

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGAME
APPOINTING A DIRECTOR AND AN ALTERNATE TO THE PLAN JPA BOARD OF
DIRECTORS**

WHEREAS, the City of Burlingame is a member of the Pooled Liability Assurance Network Joint Powers Authority (PLAN JPA), which provides the City with liability insurance, property insurance, and employee bonds; and

WHEREAS, PLAN JPA is a self-funded insurance pool serving public agencies;
and

WHEREAS, the operations of these programs are governed by a Board of Directors consisting of one representative and one alternate from each member agency;
and

WHEREAS, the City of Burlingame's designated representatives for the relevant insurance board have been the City Attorney, with the Finance Director acting as alternate; and

WHEREAS, in 2018, the City Council adopted Resolution No. 097-2018, naming the then-current City Attorney and Finance Director as the representative and alternate to the PLAN Board; and

WHEREAS, PLAN requests an updated resolution designating current Burlingame representatives; and

WHEREAS, participation of the Board of Directors has been carried out by the City staff as part of its regular duties and does not result in any remuneration to the employee;
and

WHEREAS, it is recommended that the City Council reaffirm its designees to the PLAN JPA Board of Directors.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Burlingame designates the following individuals as appointees to the PLAN JPA Board of Directors:

Name	Title	Designation
Michael Guina	City Attorney	Board Member
Helen Yu-Scott	Finance Director	Alternate

Michael Brownrigg, Mayor

I, MEAGHAN HASSEL-SHEARER, City Clerk of the City of Burlingame, do hereby certify that the foregoing Resolution was introduced at a regular meeting of the City Council held on the 6th day of April 2026, and was adopted thereafter by the following vote:

AYES: COUNCILMEMBERS:
 NOES: COUNCILMEMBERS:
 ABSENT: COUNCILMEMBERS:

Meaghan Hassel-Shearer, City Clerk