

BURLINGAME BEAUTIFICATION COMMISSION
Draft Minutes June 4, 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 Kirchner, Commissioners Batte, Bauer, and Chu
Absent: Commissioner Damico
Staff: Parks and Recreation Director Glomstad, Parks Supervisor Burow, 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 Bauer made a motion to approve the February 5, 2026, Regular Meeting minutes. The motion was seconded by Commissioner Batte and was approved, 4-0-1.

CORRESPONDENCE

Chair Kirchner announced that the Commission received an invitation from the Burlingame Historical Society to a wine and cheese reception and private tour of the Burlingame Museum.

PUBLIC COMMENT

None

PRESENTATION

None

OLD BUSINESS

1. RSLA, BLA, and MFLA Update

Commissioner Bauer distributed maps dividing Burlingame into five areas for the Commission's annual landscape awards nominations. Commissioners selected their assigned areas to identify nominees for the Residential Sustainable Landscape Award, Business Landscape Award, and Multi-family Landscape Award.

The Commission assigned the following areas:

- Zone 1 – Chair Kirchner
- Zone 2 – Commissioner Batte
- Zone 3 – Commissioner Chu
- Zone 4 – Commissioner Bauer
- Zone 5 – Commissioner Damico

Commissioner Bauer reported that the landscape award nominations would be due by July 2, 2026, before the Commission meeting. The Commission discussed reviewing the nominations during July, selecting the

award recipients at the August meeting, and presenting the award at a City Council meeting in the fall to allow sufficient time for the commemorative artwork to be completed.

NEW BUSINESS

1. Award of Arbor Day Poster Competition

Secretary Diaz presented the staff report and reported that one digital artwork, created by three students, was submitted for the Arbor Day Poster Competition. The Commission commended the students' creativity and approved the artwork as the selected design for the next Arbor Day invitation.

Commissioner Bauer made a motion to approve the design. The motion was seconded by Commissioner Batte and was approved 4-0-1.

REPORTS

Director Glomstad reported that a white oak tree planting in celebration of America's 250th anniversary is scheduled for July 6, 2026, at 11:00 a.m. in front of Washington Park. She also reported that the City Council will consider a proposed 250 Trees Program. Eligible Burlingame residents and businesses would apply to purchase a tree at a reduced cost for planting on private property. The participants would receive a commemorative certificate. Additional information will be provided following City Council consideration.

Director Glomstad reported that the City has retained a consultant to identify feasible tree planting locations along Howard Avenue.

Parks Supervisor Burow reported that additional funds were used to remove hundreds of tree stumps along California Drive, Skyline Boulevard, and the Guittard area in preparation for future tree planting.

Commissioner Chu reported that a recently planted tree on Easton Drive had died and asked whether it would be replaced. Parks Superintendent Carlie Burow responded that the tree would be replaced.

Chair Kirchner encouraged commissioners to consider serving on the Burlingame Parks Forever Foundation Board and invited interested commissioners to contact him for additional information regarding the organization's mission and volunteer opportunities.

Chair Kirchner also provided an update on the El Camino Real Improvement Project. He reported that construction is currently focused on the east side of El Camino Real, additional tree plantings are planned along the east side of the corridor, and the project remains scheduled for completion in 2029.

UPCOMING AGENDA ITEMS

Chair Kirchner reported that the Commission may review cost quotes for printing the *Trees of Burlingame* book at a future meeting.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:46 p.m. The next Beautification Commission meeting is scheduled for July 2, 2026.

Respectfully submitted,

America Diaz

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Recording Secretary