

CITY OF BURLINGAME

City Hall – 501 Primrose Road
Burlingame, California 94010-3997



COMMUNITY DEVELOPMENT DEPARTMENT

Economic Development Division

PH: (650) 558-7264

FAX: (650) 696-3790

Economic Development Subcommittee Meeting

Friday, November 13, 2020, 8:15 a.m.

Zoom Conference Call

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer on March 16, 2020, the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, Conference Room A will not be open to the public for the November 13, 2020 Burlingame Economic Development Subcommittee meeting. Members of the public may view the meeting by logging onto the Zoom meeting listed below.

Members of the public may provide written comments by email to jsanfilippo@burlingame.org.

Emailed comments should include the specific agenda item on which you are commenting, or note that your comment concerns an item that is not on the agenda. The length of the emailed comment should be commensurate with the three minutes customarily allowed for verbal comments, which is approximately 250-300 words. To ensure your comment is received and read to the Economic Development Subcommittee for the appropriate agenda item, please submit your email no later than 5:00 p.m. on November 12, 2020. The City will make every effort to read emails received after that time, but cannot guarantee such emails will read into the record. Any emails received after the 5:00 p.m. deadline which are not read into the record will be provided to the Economic Development Subcommittee after the meeting.

Topic: Economic Development Subcommittee Meeting

Time: Nov 13, 2020 08:15 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82054186625?pwd=SHNHU3hDTWpMSDhheWQxRmpuRldUQT09>

Meeting ID: 820 5418 6625

Passcode: 045416

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Find your local number: <https://us02web.zoom.us/u/ksi9dGbNI>

Agenda

CALL TO ORDER – 8:15 a.m.

READ AND APPROVE MINUTES FROM OCTOBER 14 MEETING

DISCUSSION ITEMS

- 1. Discussion of Free Parking in Commercial Districts, Limited to Particular Days**
- 2. Discussion of Broadway Closure**

Future Agenda Topics: Confirmation of future agenda topics and dates:
To be determined

Public Comments

The next regular meeting of the City Council's Economic Development Subcommittee will be held on December 9, 2020, via Zoom



City Council Economic Development Subcommittee

MINUTES (DRAFT)

Conference Room A

City Hall, 501 Primrose Road – Burlingame, California
Wednesday, October 14, 2020 – 8:15 a.m.

ATTENDANCE

Members Present: Vice Mayor Ann O'Brien Keighran, Councilmember Ricardo Ortiz

Members Absent: None

Staff Present: City Manager (CM) Lisa Goldman, Community Development Director (CDD) Kevin Gardiner, Economic Development Specialist (EDS) Joseph Sanfilippo, Finance Director (FD) Carol Augustine

Members of the Public Present: John Kevranian (Broadway Business Improvement District), Georgette Naylor (Burlingame SFO/Chamber of Commerce), Pookie Selig (Coconut Bay), Riyad Salma, Alisa Ferrari (Stella Alpina Osteria)

READ AND APPROVE MINUTES FROM SEPTEMBER 9 MEETING

- Approved.

DISCUSSION ITEMS

Discussion of Live Music

CM Goldman introduced the topic, mentioning that several restaurants have asked the City for permission to offer musical entertainment. Similar events were initially discouraged during the Broadway and Burlingame Avenue street closures to prevent a festive atmosphere.

CM Goldman noted that the cities of San Mateo and Palo Alto are not issuing entertainment permits throughout the pandemic, though these had been mentioned as possibly allowing musical uses.

Vice Mayor O'Brien raised concern with people congregating around musicians and not social distancing. Councilmember Ortiz noted that the Burlingame Avenue closure was repealed because of crowds forming, and he would not be in favor of musical acts that may cause similar situations.

Mr. Salma wondered if instrumental music or solo/duo performers would be permitted at a later date. CM Goldman mentioned that the Subcommittee might want to revisit this topic should San Mateo County move down to the orange tier on the State's Blueprint for a Safer Economy.

Discussion of Commission Fee Caps for Delivery Companies

CM Goldman introduced the topic, noting that delivery companies such as DoorDash and Grubhub charge high commission fees for food delivery, which can cause an undue burden on business owners. Both South San Francisco and Millbrae have enacted caps on these fees, and staff is

interested in whether the Subcommittee members wished to recommend that the full City Council consider a local cap. CM Goldman also mentioned that Supervisor Pine is contemplating a countywide cap on delivery fees.

Alisa Ferrari (Stella Alpina Osteria) noted that restaurants are already operating on small profit margins. Though many restaurants may have avoided third-party delivery companies in the past, the COVID-19 pandemic has necessitated their use, and the high commission fees pose a great burden on restaurants. Ms. Ferrari recommended a 15% limit due to the precedent set by other Bay Area jurisdictions.

Pookie Selig (Coconut Bay) also encouraged that the Subcommittee recommend a 15% cap, similar to neighboring jurisdictions such as Millbrae and South San Francisco. All other public attendees (John Kevranian, Riyad Salma, and Georgette Naylor) echoed these sentiments.

Councilmember Ortiz questioned why restaurants would opt to use these platforms if the commission fees are so high. Ms. Ferrari noted that some services offered by the platforms (pickup versus delivery, etc.) are less expensive for restaurants, and the platforms do offer marketing opportunities otherwise unavailable to business owners. Ms. Selig also mentioned that consumer preferences have changed to be more amenable to third-party delivery services. This necessitates restaurants use the platforms to increase their revenue as much as possible during the pandemic.

Vice Mayor O'Brien asked what the timeline would be for implementation (should a cap be adopted), and when the end date for this cap would be.

Ms. Ferrari encouraged limits of 60 days after the pandemic. CM Goldman noted that South San Francisco's limit sunsets 180 days after the local emergency is repealed.

Mr. Salma questioned if delivery drivers would move to other areas as a result of the cap, which could lead to slower delivery or fewer drivers in the area.

The Subcommittee members both agreed that this item should be brought to the full City Council for a discussion, potentially to enact an urgency ordinance.

Request to Extend Façade Improvement Program Deadlines

EDS Sanfilippo introduced the topic.

Though four of the six approved applicants for the Broadway Façade Improvement Pilot Program have completed their improvements, staff requests an extension of the deadline to implement the improvements (currently slated for October 31).

CM Goldman noted that the deadline could be extended until the end of the fiscal year to assuage Subcommittee members' concerns with granting an indefinite period to complete the improvements. Both Subcommittee members agreed to extend the application deadlines to the end of the fiscal year 2020-21.

Future Agenda Topics

Councilmember Ortiz expressed interest in meeting again with the hoteliers and restaurateurs.

Mr. Kevranian encouraged the Subcommittee to consider a day of free parking per week in commercial districts.

Miscellaneous Discussion

Mr. Salma questioned if building permit applications related to façade work would be expedited during the pandemic. CDD Gardiner noted that façade changes currently must go to the Planning Commission per the municipal code.

Action Items

- EDS Sanfilippo will contact the Subcommittee to determine a date for the November Subcommittee meeting.
- EDS Sanfilippo and CDD Gardiner will draft a staff report discussing the commission fee caps for delivery fee companies to be brought to the full City Council.

FUTURE AGENDA TOPICS

- November ??, 2020- Discussion of free parking on specific days in commercial districts, TBD

PUBLIC COMMENTS

There were no further public comments.

ADJOURNMENT

Meeting adjourned at 8:50 a.m.

Respectfully submitted,

Joseph Sanfilippo
Economic Development Specialist