



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Agenda - Final City Council

Monday, May 20, 2024

7:00 PM

Council Chambers/Zoom

Consistent with Government Code Section 54953, this City Council Meeting will be held via Zoom in addition to in person.

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting from home or attend the meeting in person. Below is the information on how the public may observe and participate in the meeting.

To Attend the Meeting in Person:

Location: Council Chambers, 501 Primrose Road, Burlingame, California 94010

To Attend the Meeting via Zoom:

To access the meeting by computer:

Go to www.zoom.us/join

Meeting ID: 854 4628 9003

Passcode: 788779

To access the meeting by phone:

Dial 1-669-900-6833

Meeting ID: 854 4628 9003

Passcode: 788779

To Provide Public Comment in Person:

Members of the public wishing to speak will be asked to fill out a "Request to Speak" card located on the table by the door and then hand it to staff. The provisions of a name, address, or other identifying information is optional. Speakers are limited to three minutes each, however, the Mayor may adjust the time limit in light of the number of anticipated speakers.

To Provide Public Comment via Email:

Members of the public may provide written comments by email to publiccomment@burlingame.org. Emailed comments should include the specific agenda item on which you are commenting. Note that your comment concerns an item that is not on the agenda. The length of the comment should be commensurate with the three minutes customarily allowed for verbal comments which is approximately 250 to 300 words. To ensure that your comment is received and read to the City Council for the appropriate agenda item, please submit your email no later than 5:00 p.m. on Monday, May 20, 2024. The City will make every effort to read emails received after that time but cannot guarantee such emails will be read into the record. Any emails received after that 5:00 p.m. deadline which are not read into the record will be provided to the City Council after the meeting.

1. CALL TO ORDER - 7:00 p.m. - Council Chambers/Zoom**To access the meeting by computer:**

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2. PLEDGE OF ALLEGIANCE TO THE FLAG**3. ROLL CALL****4. REQUEST FOR AB 2449 REMOTE PARTICIPATION**

Announcements/consideration and approval of requests by Councilmembers to participate pursuant to AB 2449 (Government Code Section 54953(f))

5. REPORT OUT FROM CLOSED SESSION**6. UPCOMING EVENTS****7. PRESENTATIONS**

a. RethinkWaste 2024 Trash to Art Contest Recognition

b. Update from the Youth Advisory Committee ("YAC")

- c. Update from Caltrain

8. PUBLIC COMMENTS, NON-AGENDA

Members of the public may speak about any item not on the agenda. Members of the public wishing to suggest an item for a future Council agenda may do so during this public comment period. The Ralph M. Brown Act (the State local agency open meeting law) prohibits the City Council from acting on any matter that is not on the agenda.

9. APPROVAL OF CONSENT CALENDAR

Consent calendar items are usually approved in a single motion, unless pulled for separate discussion. Any member of the public wishing to comment on an item listed here may do so by submitting a speaker slip for that item in advance of the Council's consideration of the consent calendar.

- a. Adoption of a Resolution Awarding a Contractual Services Agreement to Anvil Builders, Inc. for the Mills Canyon Landslide Repair, City Project No. 86780, in the Amount of \$744,964.50; Transferring \$1,250,000 from the General Fund Reserve to the Parks and Trees Capital Improvement Project Fund; and Increasing the Project Appropriation by \$1,250,000

Attachments: [Staff Report](#)
 [Resolution](#)
 [Agreement with Anvil Builders, Inc.](#)

- b. Adoption of a Resolution Approving the Final Parcel Map (PM 23-02), Lot Merger and Subdivision of Lots 39 to 48, Block 6, East Millsdale Industrial Park Unit No. 3 Subdivision, Lot 39, Millsdale Industrial Park No. 5-A Subdivision, and Parcel with Assessor's Parcel Number 025-271-100 at 1541-1565 Adrian Road and 960 David Road; CEQA Determination: Exempt Pursuant to State CEQA Guidelines 15061(b)(3)

Attachments: [Staff Report](#)
 [Resolution](#)
 [Final Map](#)
 [April 8, 2024 Planning Commission Minutes](#)

- c. Adoption of a Resolution Awarding a \$341,096 Construction Contract to Pump Repair Service Company, Inc. for the Sisters of Mercy Pump Station Replacement, City Project No. 86290, and Authorizing the City Manager to Execute the Construction Contract

Attachments: [Staff Report](#)
 [Resolution](#)
 [Construction Contract](#)
 [Bid Summary](#)
 [Project Location Map](#)

- d. Adoption of Resolutions Awarding a \$2,933,770 Construction Contract to Cratus, Inc. for the West Burlingame Terrace Subdivision Water Main Replacement, City Project No. 84893 and Approving a \$404,800 Professional Services Agreement with Coastland Civil Engineering, LLP for Construction Management Services Related to the Project

Attachments: [Staff Report](#)
[Resolution Awarding Construction Contract](#)
[Resolution Approving Professional Services Agreement](#)
[Construction Contract](#)
[Professional Services Agreement](#)
[Bid Summary](#)
[Project Location Map](#)

- e. Adoption of a Resolution Awarding a \$1,019,529 Construction Contract to JJR Construction, Inc. for the 2024 Sidewalk Repair Program, City Project No. 86710, and Authorizing the City Manager to Execute the Construction Contract

Attachments: [Staff Report](#)
[Resolution](#)
[Bid Summary](#)
[Construction Contract](#)
[Project Location Map](#)

- f. Adoption of a Resolution Memorializing the City Council's May 6, 2024, Action Regarding an Appeal of the Planning Commission's Approval of an Application for Design Review and Fence Variance at 900 Paloma Avenue

Attachments: [Staff Report](#)
[Resolution](#)
[May 6, 2024 Staff Report](#)

- g. Adoption of a Resolution Approving a Professional Services Agreement with HouseKeys, Inc. for Administration of the City of Burlingame Below Market Rate Housing Program in the Amount of \$485,000 Over a Three-Year Period and Authorizing the City Manager to Execute the Agreement

Attachments: [Staff Report](#)
[Resolution](#)
[Professional Services Agreement](#)
[Scope of Work & Fee Schedule](#)
[Insurance Requirements - Exhibit B.pdf](#)

10. PUBLIC HEARINGS (Public Comment)

a. Public Hearing to Renew the Levy and Collection of Assessments for the Downtown Burlingame Avenue Streetscape Improvements Project for Fiscal Year 2024-25

Attachments: [Staff Report](#)
 [Resolution](#)
 [Updated Engineer's Report FY 2024-25](#)

11. STAFF REPORTS AND COMMUNICATIONS (Public Comment)

12. COUNCIL COMMITTEE AND ACTIVITIES REPORTS AND ANNOUNCEMENTS

Councilmembers report on committees and activities and make announcements.

13. FUTURE AGENDA ITEMS

14. ACKNOWLEDGMENTS

The agendas, packets, and meeting minutes for the Planning Commission, Traffic Safety and Parking Commission, Beautification Commission, Parks and Recreation Commission, and the Library Board of Trustees are available at www.burlingame.org.

15. ADJOURNMENT

Notice: Any attendees who require assistance, a disability related modification, or language assistance in order to participate in the meeting should contact Meaghan Hassel-Shearer, City Clerk by 10:00 a.m. on Monday, May 20, 2024 at (650) 558-7203 or at mhasselshearer@burlingame.org. Any individual who wishes to request an alternate format for the agenda, meeting notice, or other writings that are distributed at the meeting should contact Meaghan Hassel-Shearer, City Clerk by 10:00 a.m. on Monday, May 20, 2024 at (650) 558-7203 or at mhasselshearer@burlingame.org.

Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting, the materials related to it, and your ability to comment.

NEXT CITY COUNCIL MEETING

FY 2024-25 Budget Study Session on Wednesday, May 22, 2024 at 7:00 p.m.

Regular City Council Meeting on Monday, June 3, 2024 at 7:00 p.m.

VIEW REGULAR COUNCIL MEETING ONLINE

www.burlingame.org/video

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection via www.burlingame.org or by emailing City Clerk Meaghan Hassel-Shearer at mhasselshearer@burlingame.org. If you are unable to obtain information via the City's website or through email contact the City Clerk at (650) 558-7203.