

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGAME AUTHORIZING
THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH
THE HOUSING ENDOWMENT AND REGIONAL TRUST (HEART) OF SAN MATEO COUNTY
IN THE AMOUNT OF \$160,000 FOR HOUSING SERVICES**

WHEREAS, between October 26, 2023, and June 30, 2026, the City of Burlingame contracted with the Housing Endowment and Regional Trust (“HEART”) of San Mateo County to assist with Housing Element implementation and housing services support; and

WHEREAS, HEART has provided a variety of services that have helped advance the City’s Housing Element goals and policies and support the production, maintenance, and oversight of the City’s affordable housing and workforce housing stock; and

WHEREAS, the City desires to continue to contract with HEART to assist with Housing Element implementation, administering the BMR Housing Program, and other housing services and programs; and

WHEREAS, there are adequate funds available in the City of Burlingame Housing Fund to cover the services described in the Scope of Work; and

WHEREAS, on June 15, 2026, the City Council reviewed and considered the agreement for professional services to authorize the work, for an amount not to exceed \$160,000 for a three-year period.

NOW, THEREFORE, the City Council of the City of Burlingame does hereby resolve, find, determine, and order as follows:

1. The City Manager is authorized and directed to enter into a professional services agreement with the Housing Endowment and Regional Trust (HEART) of San Mateo County in the form attached hereto, for a period of three years for housing services described in the Scope of Work attached to the agreement, for a cost not to exceed \$160,000.
2. The City Clerk is directed to attest to the signature of the City Manager upon execution of the professional services agreement.

Michael Brownrigg, Mayor

I, Meaghan Hassel-Shearer, City Clerk of the City of Burlingame, certify that the foregoing Resolution was introduced at a regular meeting of the City Council held on the 15th day of June, 2026, and was adopted thereafter by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

Meaghan Hassel-Shearer, City Clerk