

**MINUTES
REGULAR MEETING**

City Council of the Town of Colma
Town Hall, 1198 El Camino Real
Colma, CA 94014

**Wednesday, September 14, 2011
7:30 p.m.**

CALL TO ORDER

Mayor Helen Fisicaro called the Regular Meeting of the City Council to order at 7:34 p.m.

Council Present – Mayor Helen Fisicaro, Vice Mayor Raquel "Rae" Gonzalez and Council Members Joanne F. del Rosario, Joseph Silva, and Diana Colvin all were present.

Staff Present – City Manager Laura Allen, Police Chief Bob Lotti, Recreation Services Director Brian Dossey, Acting City Planner Michael Laughlin, Deputy Director of Public Works Brad Donohue, Assistant City Attorney Melanie Donnelly, and Administrative Technician III Caitlin Corley were in attendance.

ADOPTION OF THE AGENDA

Mayor Fisicaro requested a change to the agenda: moving the Remembrance of September 11, 2001 and the Closing in Memory of the Victims of the San Bruno Fire before the Presentation of Honor Roll Students Recognition so that students and family could be present for the remembrance.

Action: Council Member Silva moved to adopt the agenda with requested changes; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor	✓				
Raquel "Rae" Gonzalez	✓				
Joanne F. del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0	0	0	0

REPORT FROM CLOSED SESSION

Mayor Fisicaro reported that no action was taken in the closed session meeting held on September 14, 2011 at 6:00 p.m.

PRESENTATIONS

- Council presented a certificate in remembrance of the September 11, 2001 and acknowledged the victims of the San Bruno Fire on September 9, 2010.

- Council presented the Town's Honor Roll Students with gifts and a certificate in honor of their academic achievements.
- Brian Dossey, Director of Recreation Services, introduced new employee Michael Ball, Facility Attendant.
- Council presented a proclamation in honor of Prostate Awareness Month.

PUBLIC COMMENTS

Mayor Fiscaro opened the public comment period at 7:54 p.m. Resident Rene Parada made a comment concerning the speed of traffic on B Street. The Mayor asked the City Manager to follow up on Mr. Parada's concern. Mayor Fiscaro closed the public comment period at 7:56 p.m.

CONSENT CALENDAR

The Mayor asked if there were any changes to the consent calendar. Vice Mayor Gonzalez requested that item #7 be considered separately because she has a common law conflict of interest.

1. Motion to Accept the Minutes from the July 13, 2011 Regular Meeting.
2. Motion to Accept the Minutes from the July 28, 2011 Special Meeting.
3. Motion to Approve the Warrants List for July 2011.
4. Motion to Approve the Warrants List for August 2011.
5. Motion to Adopt a Resolution Authorizing Third Amendment to Engineering, Plan Review and Inspection Services Contract with CSG Consultants Inc.
6. Motion to Adopt an Ordinance Amending Colma Municipal Code Sections 3.04.160 and 3.04.170, Establishing Sewer Service Rates Through Fiscal Year 2015 – 2016, and Amending Section 3.07.150, Relating to the Collection of Sewer Service Charges (second reading).
8. Motion to Adopt a Resolution Amending Budget for Fiscal Year 2010-2011 to Transfer Funds from General Reserves to the General Fund Operating Expenditures for Planning Services.
9. Motion to Adopt a Resolution Adopting the San Mateo Countrywide Stormwater Pollution Prevention Program Integrated Pest Management Policy and Repealing Resolution 2003-74.
10. Motion to Adopt a Resolution Approving First Amendment to Agreement for Professional Services – Parking Citation Processing and Adjudication between the Town of Colma and Turbo Data Systems, Inc.
11. Motion to Approve the Response to the 2011 San Mateo County Civil Grand Jury Report Entitled "Running on Empty?"
12. Motion to Adopt a Resolution Approving Contract for Janitorial Maintenance Services with Bay Contract Maintenance, Inc.
13. Motion to Adopt a Resolution Accepting Auditor's Report and Finding That the Town Was in Compliance with Appropriation Limit for Fiscal Year 2009-10.
14. Motion to Adopt a Resolution Authorizing a \$500 donation to the Daly City Public Library Associates to Support Library Activities.
15. Motion to Adopt a Resolution granting Third Amendment to Solid Waste Hauling Permit to Recology Peninsula Services.

16. Motion to Adopt an Ordinance Amending Colma Municipal Code Sections 8.04.010 and 8.04.022, Relating to Miniature Horses (second reading).

Action: Council Member Colvin moved to approve the Consent Calendar items #1 through #6 and #8 through #16; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor	✓				
Raquel "Rae" Gonzalez	✓				
Joanne F. del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0	0	0	0

7. Motion to Adopt a Resolution Amending Sections 2.02.060 of the Colma Administrative Code, Relating to Senior Housing Rents.

Vice Mayor Gonzalez announced that she has a common law conflict of interest in item #7 because her parents-in-law reside at Creekside Villas, and she therefore recused herself from discussing or voting on the matter.

Action: Council Member Silva moved to approve item #7 on the Consent Calendar; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor	✓				
Raquel "Rae" Gonzalez			✓		
Joanne F. del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	4	0	1	0	0

PUBLIC HEARING

17. PROP 218 MAJORITY PROTEST PROCEDURES

Assistant City Attorney Melanie Donnelly presented the staff report.

Mayor Fisicaro opened the public hearing at 8:00 p.m. and seeing no one come forward to speak, she closed the public hearing. Council discussion followed.

Action: Council Member Colvin moved to Introduce and Adopt an Urgency Ordinance Adding Sections 1.02.450 to 1.02.540, to the Colma Municipal Code, Relating to Proposition 218 Protest Procedures; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor	✓				
Raquel "Rae" Gonzalez	✓				
Joanne F. del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0	0	0	0

Action: Council Member Silva moved to Introduce an Ordinance Adding Sections 1.02.450 to 1.02.540, to the Colma Municipal Code, Relating to Proposition 218 Protest Procedures; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor	✓				
Raquel "Rae" Gonzalez	✓				
Joanne F. del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0	0	0	0

18. **TEMPORARY USE PERMIT – 1670 MISSION ROAD**

Acting City Planner Michael Laughlin presented the staff report. Mayor Fisicaro opened the public hearing at 8:09 p.m. and seeing no one come forward she closed the public hearing. Council discussion followed.

Action: Council Member Silva moved to Adopt a Resolution Approving a Temporary Use Permit for Outdoor Parking of Vehicles at 1670 Mission Road (APN 011-370-220); the motion was seconded by Council Member Colvin and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor	✓				
Raquel "Rae" Gonzalez	✓				
Joanne F. del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0	0	0	0

19. **CONDITIONAL USE PERMIT – 7651 EL CAMINO REAL**

Acting City Planner Michael Laughlin presented the staff report. Mayor Fisicaro opened the public hearing at 8:17 p.m. and seeing no one come forward she closed the public hearing. Council discussion followed.

Action: Council Member Silva moved to Adopt a Resolution Approving a Conditional Use Permit for a Monument and Flower Sales Use at 7651 El Camino Real (APN 008-126-190); the motion was seconded by Council Member Colvin and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor	✓				
Raquel "Rae" Gonzalez	✓				
Joanne F. del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0	0	0	0

NEW BUSINESS

20. **RECREATION FACILITIES RENTAL POLICIES**

Director of Recreation Services Brian Dossey presented the staff report. Mayor Fisicaro opened the public hearing at 8:28 p.m. and seeing no one come forward she closed the public hearing. Council discussion followed.

Council Member Silva requested that the Resolution be amended to increase the reservation period for Town staff from one month to six months.

Action: Council Member Colvin moved to adopt a Resolution Amending Colma Administrative Code Section 2.01.230 and adding 2.01.253, Relating to Renting Town Facilities and Equipment, as amended (with the "one month" reservation period for Staff in item (c) amended to read "six months"); the motion was seconded by Vice Mayor Gonzalez and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor	✓				
Raquel "Rae" Gonzalez	✓				
Joanne F. del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0	0	0	0

STUDY SESSION

21. **RESERVE POLICY**

City Manager Laura Allen presented the staff report. Mayor Fisicaro opened the public hearing at 9:17 p.m. and seeing no one come forward she closed the public hearing. Council discussion followed.

This item was for discussion purposes only, no action was taken.

COUNCIL CALENDARING

The next City Council Meeting will be a Special Meeting on Thursday, September 22, 2011 at 6:00 p.m. at the Colma Community Center to discuss economic development. This meeting is open to the public.

The next Regular City Council Meeting will be held on Wednesday, October 12, 2011 at 7:30 p.m. at the Town Hall Council Chambers. This meeting is open to the public.

REPORTS

Council Members reported on the events listed below:

Helen Fiscaro

South San Francisco Council of Cities Dinner, August 26
Business to Consumers Showcase, September 10
Town Picnic, September 10
Summer Camp at Sterling Park

Raquel "Rae" Gonzalez

Town Picnic, September 10

Joanne F. Del Rosario

Town Picnic, September 10

Joseph Silva

Town Picnic, September 10

ADJOURNMENT AND CLOSE IN MEMORY

The meeting was adjourned by Mayor Fiscaro at 9:20 p.m. in memory of Bertha Paiz, aunt of Mayor Fiscaro, Beatrice Toland, resident of Home Sweet Home, Mary Tissier, mother of Supervisor Adrienne Tissier, Rick Mao, Colma City Engineer and the Victims of the September 9, 2011 San Bruno Fire.

Respectfully submitted,



Caitlin Corley
Administrative Technician III