

**BURLINGAME BEAUTIFICATION COMMISSION**  
**Draft Minutes August 7, 2025**

The regularly scheduled meeting of the Beautification Commission was called to order at 6:30 p.m. by Chair Chu.

**ROLL CALL**

Present: Chair Chu, Commissioners Bauer, Damico, and Kirchner  
Absent: Commissioner Batte  
Staff: Parks and Recreation Director Glomstad, Parks Superintendent/City Arborist Holtz, and Recording Secretary Diaz  
Others: None

**MINUTES**

Commissioner Bauer made a motion to approve the May 1, 2025, Regular Meeting minutes. The motion was seconded by Commissioner Kirchner and was approved, 4-0-1.

**CORRESPONDENCE**

None

**PUBLIC COMMENT**

None

**PRESENTATION**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**1. Residential, Commercial, and Multi-Family Landscape Award Voting**

Arborist Holtz presented the addresses and photographs submitted by the Commissioners for their Business Landscape Award (BLA) nominations. Commissioner Bauer noted that Twelvemonth (330 Lorton Avenue) may not be eligible for nomination this year, as it was a recipient of the award the previous year. She commented that although she did not nominate Morning Glory, she thought it was pretty and mentioned that it is currently under construction. Commissioner Bauer stated that she nominated Hadia's Skincare because it is very pretty, highlighting its fountain, flowers, and overall clean and inviting appearance. Commissioner Kirchner stated that in the past, many nominees have been downtown businesses, but those typically have limited landscaping space. He observed that this year's nominations presented more variety. Commissioner Kirchner nominated the Embassy Suites, but he noted that the Hyatt offered landscaping visible and accessible to the public from within the property. Commissioner Damico expressed appreciation for Penflora Designs and Morning Glory, noting that both businesses are maximizing greenery despite limited sidewalk space. She stated that she is drawn to green spaces and felt they had done a good job with what they had. Commissioner Damico stated that Hadia's Skincare stood out as very inviting. She nominated Burlingame Senior Living Facility for its plant diversity, purple flowers, and large trees, which created a warm and welcoming environment. Commissioner Chu noted that both he and Commissioner

Kirchner independently nominated 840 Hinckley Road. He stated that the general area has been overlooked in the past, as attention has typically focused on the more visible downtown locations. While he appreciated all the nominations, he felt this was an important factor to consider.

Following the discussion, the Commissioners each recorded their top two nominations. By majority vote, Penflora Designs was selected as the recipient of the Business Landscape Award.

Arborist Holtz presented the Multi-Family Landscape Award (MFLA) nominees. Commissioner Kirchner stated that all the nominees were great. He spoke about 212-214 Myrtle Road and described the landscaped walkway extending to the back of the property, which includes a small island, and noted that the building was constructed in 1928. Commissioner Kirchner discussed the North Park Apartments, noting that while the property features extensive landscaping, some areas are located behind a gate. He stated that the award focuses on what can be seen from the street or by pedestrians.

Following the discussion, the Commissioners each recorded their top two nominations. By majority vote, Northpark Apartments was selected as the recipient of the MFLA.

Arborist Holtz presented the nominees for the Residential Sustainable Landscape Award (RSLA). Commissioner Kirchner explained that his nominations included properties located on the Trousdale side of Burlingame, part of the old Mills Estate. He noted that while older homes in the area are more established and naturally draw attention, several newer homes also stood out. Commissioner Kirchner stated that certain plantings, such as agapanthus and roses, are sustainable despite their appearance, as they require less water than many assume. He stated that one nominee, an Eichler home, had gravel landscaping that fit the property well. Commissioner Bauer stated that nominees demonstrated different approaches to sustainable landscaping, ranging from drought-tolerant plantings with drip irrigation to simpler designs incorporating gravel and fountains. She expressed concern about the use of grass at 1801 Adeline Drive due to water consumption. Commissioner Bauer described 129 Costa Rica Avenue as having a gravel walkway, seating area, drought-tolerant planting, and a bubbling fountain. She valued the use of the small space and its well-organized design, which can serve as an example for residents. Commissioner Bauer stated that 1532 Carol Avenue also included drought-tolerant plants with a different design approach. Commissioner Damico stated that she had initially voted for 129 Costa Rica Avenue but shifted her vote to 2508 Easton Drive. She explained that while both properties incorporated drought-resistant plantings, Easton stood out because of its trees. Commissioner Damico stated that trees are often overlooked but are an essential element for sustainability, providing shade and cooling. Chair Chu stated that the trees were the reason he voted for 2508 Easton Drive, as they provide shade, which is often overlooked.

Following the initial vote, 129 Costa Rica Avenue and 2508 Easton Drive each received two votes, resulting in a tie. After further discussion, Commissioner Kirchner changed his vote to Easton, giving 2508 Easton Drive the majority and making it the recipient of the RSLA.

## **REPORTS**

Director Glomstad announced that Secretary Flores gave birth to another baby boy. Arborist Holtz reported that grid pruning is underway near Edgehill, being performed by the City's contractor WCA, with the goal of pruning and inspecting every tree every four to five years. He explained that this preventive maintenance has been effective in reducing branch loss, tree loss, and potential damage or injury. He stated that staff are preparing for the upcoming storm season and have met with Caltrain regarding trees along the railroad.

Arborist Holtz noted a recent increase in public inquiries related to easements, explaining that most easements in Burlingame are privately owned and the responsibility of adjacent property owners. He also reported that the City joined Central County Fire and the Burlingame Neighborhood Network for a joint presentation on wildfire awareness and tree ownership responsibilities. He reported that one of the largest tree plantings will take place in October, noting that trees planted in the fall typically have higher survival rates than those planted in spring. He added that staff continue to educate the public on the importance of proper tree watering. Arborist Holtz reported that the Town Square project is on track to open in late fall, with an additional staff member recruited to support maintenance in that area. He reported that the Parks and Recreation Commission approved sport court lining at Victoria Park, with work scheduled to begin at the end of the month. Commissioner Kirchner reported that recent tree-related statistics from *Burlingame By The Numbers* had been posted on social media, noting that they were both informative and well-presented. He also reported that the *Trees of Burlingame* booklet is nearly complete, pending photo selection, and credited Laura Hesselgrem for contributing to the photography.

#### **UPCOMING AGENDA ITEMS**

Director Glomstad stated that the Burlingame Historical Society will seek approval for the installation of two new didactic panels: one located by the cupola in Parking Lot J, and the other near the Lions Club.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 7:10 p.m. The next Beautification Commission meeting is scheduled for September 4, 2025.

Respectfully submitted,

*America Diaz*

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Recording Secretary