



STAFF REPORT

AGENDA NO: 9m

MEETING DATE: December 15, 2025

To: Honorable Mayor and City Council

Date: December 15, 2025

From: Lisa K. Goldman, City Manager – (650) 558-7243

Subject: Adoption of a Resolution Approving Free Parking in City Owned Parking Lots and at On-Street Metered Parking Spaces from December 24, 2025, through January 3, 2026

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution approving free parking in City owned parking lots and at on-street metered parking spaces from December 24, 2025, through January 3, 2026, or provide direction as to an alternate timeframe.

BACKGROUND

For the past several years, the City has offered free holiday parking in the business districts to encourage people to shop and dine in Burlingame. Some years, the free days occurred on Saturdays in December. Last year, the City offered the free parking from December 24 until January 1 in order to encourage people to patronage Burlingame businesses after Christmas, when activity slows down.

Burlingame Municipal Code section 13.36.050(a) authorizes the City Council to set parking regulations on City-owned parking lots and facilities by ordinance or resolution. Pursuant to that code section, the City Council may adopt the proposed resolution approving free parking in City-owned parking lots during the proposed dates.

DISCUSSION

As January 1 falls on a Thursday this year, and parking is already free on Sundays, staff suggests expanding the free parking days to include Friday, January 2, and Saturday, January 3, so as to keep the program in place through the weekend. If the City Council adopts the attached resolution, then staff will publicize the free parking days in the eNews, through social media, and through signage at the meters/pay kiosks.

FISCAL IMPACT

The estimated cost of eight days of free parking is \$45,000. The Parking Enterprise Fund has sufficient monies to accommodate this temporary change.

Exhibit:

- Resolution