

**MINUTES  
REGULAR MEETING**

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

**Wednesday, October 12, 2011  
7:30 p.m.**

**CALL TO ORDER**

Mayor Helen Fisicaro called the Regular Meeting of the City Council to order at 7:30 p.m.

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

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

**ADOPTION OF THE AGENDA**

Mayor Fisicaro requested to postpone the recognition of Serramonte Ford’s 40<sup>th</sup> anniversary until the November 9, 2011 Regular Meeting.

**Action:** Council Member Silva moved to adopt the agenda with the requested change; 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

**PUBLIC COMMENTS**

Mayor Fisicaro opened the public comment period at 7:31 p.m. Resident Ricardo Javier made a comment about the process of confirming residency to get his Colma ID. The Mayor asked the City Manager to follow up on Mr. Javier’s concern. Mayor Fisicaro closed the public comment period at 7:33 p.m.

**CONSENT CALENDAR**

The Mayor asked if there were any changes to the consent calendar. There were no changes requested.

1. Motion to Accept the Minutes from the September 14, 2011 Regular Meeting.
2. Motion to Accept the Minutes from the September 22, 2011 Special Meeting.
3. Motion to Accept Report of Checks Paid for September 2011.

4. A Motion to Accept Informal Report on Recreation Department Programs, Activities, Events and Trips for the Third Quarter of 2011.
5. Motion to Adopt an Ordinance Adding Sections 1.02.450 to 1.02.540, to the Colma Municipal Code, Relating to Proposition 218 Protest Procedures (Second Reading).

**Action:** Council Member del Rosario moved to approve the Consent Calendar items #1 through #5; 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 Fiscaro, Mayor	✓				
Raquel "Rae" Gonzalez	✓				
Joanne F. del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0	0	0	0

### **PUBLIC HEARING**

#### **6. HOME OFFICE PERMIT – 144 MISSION RD.**

Acting City Planner Michael Laughlin presented the staff report. Mayor Fiscaro opened the public hearing at 7:36 p.m. and seeing no one come forward to speak, she closed the public hearing. Council discussion followed.

**Action:** Council Member del Rosario moved to Adopt a Resolution Granting a Conditional Use Permit for a Home Office Use at 1445 Mission Road (APN: 010-182-100); 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 Fiscaro, Mayor	✓				
Raquel "Rae" Gonzalez	✓				
Joanne F. del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Voting Tally	5	0	0	0	0

#### **7. RESERVE POLICY**

City Manager Laura Allen presented the staff report. Mayor Fiscaro opened the public hearing at 7:52 p.m. and seeing no one come forward she closed the public hearing. Council discussion followed.

**Action:** Council Member Colvin moved to Waive Reading and Introduce an Ordinance Amending the Colma Municipal Code by Repealing Subchapter 1.13, Relating to Budget 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:** Vice Mayor Gonzalez moved to Adopt a Resolution Adopting Subchapter 1.09 of the Colma Administrative Code, Relating to Budget Procedures and a Reserve policy; 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

#### 8. **INCREASE IN THE INFORMAL BID LIMIT FOR PUBLIC WORKS PROJECTS**

Acting Director of Public Works Brad Donohue presented the staff report. Mayor Fisicaro opened the public hearing at 8:07 p.m. and seeing no one come forward she closed the public hearing. Council discussion followed.

**Action:** Council Member Colvin moved to Waive Reading and Introduce an Ordinance Amending Colma Municipal Code Sections 1.06.210 and 1.06.230(h), Relating to Informal Bid Limits for Public Works Projects and Noticing Procedures When Rejecting All Bids; 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

#### **COUNCIL CALENDARING**

The next City Council Meeting will be a Special Meeting on **Wednesday, October 19, 2011 at 6:00 p.m.** at the Town Hall Council Chambers. This meeting is open to the public.

There will also be a Special Community Meeting on **Wednesday, October 19, 2011 at 6:30 p.m.** at the Colma Community Center to discuss recreation fees. This meeting is open to the public.

The next Regular City Council Meeting will be held on **Wednesday, November 9, 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

16<sup>th</sup> Annual Filipino American Food and Arts Festival 9/16  
Colma Historical Association Fundraising Dinner, 9/18  
Council of Cities Dinner, hosted by East Palo Alto, 9/23  
Daly City Centennial Dinner, 9/24  
Shelter Network Breakfast, 10/6

Joanne F. del Rosario

Colma Historical Association Fundraising Dinner, 9/18  
Daly City Centennial Dinner, 9/24

Diana Colvin

ICS-402 Incident Command System Overview for Executives and Senior Officials, 9/28

## ADJOURNMENT

The meeting was adjourned by Mayor Fiscaro at 8:15 p.m.

Respectfully submitted,



Caitlin Corley  
Administrative Technician III