



**BURLINGAME CITY COUNCIL
Unapproved Minutes
City Council Budget Study Session on May 19, 2026**

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 5:30 p.m.

2. ROLL CALL

MEMBERS PRESENT: Brownrigg, Colson, Pappajohn, and Thayer

MEMBERS ABSENT: Stevenson

3. REPORT OF REMOTE PARTICIPATION

There were none.

4. PUBLIC COMMENTS

There were no public comments.

5. STUDY SESSION

a. STUDY SESSION: FISCAL YEAR 2026-27 BUDGET

Finance Director Yu-Scott began with a review of the FY 2026-27 budget highlights:

- Economic Outlook
 - Rise in economic uncertainty
 - Escalation of tariffs and trade wars
 - Increasing unemployment and inflation
 - Continuation of fiscal and monetary policy changes
- Budget Strategies
 - Priority on quality municipal service delivery
 - Balance discretionary spending and capital needs
 - Eliminate transfers to the Capital Investment Reserve
 - Pause contribution to the Pension Trust Fund

- Draw from unassigned fund balance

Finance Director Yu-Scott reviewed the proposed FY 2026-27 General Fund Revenues:

Category	Revenues
Property Tax	\$37,680,770
Sales and Use Tax	\$16,893,300
Transient Occupancy Tax	\$23,002,000
Other Taxes <ul style="list-style-type: none"> • Franchise Tax • Business Tax • Real Property Transfer Tax • State HOPTR 	\$2,035,000 \$1,910,000 \$400,000 \$64,000
Licenses and Permits	\$94,6000
Fines, Forfeitures, and Penalties	\$683,000
Use of Money and Property	\$1,757,800
Charges for Services	\$7,816,080
Other Revenue	\$137,000
State Subventions	\$344,700
Interest Income	\$3,300,000
Total	\$96,118,250

Finance Director Yu-Scott stated that the proposed FY 2026-27 General Fund revenues are \$2.37 million higher than the previous fiscal year.

Finance Director Yu-Scott displayed a bar chart showing the growth in the City’s property tax revenues:

Fiscal Year	Secure and Others	VLF In Lieu
FY 2017-18	\$17.1 million	\$3.3 million
FY 2018-19	\$18.5 million	\$3.5 million
FY 2019-20	\$19.7 million	\$3.6 million
FY 2020-21	\$21.9 million	\$2.3 million
FY 2021-22	\$23.8 million	\$3.9 million
FY 2022-23	\$26 million	\$5.3 million
FY 2023-24	\$28 million	\$3.6 million
FY 2024-25	\$29.8 million	\$4.6 million
FY 2025-26 (estimated)	\$31.1 million	\$4.9 million
FY 2026-27 (projected)	\$32.6 million	\$5.1 million

Finance Director Yu-Scott stated staff projected continued growth in VLF-related revenues, targeting about \$6 million for FY 2026-27. She noted that in practice, the City experiences an average annual shortfall of roughly 42%, therefore staff now budgets at only about 58% of the full calculated amount. She added that

in dealing with previous VLF shortfalls, the State has only funded approximately two-thirds of the shortfall, which is why the current budget builds in an anticipated \$1.5 million in VLF-related State revenue.

Finance Director Yu-Scott stated that the FY 2023-24 shortfall owed by the State stands at approximately \$728,000, and additional shortfalls are anticipated for fiscal years 2024-25, 2025-26, 2026-27. She noted that the total cumulative shortfall is currently tracked at approximately \$5.5 million.

Finance Director Yu-Scott displayed a bar chart showing the fluctuations in the City’s sales tax revenues:

Fiscal Year	Local 1% Sales Tax (including Prop. 172)	0.25% Measure I
FY 2017-18	\$12.3 million	\$0.5 million
FY 2018-19	\$15.3 million	\$2.5 million
FY 2019-20	\$12.5 million	\$2.3 million
FY 2020-21	\$13.1 million	\$2.5 million
FY 2021-22	\$14.6 million	\$3 million
FY 2022-23	\$14 million	\$3.1 million
FY 2023-24	\$14.3 million	\$3.3 million
FY 2024-25	\$14.2 million	\$3.1 million
FY 2025-26 (estimated)	\$13.5 million	\$3.1 million
FY 2026-27 (projected)	\$13.7 million	\$3.2 million

Finance Director Yu-Scott displayed a bar chart showcasing the change in Transit Occupancy Tax (“TOT”) revenues over the years

- FY 2017-18 - \$27.9 million
- FY 2018-19 - \$29.4 million
- FY 2019-20 - \$20.4 million
- FY 2020-21 - \$5.7 million
- FY 2021-22 - \$12.4 million
- FY 2022-23 - \$18.3 million
- FY 2023-24 - \$19.3 million
- FY 2024-25 - \$20.2 million
- FY 2025-26 (estimated) - \$21.8 million
- FY 2026-27 (projected) - \$23 million

Mayor Brownrigg suggested enhancing the TOT bar chart by adding the number of hotel rooms in each year, to illustrate that the room supply has decreased.

Finance Director Yu-Scott reviewed the proposed FY 2026-27 General Fund expenditures:

Category	Expenditures
General Administration	\$9,342,450
Public Safety	

<ul style="list-style-type: none"> • Fire and Disaster Preparedness • Police and Dispatch • Parking Enforcement 	\$19,207,990 \$23,599,219 \$850,905
Public Works	\$9,792,828
Community Development	\$2,912,250
Leisure and Neighborhood Services <ul style="list-style-type: none"> • Aquatics Center • Library • Parks and Tree Maintenance • Recreation 	\$800,000 \$7,547,299 \$12,341,243 \$6,284,613
Total	\$92,678,797

Finance Director Yu-Scott stated that the proposed FY 2026-27 General Fund expenditures have increased \$3 million over the previous fiscal year.

Finance Director Yu-Scott reviewed the proposed FY 2026-27 General Fund balance projection:

General Fund	FY 2024-25 Actual (in thousands)	FY 2025-26 Revised Budget (in thousands)	FY 2026-27 Projected (in thousands)
Beginning Fund Balance (audited)	\$57,408	\$57,644	\$51,261
<ul style="list-style-type: none"> • Projected Revenues • Projected Departmental Expenditures 	\$93,701 (\$79,546)	\$93,748 (\$89,673)	\$96,118 (\$92,679)
Subtotal, Revenue Net of Expenditures	\$14,155	\$4,075	\$3,439
Transfer to Debt Service	(\$3,650)	(\$3,122)	(\$3,104)
Transfer to Capital Project Fund	(\$12,657)	(\$10,102)	(\$5,700)
Other Transfers In (Out) of General Fund	\$2,388	\$2,766	\$2,275
Ending Fund Balance (Projected)	\$57,644	\$51,261	\$48,171

Finance Director Yu-Scott reviewed the proposed FY 2026-27 General Fund balance assignments:

General Fund	FY 2024-25 (in thousands)	FY 2025-26 Adopted Budget (in thousands)	FY 2025-26 Revised Budget (in thousands)	FY 2026-27 Proposed Budget (in thousands)
Economic Stability Reserve	\$21,658	\$22,203	\$22,499	\$23,068
Catastrophic Reserve	\$2,000	\$2,000	\$2,000	\$2,000
Contingency Reserve <ul style="list-style-type: none"> • Subtotal, Assigned Fund Balance 	\$500 \$24,158	\$500 \$24,703	\$500 \$24,999	\$500 \$25,568
Add: Restricted for Pension Trust Fund	\$22,310	\$20,301	\$22,310	\$22,310
Add: Unassigned Fund Balance	\$11,176	\$700	\$3,952	\$293
Total, Ending Fund Balance (Projected)	\$57,644	\$45,704	\$51,261	\$48,171

Finance Director Yu-Scott stated that in response to a mid-year budget study question from the Mayor, while the City did not draw on emergency reserves during COVID, it did receive \$7.8 million in federal relief funds, which effectively prevented the need to tap its emergency reserve.

Finance Director Yu-Scott reviewed the proposed FY 2026-27 budget summary of other funds:

Other Funds	FY 2025-26 Revised Budget (in thousands)	FY 2026-27 Proposed Budget (in thousands)
Capital Projects	\$27,400	\$46,850
Financing Authority	\$5,714	\$5,706
Water Enterprise	\$19,036	\$20,462
Sewer Enterprise	\$13,422	\$13,804
Parking Enterprise	\$2,250	\$1,411
Solid Waste Enterprise	\$974	\$977
Landfill Closure	\$381	\$384
Building Enterprise	\$4,607	\$4,776
Special Revenue Funds	\$857	\$857
Internal Service Funds	\$3,202	(\$128)
Total	\$77,843	\$95,099

Finance Director Yu-Scott reviewed the proposed FY 2026-27 Capital Improvement Program and noted that this item would be discussed in more detail in the next presentation.

Finance Director Yu-Scott reviewed the proposed FY 2026-27 Citywide budget:

- General Fund - \$92.7 million
- Capital Improvements - \$46.8 million
- Utilities (Water and Sewer) - \$34.3 million
- Other Funds - \$14 million
- **Total - \$187.8 million**

Finance Director Yu-Scott reviewed the proposed personnel classifications and position changes for FY 2026-27:

- Reclassify
 - One Planning Manager to Assistant Community Development Director
 - One Financial Services Manager to Deputy Finance Director
 - One Deputy Public Works Director to Assistant Public Works Director
 - One Recreation Supervisor to Senior Management Analyst
 - One Recreation Manager to Deputy Recreation Director
 - One Police Clerk II to Police Evidence Technician
- Add
 - One Senior Technology Analyst

- One Recreation Coordinator
- Realign
 - Increase one part-time Librarian II from 0.75 FTE to 1.00 FTE; reduce another part-time Librarian I from 0.75 FTE to 0.50 FTE
 - Split the Maintenance Electrician 20/40/40 between the General Fund, Water Enterprise Fund, and Sewer Enterprise Fund
 - Move 25% of one Financial Services Manager out of the Information Technology Internal Services Fund and back into the General Fund
 - Split the Finance Director 60/40 between the General Fund and the Information Technology Internal Services Fund

Finance Director Yu-Scott reviewed the General Fund Five Year Forecast:

General Fund	FY 25-26 Revised (in thousands)	FY 26-27 Proposed (in thousands)	FY 27-28 Forecast (in thousands)	FY 28-29 Forecast (in thousands)	FY 29-30 Forecast (in thousands)	FY 30-31 Forecast (in thousands)
Total Revenues	\$93,748	\$96,118	\$103,180	\$107,151	\$111,301	\$115,371
Total Expenditures	(\$89,673)	(\$92,679)	(\$96,309)	(\$100,821)	(\$105,544)	(\$110,560)
Revenues Net of Expenditures	\$4,075	\$3,439	\$6,871	\$6,330	\$5,757	\$4,811
Transfer to Debt Service Fund	(\$3,122)	(\$3,104)	(\$5,136)	(\$5,323)	(\$5,332)	(\$5,337)
Other Transfers In (Out)	\$2,776	\$2,275	\$1,736	\$1,802	\$1,863	\$2,288
Revenue Over (Under) Expenditure and Operating Transfers	\$3,719	\$2,610	\$3,291	\$2,809	\$2,288	\$1,762
Transfer to Capital Project Fund	(\$10,102)	(\$5,700)	(\$12,925)	(\$13,170)	(\$9,870)	(\$12,600)
Net Surplus/(Deficit)	(\$6,383)	(\$3,090)	(\$9,634)	(\$10,361)	(\$7,582)	(\$10,838)

Councilmember Colson noted that the operating surplus figures are relatively stable. She added that the line in the chart regarding “Transfer to Capital Project Fund” is not pre-determined and something that can be reduced or increased depending on conditions. She added that it might be worthwhile, in the future, to present a five-year historical lookback alongside the forecast to show how actual operating surpluses, capital transfers, and fund balances evolved over time.

City Manager Goldman stated that the actual year-end expenditures are often lower than budgeted. She emphasized that departments tend to underspend their budgets.

Vice Mayor Pappajohn asked if the City should assume higher ongoing costs due to adding more housing units, which increase the demand on infrastructure and services. City Manager Goldman replied that it is a

combination of adding housing units and State mandates that drive staff and cost increases. She gave the example of how due to State mandates, the City created an Environmental Regulatory Compliance Manager position.

Mayor Brownrigg stated that he appreciates the City's conservative revenue forecasting and hopes the projections prove to be conservative given San Francisco's rebound. He explained that he believes that the planned development on the Bayfront and along Rollins Road will strengthen property tax and TOT over time.

Mayor Brownrigg discussed the VLF shortfall and expressed growing skepticism that the State will ever fully repay the amounts owed. He offered two conceptual strategies:

1. In-kind value – explore whether the State could provide in-kind support or capital investments in lieu of making a cash payment
2. Reclassify the VLF receivable: accruing the VLF owed against major capital commitments, effectively backfilling capital commitments with the State IOU and freeing up actual cash

Finance Director Yu-Scott stated that the City currently tracks VLF shortfalls "off-book" because a receivable is normally booked only when there is reasonable expectation of collection within a year, and the State's finance staff currently does not acknowledge the amounts as owed.

Mayor Brownrigg stated that even if the VLF is not used to free up capital, there is a point at which the City should stop visually presenting it as an expected resource. Finance Director Yu-Scott replied that staff will gain clarity once the current year State budget decisions are finalized and can then advise Council on whether there is any viable path forward for recovering more than the partial amount received in past years.

Councilmember Colson proposed a broader conversation about capital commitments that may never fully materialize such as the Broadway Grade Separation and whether reserves held for such projects should be reconsidered and possibly reallocated to other congestion relief or active transportation projects.

Finance Director Yu-Scott stated that staff projects that the City will have \$16,767,670 in its Capital Investment Reserves as of June 30, 2026.

Councilmember Colson asked for clarification on how the Broadway Grade Separation and other project allocations show in the financial statements. Finance Director Yu-Scott replied that when funds are actually spent on a capital project, they are booked as capital expenditures in a specific project account, and then ultimately capitalized if they result in a new asset.

Councilmember Colson asked whether the \$16.7 million figure is in addition to the City's standard General Fund Reserve. City Manager Goldman replied in the affirmative.

Mayor Brownrigg discussed OneShoreline’s funding need. He explained that OneShoreline has done extensive technical and planning work to assist Burlingame in addressing Bayfront flood protection and sea level rise. This has mostly been funded from outside sources. However, OneShoreline is now reportedly approximately \$175,000 short of the funds needed to complete the Environmental Impact Report (“EIR”) for the joint Burlingame-Millbrae-SFO reach.

Councilmember Colson stated that the total shortfall to complete the EIR is about \$175,000. She explained that Burlingame’s share is roughly 85%, with the remainder attributable to Millbrae.

Councilmember Colson suggested having the City budget for the full \$175,000 but seek Millbrae’s participation. She emphasized the importance of preserving the \$4 million in work already done on Burlingame’s behalf.

Vice Mayor Pappajohn and Councilmember Thayer concurred.

Finance Director Yu-Scott reviewed the projected General Fund Five Year Forecast Summary:

Fund Balance	FY 25-26 Revised (in thousands)	FY 26-27 Proposed (in thousands)	FY 27-28 Forecast (in thousands)	FY 28-29 Forecast (in thousands)	FY 29-30 Forecast (in thousands)	FY 30-31 Forecast (in thousands)
General Fund Beginning Balance	\$57,644	\$51,261	\$48,171	\$38,537	\$28,176	\$20,595
General Fund Ending Balance	\$51,261	\$48,171	\$38,537	\$28,176	\$20,595	\$9,757
Assigned Balance	\$24,999	\$25,568	\$27,263	\$28,216	\$29,212	\$30,189
Economic Stability Reserve at 24% of Revenue	\$22,499	\$23,068	\$24,763	\$25,716	\$26,712	\$27,689
Catastrophic Reserve (\$2 million)	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Contingency Reserve (\$0.5 million)	\$500	\$500	\$500	\$500	\$500	\$500
PARS Restricted Cash	\$22,310	\$22,310	\$22,310	\$22,310	\$22,310	\$22,310
Unassigned Fund Balance	\$3,952	\$293	(\$11,036)	(\$22,350)	(\$30,927)	(\$42,742)

City Manager Goldman noted that the Council need not focus too long on the “all negative” future lines but should recognize that the reserves need to be re-evaluated periodically.

Mayor Brownrigg thanked staff for their presentation.

b. CITY COUNCIL REVIEW OF DRAFT FY 2026-27 CAPITAL IMPROVEMENT PROGRAM

Assistant Public Works Director Kevin Okada began with a summary of the proposed Capital Improvement Program for FY 2026-27:

Programs	FY 2026-27 Requests (in thousands)
Parks and Recreation Improvements	\$430
Building Facilities Improvements	\$6,295
Bike, Pedestrian, and Traffic Improvements	\$24,175
Parking Enterprise Funded Projects	\$700
Street Resurfacing Program	\$2,400
Water System Enterprise Fund Projects	\$4,800
Sanitary Sewer Enterprise System Projects	\$5,280
Storm Drain System Projects	\$1,500
TOTAL	\$45,580

Mr. Okada reviewed the proposed FY 2026-27 Parks and Recreation improvements:

Project Description	General Fund (in thousands)	Total (in thousands)
BSD Synthetic Turf Replacement Fund	\$200	\$200
Cuernavaca Synthetic Turf Replacement	\$150	\$150
Central Irrigation Controller	\$50	\$50
Annual Tree Replacement	\$30	\$30
TOTAL	\$430	\$430

Mayor Brownrigg asked whether the Cuernavaca Synthetic Turf Replacement Fund represents a full turf replacement or a sinking fund. Parks and Recreation Director Glomstad replied that it was a sinking fund.

Mayor Brownrigg stated that it should be called Cuernavaca Synthetic Turf Replacement Fund Contribution in order to avoid public misunderstanding.

Mr. Okada reviewed the proposed FY 2026-27 Building Facilities improvements:

Project Description	General Fund (in thousands)	Impact Fees (in thousands)	Grant (in thousands)	Total (in thousands)
Parks Division Corporation Yard	\$1,500			\$1,500
PD Women’s Bathroom Expansion/Locker Room Renovation, Phase 2		\$1,000		\$1,000
Fire Station 36 Miscellaneous Improvements	\$700			\$700
Library Staff Elevator Modernization		\$600		\$600

Fire Station 34 HVAC Improvements	\$500			\$500
Fire Station 34 Roof Replacement		\$285		\$285
Washington Park Grandstands Improvements		\$260		\$260
City Facilities Roof Replacement Fund	\$200			\$200
Fire Station 34 Traffic Signal Replacement		\$150		\$150
Fire Alarm Upgrade at Library		\$100		\$100
Citywide Minor Building Facilities	\$100			\$100
Battery Energy Storage System (BESS) at Community Center			\$900 (HUD Grant)	\$900 (HUD Grant)
TOTAL	\$3,000	\$2,395	\$900	\$6,295

Councilmember Colson voiced support for the Parks Division Corporation Yard Updates. She noted that this project was about workplace equity and underscored the importance of providing appropriate locker and restroom facilities for all staff.

Mr. Okada reviewed the proposed FY 2026-27 Bike, Pedestrian, and Traffic improvements:

Project Description	General Fund (in thousands)	Gas Tax/SB 1 (in thousands)	Measure A&W (in thousands)	Measure I (in thousands)	Grants (in thousands)	Total (in thousands)
Old Bayshore Highway Complete Streets			\$300		\$19,200	\$19,500
Peninsula Corridor Multi-Modal Complete Streets (Design)			\$175		\$1,125	\$1,300
Sidewalk Repair Program & ADA Improvements		\$100		\$1,000		\$1,100
Bellevue/Primrose/Floribunda Traffic Circles (Design)			\$300			\$300
California Drive Bike and Ped Improvements – Phase 3 – Burlingame to Peninsula			\$300			\$300

Chapin Complete Streets Improvements (Design)			\$300			\$300
California Drive Signal Modifications at Howard and Bayswater			\$300			\$300
Citywide Traffic Calming Improvements			\$275			\$275
Peninsula and Dwight Traffic Signal Project			\$200			\$200
Easton Stairs Project (Design)			\$150			\$150
South Rollins Road Traffic Calming			\$150			\$150
Citywide Pedestrian Improvements			\$100			\$100
Murchison, Trousdale, and Davis Bike Project			\$100			\$100
Traffic and Transportation Studies			\$100			\$100
Total	\$0	\$100	\$2,550	\$1,000	\$20,325	\$23,975

Mayor Brownrigg inquired about coordination with Divco in regard to the Old Bayshore Highway Complete Streets Project. He noted that the private project’s interface with Caltrans has significant implications for how complete streets improvements will tie in. Mr. Okada replied that the City will start design and coordinate with the Divco/Caltrans design, connecting to whatever configuration is ultimately approved there and then extend improvements north toward Millbrae.

Mayor Brownrigg asked that hotels such as the nearby Hyatt, Bay Landing, and Marriott properties be engaged early, as they are heavily affected by visitor ingress and egress. Mr. Okada replied in the affirmative.

Mr. Okada reviewed the proposed FY 2026-27 Parking and Garages projects:

Project Description	General Fund (in thousands)	Parking Enterprise Fund (in thousands)	Total (in thousands)
Parking Lot Resurfacing (Lot R)		\$500	\$500
Highland Garage Concrete Repair Project		\$200	\$200

Total	\$0	\$700	\$700
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Mr. Okada reviewed the proposed FY 2026-27 Street Resurfacing program at a total cost of \$2.4 million:

- Castro Court – from Martinez Drive to end
- East Carol Avenue – from Barroilhet Avenue to Carol Avenue
- Frontera Way – from Vallejo Drive to Hunt Drive
- Hillside Drive – from Alvarado Avenue to Vancouver Avenue
- Paloma Avenue – from Broadway to Lincoln Avenue
- Skyline Boulevard – from South City limits to Hillside Drive
- Toledo Court – Martinez Drive to end
- Rollins Road – from North City limits to Broadway

Councilmember Colson stated that while residents often prioritize streets and sidewalk repairs, they simultaneously call for reduction or repeal of the gas tax, not recognizing that SB 1 and gas taxes fund much of the road work. She suggested that the City use project signs or sandwich boards that explain how the project is funded. Mr. Okada replied in the affirmative.

Mr. Okada reviewed the proposed FY 2026-27 Water System Enterprise Fund projects:

Project Description	Total (in thousands)
East Burlingame Terrace- Easton Addition and Burlingame Terrace Phase 2	\$3,500
Water System Valve Replacement, Phase 3	\$650
Water Meter Replacement Program	\$400
Regional Water Supply Studies and Coordination	\$100
Burlingame Hillsborough Interties Improvement Project	\$100
SCADA System Upgrade	\$50
Total	\$4,800

Mayor Brownrigg asked about the joint water project with Hillsborough. Mr. Okada replied that the project is currently in design, and Burlingame allocated some funding for the design, but the project is not in this year's CIP.

Mr. Okada reviewed the proposed FY 2026-27 Sanitary Sewer System CIP:

Project Description	Total (in thousands)
Gilbreth Road Lift Station	\$4,400
Mitten Pump Station Project (Design)	\$450
WWTP – Pump Replacement Project	\$200
WWTP – Rollins Road Pump Replacement Project	\$115
WWTP – Bar Screen Replacement Project	\$115
Total	\$5,280

Mr. Okada stated that the only proposed project for the Storm Drain System CIP for FY 2026-27 is the Sanchez Creek Box Culvert cleaning at North Park Apartments for \$1.5 million.

Mr. Okada reviewed the proposed FY 2026-27 CIP Funding by source:

Funding Source	FY 2026-27 Requests (in thousands)
General Fund	\$3,430
Measure I (\$1 million for sidewalks)	\$1,000
Gas Tax, Measure A, and SB 1	\$5,250
Parking Enterprise	\$700
Impact Fees	\$2,395
Grants/Loans	\$21,225
Water Enterprise Fund Projects	\$4,800
Sewer System Enterprise Fund	\$5,280
Storm Drainage System Projects	\$1,500
Total	\$45,580

Mr. Okada provided a summary of staff’s CIP recommendations for FY 2026-27:

Programs	FY 2026-27 Requests (in thousands)
Parks and Recreation Improvements	\$430
Building Facilities Improvements	\$6,295
Bike, Pedestrian, and Traffic Improvements	\$24,175
Parking and Garages	\$700
Street Resurfacing Program	\$2,400
Water System Projects	\$4,800
Sanitary Sewer System Projects	\$5,280
Storm Drainage System Projects	\$1,500
Total	\$45,580

Councilmember Thayer asked how grant matches are funded. Mr. Okada replied that matches are primarily drawn from Measure A, Measure W, and in some cases from Street Resurfacing funds, rather than the General Fund.

Councilmember Colson stated that the CIP is strong and well-funded. She highlighted staff’s efforts to apply for and manage grants to allow the City to secure so much outside funding.

Councilmember Colson stated that the City will soon have very attractive corridors on Old Bayshore Highway and Rollins Road, including major new housing developments. She noted that without the Broadway Grade Separation, residents on Rollins will face unsafe or inconvenient routes to reach central Burlingame, Broadway businesses, and schools. She suggested that the City explore a grade-separated pedestrian and bicycle crossing over the Caltrain tracks near North Rollins Road to provide safer connectivity.

Mayor Brownrigg, Vice Mayor Pappajohn, and Councilmember Thayer concurred with Councilmember Colson.

Councilmember Colson discussed the importance of planning for the Chapin Street/ City Hall frontage. She stated that as the City moves into the new City Hall building, Chapin Street should be re-envisioned as a civic plaza or improved frontage, enhancing the public realm and accessibility around City Hall. City Manager Goldman replied that the City expects significant cost-sharing or direct improvements from the adjacent developer as part of its community benefits package.

Mayor Brownrigg stated that while the new City Hall is fundamentally a good building, its entry sequence and public plaza treatment are what will make it read as a true civic building. He asked that a Chapin Street/City Hall plaza concept come back to the Council as either a study session or regular agenda item. Mr. Okada replied in the affirmative.

Mayor Brownrigg opened the item up for public comment. No one spoke.

Councilmember Colson stated that she felt this was a strong budget, and that, if the item were on the agenda for formal action that evening, she would approve it. She voiced her appreciation for the grant-seeking efforts of staff, emphasizing that CIP funding from outside agencies depends heavily on staff initiative and expertise. She asked how the City's fiscal health and limitations are communicated to staff. City Manager Goldman replied that during labor negotiations, Finance Director Yu-Scott makes a budget presentation to the unions to explain the City's financial reality.

Mayor Brownrigg and City Manager Goldman thanked Finance and Public Works for all their hard work in preparing for the meeting.

6. ADJOURNMENT

Mayor Brownrigg adjourned the study session at 7:14 p.m.

Respectfully submitted,

Meaghan Hassel-Shearer
City Clerk