

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGAME DECLARING ITS INTENTION TO AMEND THE MASTER FEE SCHEDULE FOR CITY SERVICES AND SETTING A PUBLIC HEARING TO CONSIDER SAID AMENDMENTS FOR MAY 4, 2026, AT 7:00 P.M., IN THE CITY OF BURLINGAME COUNCIL CHAMBERS

WHEREAS, the City of Burlingame regularly reviews the fees that the City charges persons or entities for the use of City facilities or the provision of City services; and

WHEREAS, in order to ensure that the cost of such services and facilities is borne by the users of said services and facilities in a fair and equitable manner, the City periodically adjusts the fees for services and facility use to ensure that the fees charged reflect the actual costs to the City and the City's taxpayers in providing those services and facilities; and

WHEREAS, the fees reflected in the Master Fee Schedule will be carefully reviewed by each City department, and specific recommendations to amend fees will be provided to ensure that charges keep pace with the costs for providing City services, where appropriate.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURLINGAME DOES HEREBY RESOLVE AND ORDER AS FOLLOWS:

1. The Burlingame City Council intends to amend the Master Fee Schedule.
2. The Master Fee Schedule, with proposed adjustments for fiscal year 2026-27, will be posted and available online at www.Burlingame.org with the staff report associated with the May 4, 2026, public hearing related to Amendment of the Master Fee Schedule.
3. The Master Fee Schedule, with proposed adjustments for fiscal year 2026-27, will also be posted and available on the City's website on the Finance Department page at <https://www.burlingame.org/1272/Other-Financial-Reports>
4. The City Council of the City of Burlingame hereby schedules a public hearing on the proposed amendments to the Master Fee Schedule for Monday, May 4, 2026, at 7:00 pm. The meeting will be held in the Council Chambers, 501 Primrose Road, Burlingame, CA. The City Clerk shall post various methods of accessing public hearings. Members of the public may view the meeting either in-person or by logging into the Zoom meeting through the link published within the meeting agenda on the City's website, or by accessing the meeting by phone. Access information is available at www.burlingame.org.
5. At the public hearing, the City Council will receive testimony and evidence, and interested persons may submit written comments before or at the public hearing by

email, or such comments may be sent by mail or delivered to the City Clerk, Burlingame City Hall, 501 Primrose Road, Burlingame, CA 94010.

6. At the public hearing, any and all persons may make oral or written comments on the proposed amendments.
7. At the conclusion of the public hearing, the City Council will deliberate upon the proposed fees as outlined in the Master Fee Schedule and will consider further amendments and adoption of the 2026-27 Master Fee Schedule.
8. All of the facts recited above, in the staff report, and in supporting documentation are true and correct, and the Council relies upon the same.

Michael Brownrigg, Mayor

I, Meaghan Hassel-Shearer, City Clerk of the City of Burlingame, hereby certify that the foregoing Resolution was duly and regularly introduced and adopted at a regular meeting of the Burlingame City Council held on the 6th day of April 2026, by the following vote to wit:

AYES: Councilmembers
NOES: Councilmembers:
ABSENT: Councilmembers:

Meaghan Hassel-Shearer, City Clerk