolution Awarding Construction Contract](#)  
                              [Resolution Approving Professional Services Agreement](#)  
                              [Construction Contract](#)  
                              [Professional Services Agreement](#)  
                              [Bid Summary](#)  
                              [Project Location Map](#)

- e. Adoption of a Resolution Approving the Street Resurfacing Project to Comply with Senate Bill No. 1 for Fiscal Year 2021-2022

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

- f. Adoption of a Resolution Authorizing the City Manager to Execute Side Letter Agreements to the Burlingame Police Officers Association and Burlingame Police Sergeants Association Memoranda of Understanding and Authorizing the City of Burlingame Pay Rates and Ranges (Salary Schedule)

Attachments:      [Staff Report](#)  
                              [Resolution](#)  
                              [Salary Schedule](#)  
                              [POA - Side Letter](#)  
                              [PSA - Side Letter](#)

- g. Adoption of a Resolution Authorizing the City Manager to Execute an Amendment to the Agreement with Redistricting Partners for a Compensation Increase of \$103,000 for Communication and Public Outreach Costs

Attachments:      [Staff Report](#)  
                              [Resolution](#)  
                              [Amendment to Agreement Burlingame](#)  
                              [Original Agreement](#)

- h. Adoption of a Resolution Authorizing the City Manager to Execute an Agreement for Citation Processing, Payment and Adjudication Services With Turbo Data Systems, Inc. for a Term of Five Years From July 1, 2021 and Expiring June 30, 2026

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

- i. Adoption of a Resolution Authorizing the City Manager to Execute Amendment Two to Extend the Agreement for Joint Use, Maintenance, Operation, and for Maintaining a Strong Collaborative Relationship Between the City of Burlingame and the Burlingame School District for One Year

Attachments:     [Staff Report](#)  
                          [Resolution](#)  
                          [Amendment Two](#)  
                          [2017 Agreement](#)

- j. Adoption of a Resolution Authorizing the City Manager to Execute a One-Year Service Order for Information Technology Services from the City of Redwood City for Fiscal Year 2021-22

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

- k. Adoption of a Resolution Ratifying Payment of \$40,547.03 to Settle City Claim # BU-1422 (Claim of Pamela Womack)

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

- l. Adoption of a Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Bureau Veritas North America, Inc. Related to Plan Check and Inspection Services Provided by the Building Division of the Community Development Department

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

- m. Authorize the Mayor to Send a Letter to the Governor and Chairs of the Senate and Assembly Budget Committees Regarding the Vehicle License Fee Swap Obligation

Attachments:     [Staff Report](#)  
                          [Draft Letter](#)

**9. PUBLIC HEARINGS (Public Comment)**

- a. Consideration of Allowing Health Services as a Conditional Use on the Ground Floor on Properties Located in the Howard Avenue Mixed Use District

Attachments:      [Staff Report](#)  
                              [Ordinance](#)  
                              [Map of Planning Areas](#)  
                              [Resolution - DSP Amendment](#)  
                              [Exhibit A - DSP Chapter 3 - Planning Areas](#)  
                              [Exhibit B - DSP Table 3-1 Planning Area Land Uses](#)  
                              [Exhibit C - DSP Goals & Policies](#)  
                              [Planning Commission Minutes – May 24, 2021](#)  
                              [Planning Commission Staff Report - May 24, 2021](#)  
                              [Planning Commission Staff Report Attachments](#)

**10. STAFF REPORTS AND COMMUNICATIONS (Public Comment)**

- a. Approval of Revisions to the Investment Policy for Fiscal Year 2021-22

Attachments:      [Staff Report](#)  
                              [PFM Policy Review Memo](#)  
                              [Investment Policy Redlined](#)  
                              [Investment Policy Proposed](#)

**11. COUNCIL COMMITTEE AND ACTIVITIES REPORTS AND ANNOUNCEMENTS**

*Councilmembers report on committees and activities and make announcements.*

**12. FUTURE AGENDA ITEMS****13. ACKNOWLEDGMENTS**

*The agendas, packets, and meeting minutes for the Planning Commission, Traffic, Safety & Parking Commission, Beautification Commission, Parks & Recreation Commission, and Library Board of Trustees are available online at [www.burlingame.org](http://www.burlingame.org).*

**14. ADJOURNMENT**

*Notice: Any attendees who require special 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, June 7, 2021 at (650) 558-7203 or at [mhasselshearer@burlingame.org](mailto:mhasselshearer@burlingame.org). Any individual who wishes to request an alternative format for the agenda, meeting notice, or other writings that may be distributed at the meeting, should contact Meaghan Hassel-Shearer, City Clerk, by 10:00 a.m. on Monday, June 7, 2021 at (650) 558-7203 or at [mhasselshearer@burlingame.org](mailto: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 Monday, June 21, 2021 at 7:00 p.m.**

**VIEW REGULAR COUNCIL MEETING ONLINE**

**[www.burlingame.org/video](http://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](http://www.burlingame.org) or by emailing City Clerk Meaghan Hassel-Shearer at [mhasselshearer@burlingame.org](mailto: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.*