



**BURLINGAME CITY COUNCIL**  
**Unapproved Minutes**  
**Regular City Council Meeting on September 2, 2025**

**1. CALL TO ORDER**

A duly noticed meeting of the Burlingame City Council was held on the above date in person and via Zoom at 7:10 p.m.

**2. PLEDGE OF ALLEGIANCE TO THE FLAG**

The Pledge of Allegiance was led by Mayor Stevenson.

**3. ROLL CALL**

**MEMBERS PRESENT:** Brownrigg, Colson, Pappajohn, Stevenson, Thayer

**MEMBERS ABSENT:** None

**4. REQUEST FOR AB 2249 REMOTE PARTICIPATION**

There were no requests.

**5. REPORT OUT FROM CLOSED SESSION**

- a. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(1)  
EXTZEL WILLIAMS, III ET AL. V. PENINSULA CORRIDOR JOINT POWERS AUTHORITY AKA CALTRAIN, CITY OF BURLINGAME, ET AL., SAN MATEO COURT CASE NO. 22-CIV-03763

City Attorney Guina reported that direction was given, but no reportable action was taken.

- b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2): ONE CASE

City Attorney Guina reported that Vice Mayor Brownrigg made a motion to approve the settlement with California River Watch; seconded by Councilmember Pappajohn. The motion passed unanimously by roll call vote, 5-0.

- c. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS, PURSUANT TO GOVERNMENT CODE SECTION 54956.8**  
**PROPERTY: 778 BURLWAY ROAD**  
**AGENCY NEGOTIATOR: CITY MANAGER LISA K. GOLDMAN AND CITY ATTORNEY MICHAEL GUINA**  
**NEGOTIATING PARTIES: CITY OF BURLINGAME AND ENTERPRISE RENT-A-CAR**  
**UNDER NEGOTIATION: PRICE AND TERMS**

City Attorney Guina reported that direction was given, but no reportable action was taken.

6. **UPCOMING EVENTS**

Mayor Stevenson reviewed upcoming events in the city.

7. **PRESENTATIONS**

a. **RECOGNIZING SEPTEMBER 2025 AS SUICIDE PREVENTION MONTH**

Kristen Nightingale, a member of the San Mateo County Behavioral Health Commission, introduced two interns, Kristen Lee and Leila Ortiz, to discuss the importance of Suicide Prevention Month.

Ms. Lee and Ms. Ortiz discussed the importance of reaching out to friends, utilizing 988 the Suicide and Crisis Lifeline, and having open discussions with friends and family about mental health.

Mayor Stevenson read the proclamation proclaiming September 2025 as Suicide Prevention Month. Included in the proclamation was the fact that in 2024, 69 people died by suicide in San Mateo County, and the San Mateo County Crisis Line received 13,239 calls.

b. **PRESENTATION FROM SAMOAN SOLUTIONS**

Representatives from Samoan Solutions discussed the non-profit's history in the community and the work that they do to assist Pacific Islanders in the county. To find out more about this organization, their website is: [www.samoansolutions.org](http://www.samoansolutions.org).

8. **PUBLIC COMMENTS**

Two Burlingame High School students, Delaney and Alexander, discussed the formation of the advanced photography class at BHS. They explained that they are excited to partner with the City to assist in publicizing events that occur in Burlingame.

Grace discussed her concerns that Councilmembers can participate in meetings remotely while citizens have to appear in person to comment. She also voiced concerned about the City giving \$10,000 to the

Leadership Council San Mateo County as she believed it to be a Democratic Socialist organization not open to Republicans or independents.

**9. APPROVAL OF CONSENT CALENDAR**

Mayor Stevenson asked the Councilmembers and the public if they wished to remove any item from the Consent Calendar. Vice Mayor Brownrigg pulled item 9g.

Councilmember Colson made a motion to adopt items 9a, 9b, 9c, 9d, 9e, 9f, and 9h from the Consent Calendar; seconded by Councilmember Thayer. The motion passed unanimously by roll call vote, 5-0.

**a. APPROVAL OF CITY COUNCIL MEETING MINUTES FOR THE AUGUST 18, 2025 CLOSED SESSION**

City Clerk Hassel-Shearer requested Council approve the City Council Meeting Minutes for the August 18, 2025 Closed Session.

**b. APPROVAL OF CITY COUNCIL MEETING MINUTES FOR THE AUGUST 18, 2025 REGULAR CITY COUNCIL MEETING**

City Clerk Hassel-Shearer requested Council approve the City Council Meeting Minutes for the August 18, 2025 Regular City Council Meeting.

**c. ADOPTION OF A RESOLUTION ACCEPTING THE CENTRAL COUNTY FIRE DEPARTMENT (CCFD) FIRE STATION 36 BATHROOM REMODEL AND ACCESSIBILITY UPGRADE, CITY PROJECT NO. 87090, BY T&S INTERMODAL MAINTENANCE, INC., DBA T&S WEST CONSTRUCTION, IN THE AMOUNT OF \$203,343.69**

DPW Murtuza requested Council adopt Resolution Number 092-2025.

**d. ADOPTION OF A RESOLUTION ACCEPTING THE FIRE STATION 34 MISCELLANEOUS IMPROVEMENTS BY T&S INTERMODAL MAINTENANCE, INC. DBA T&S WEST CONSTRUCTION, CITY PROJECT NO. 86910 IN THE AMOUNT OF \$269,946.77**

DPW Murtuza requested Council adopt Resolution Number 093-2025.

**e. ADOPTION OF A RESOLUTION REJECTING ALL BIDS RECEIVED FOR THE ELECTRIC VEHICLE CHARGERS INSTALLATION AT THE PUBLIC WORKS CORPORATION YARD, CITY PROJECT NO. 86900, AND AUTHORIZING STAFF TO REVISE THE BID DOCUMENTS AND RE-ADVERTISE THE PROJECT**

DPW Murtuza requested Council adopt Resolution Number 094-2025.

- f. **ADOPTION OF A RESOLUTION APPROVING THE PROCUREMENT OF WATER METERS AND ADVANCED METERING INFRASTRUCTURE (AMI) RADIO DEVICES FROM AQUA-METRIC SALES COMPANY IN AN AMOUNT NOT TO EXCEED \$500,000 ANNUALLY FOR A PERIOD OF FIVE YEARS, FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$2,500,000**

DPW Murtuza requested Council adopt Resolution Number 095-2025.

- g. **ADOPTION OF A RESOLUTION DESIGNATING A VOTING DELEGATE FOR THE 2025 LEAGUE OF CALIFORNIA CITIES' ANNUAL CONFERENCE**

Vice Mayor Brownrigg stated that while the proposed resolution includes the Mayor as the voting delegate, the Council should include alternates in case the Mayor is unable to go.

Councilmember Colson and Vice Mayor Brownrigg agreed to be alternates.

Mayor Stevenson opened the item up for public comment.

Grace voiced concerns about the conference not being remote and the determination of who would be the voting delegate.

Mayor Stevenson closed public comment.

Vice Mayor Brownrigg made a motion to adopt Resolution Number 096-2025 with the amendment that Vice Mayor Brownrigg is the first alternate, and Councilmember Colson is the second alternate; seconded by Councilmember Pappajohn. The motion passed unanimously by roll call vote, 5-0.

- h. **APPROVAL OF OUT-OF-STATE TRAVEL FOR THE BURLINGAME POLICE DEPARTMENT'S CHIEF OF POLICE TO ATTEND THE INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE ANNUAL CONFERENCE**

Police Chief Vaswani requested Council approve of his out-of-state travel to attend the International Association of Chiefs of Police Annual Conference.

## **10. PUBLIC HEARINGS**

- a. **INTRODUCTION AND FIRST READING OF AN ORDINANCE ADDING SECTION 11.06.055, "PRIVATE TREES AND PRIVATELY-OWNED VEGETATION (PUBLIC NUISANCE)", TO CHAPTER 11.06 OF TITLE 11 OF THE BURLINGAME MUNICIPAL CODE REGARDING THE MAINTENANCE OF PRIVATE TREES AND VEGETATION ON PRIVATE PROPERTY; CEQA DETERMINATION: EXEMPT PURSUANT TO STATE CEQA GUIDELINES SECTION 15378 AND 15601(b)(3)**

ACA Burke reviewed the proposed ordinance, stating that it will allow the City to address challenges with private nuisance vegetation. She discussed the following list of conditions that could trigger City enforcement:

- Dead, dying, diseased, or pest infested
- Vegetation that significantly damages infrastructure
- Vegetation that interferes with visibility
- Vegetation that interferes with access
- Climbing plants encroaching on the City right-of-way
- Vegetation declared a public nuisance by legal authority or by the Parks and Recreation Director

ACA Burke stated that the City reviewed similar ordinances in Menlo Park, South San Francisco, Mountain View, Palo Alto, and San Mateo.

ACA Burke reviewed the following limitations of the ordinance:

- Private tree matters remain private
- City involvement is primarily for challenges and risks posed to public areas
- It is not the position of the City to police private vegetation

Councilmember Colson stated that she appreciated that this was being codified. She noted that one of the things that has come up several times in her neighborhood is the intersection of private vegetation and parks vegetation. She explained that the proposed ordinance assists the public and staff in better understanding their roles.

Vice Mayor Brownrigg stated that it surprised him that staff had to propose this ordinance. He explained that he thought it was clear that the City has the right to clear a sidewalk. ACA Burke replied that the City has the right to clear a sidewalk on property it owns. However, she explained that to the extent that there is vegetation on private property that affects public property or public safety, it is good to have an ordinance to point to.

Mayor Stevenson opened the public hearing.

Jennifer Pfaff asked if this ordinance would apply to overgrown hedges. ACA Burke replied in the affirmative.

Tony Paul stated that the City Arborist can help determine what trees need to be removed.

Mayor Stevenson closed the public hearing.

Mayor Stevenson asked about notification and whether it is coming from staff that observe it or from residents that report it. City Arborist Holtz replied that Parks staff is not in the business of policing, but if they do see a hazardous situation, they will work with the City's Code Enforcement Officer. He added that mostly this will be complaint based.

Councilmember Pappajohn made a motion to bring back the proposed ordinance for a second reading; seconded by Vice Mayor Brownrigg.

Vice Mayor Brownrigg commented on the motion by complementing the work of the City Arborist and his staff, who assisted on a resident's recent tree issue.

The motion passed unanimously by roll call vote, 5-0.

**11. STAFF REPORTS AND COMMUNICATIONS**

There were no staff reports.

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

There were none.

**13. FUTURE AGENDA ITEMS**

Vice Mayor Brownrigg asked that the Council agendaize a discussion on creating a policy for view-point media and what can be shown at City facilities. The Council agreed to agendaize the discussion.

**14. 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).

**15. ADJOURNMENT**

Mayor Stevenson adjourned the meeting at 8:32 p.m. in memory of Joseph D. Putnam.

Respectfully submitted,

Meaghan Hassel-Shearer  
City Clerk