

TOWN OF COLMA CITY COUNCIL

CITY COUNCIL

The City Council is the legislative and policy making body of the Town. It is the Council's responsibility to enact ordinances, resolutions and orders necessary for governing the affairs of the Town, to approve or amend the annual budget, to authorize certain contracts on behalf of the Town and to appoint the City Manager and the City Attorney.

The City Council consists of five (5) Council Members, each elected at large to serve a four-year term. The City Council selects one member to serve as Mayor to preside at the meetings, to represent the Town for ceremonial purposes and to sign warrants, contracts and ordinances and resolutions for a period of one (1) year.

TOWN STAFF

The staff of the Town, under the direction of the City Manager, is responsible for the daily operation of Town business.

The Town's staff is organized into several departments, which provide a wide range of services to residents and businesses from police services to pothole repair, to building code inspections, to recreation, and many others.

The departments report to the City Manager so that he/she can keep the Council aware of operational issues of importance and so that the activities of all departments can be coordinated from a strategic perspective.

Joanne F. del Rosario, Mayor
Diana Colvin, Vice Mayor
Helen Fisicaro, Council Member
Raquel "Rae" Gonzalez, Council Member
Joe Silva, Council Member

SENIOR STAFF

Sean Rabé, City Manager
Kirk Stratton, Chief of Police
Roger Peters, City Attorney
Cyrus Kianpour, City Engineer
Brad Donohue, Public Works Director
Michael Laughlin, City Planner
Brian Dossey, Director of Recreation Services
Lori Burns, Human Resources Manager



Town of Colma
1198 El Camino Real
Colma, CA 94014-3212



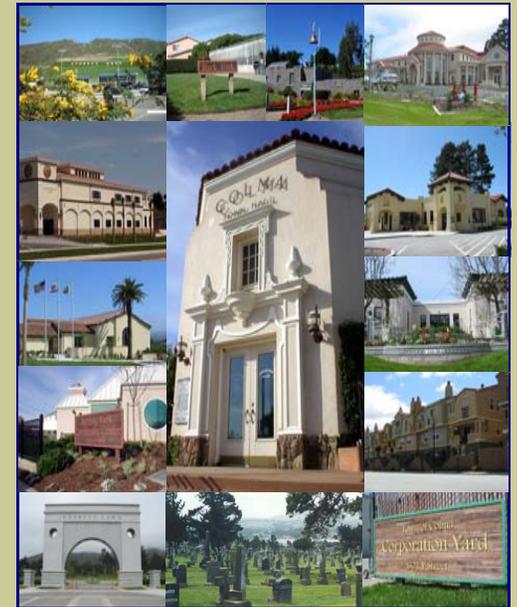
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Reasonable Accommodation. Upon request, this publication will be made available in appropriate alternative formats to persons with disabilities, as required by the Americans with Disabilities Act of 1990. Any person with a disability, who requires a modification or accommodation to view the document, should direct such a request to Brian Dossey, ADA Coordinator, at 650-997-3800 or brian.dossey@colma.ca.gov. Please allow two business days for your request to be processed.

2015

WELCOME TO A CITY COUNCIL MEETING

TOWN OF COLMA



CALIFORNIA

THE CITY COUNCIL MEMBERS OF THE TOWN OF COLMA ARE PLEASED TO WELCOME YOU TO THIS MEETING OF YOUR LOCAL GOVERNMENT

AGENDAS AND PACKETS

At least 72 hours prior to each regular City Council meeting, agendas and agenda packets are available for review by the public during normal business hours (8:00 a.m. to 5:00 p.m., Monday through Friday) at Town Hall, 1198 El Camino Real, Colma, CA 94014.

Agendas are posted on the Town web site at www.colma.ca.gov. Agendas and other notices are also posted on the Town's official bulletin boards located:

- In front of Town Hall, at 1198 El Camino Real;
- At the Sterling Park Recreation Center, 427 F Street; and
- On Clark Avenue, at the intersection of E Street.

If, however, a supporting document is not distributed until the regular meeting to which it relates, then the document will be made available to the public at the location of the meeting as listed on the agenda.

CONSENT CALENDAR

All matters listed under Consent Calendar are considered to be routine and are enacted together by one motion. There is no separate discussion of these items unless requested by a member of the Council prior to the time that the council votes on the motion to adopt.

ORDINANCES

An ordinance is a permanent law adopted by the City Council. Every ordinance must be considered at two (2) separate meetings. An ordinance typically becomes effective thirty days after adoption by the City Council.

RESOLUTIONS

A resolution represents a legislative action of a temporary nature providing for the disposition of a particular item of business, such as approving a contract. Resolutions are read one time prior to action by City Council. Resolutions take effect immediately upon passage by a majority vote of the City Council.

REGULAR MEETINGS

The City Council meets regularly at 7:30 p.m. on the second Wednesday of each month, typically at the Council Chambers at Town Hall, to conduct business as may properly come before it.

SPECIAL MEETINGS

From time-to-time, the City Council may schedule special meetings to review an issue of importance within the community or consider legislation if timing requires action outside of its regular schedule.

CLOSED SESSIONS

The City Council may hold a closed session for the purpose of deliberating or receiving information on specific subjects which are authorized by State law to be considered or heard in closed session.

PUBLIC HEARINGS

A public hearing is a special meeting that is designed to receive public input on a specific issue and may be scheduled periodically as required by law. Property owners within a specified distance will receive a formal mailed notice on the hearing subject, or in the case of general subjects, the notice requirement may be fulfilled by a notice published in a newspaper of general circulation.

AUDIENCE PARTICIPATION

Individuals wishing to speak on an item not on the agenda may do so under the agenda item "Public Comments". However, California law prevents the City Council from taking any action on an item that is not on the agenda. Non-agenda items may be referred to staff for action or report at a future meeting. There is no public comment period during special meetings.

Individuals wishing to comment on matters that appear on the agenda will be invited to speak prior to the City Council taking action on that agenda item.

In the interest of time and to enable all interested individuals to speak, the Mayor may limit comments to three (3) minutes. Written materials to be presented to the City Council should be given to the Recording Clerk for distribution.