



STAFF REPORT

To: Beautification Commission

Date: September 4, 2025

From: Margaret Glomstad, Parks and Recreation Director

Subject: Approval of the Installation of Two New Didactic Panels, One by the Cupola, in Parking Lot J, and One by the Lions Club

RECOMMENDATION

Staff recommends the Commission approve the installation of two new didactic panels, one by the Lions Club and one by the Cupola, in Parking Lot J

BACKGROUND

Over the past winter and spring, the Burlingame Historical Society has conceived of 2 didactic panels to continue educating residents and visitors about Burlingame's history, outside the confines of the Station museum.

The Historical Society selected two topics that they felt were not well-known or understood in the context of Burlingame's early development.

DISCUSSION

While fundraising for the repair of the Old City Hall cupola, they learned that many residents were unaware of the background and history of the structures they encounter on a regular basis, in and around downtown.

The Historical Society chose the cupola because of the recent restoration, and thought it was important to round out the project with an informational panel containing historical photos and text so that people can learn about the original purpose-built City Hall on Park Road, crowned with the cupola that still exists in its place (Exhibit A).

Similarly, they chose the Lions Club Hall because very few are aware of the history of the diminutive structure, originally a church located in the vicinity of today's public library and later moved to serve a variety of functions over its 116-year history (Exhibit B).

In April, the Historical Society applied for the City's annual Community Grant funding to cover the bulk of the production costs for the panels. The Historical Society Board Members did the design.

FISCAL IMPACT

No budgetary funds will be required for this project. Staff estimate that the materials cost will be approximately \$500 per panel and for staff time, \$2,000 per panel, for a total cost of \$5,000.

EXHIBITS

- A – Cupola Panel
- B – Lions Club Hall Panel
- C – Proposed Locations