

**MINUTES
REGULAR MEETING**

City Council of the Town of Colma
Colma Community Center, 1520 Hillside Boulevard
Colma, CA 94014

**Wednesday, June 11, 2014
7:30 p.m.**

CALL TO ORDER

Mayor Helen Fisicaro called the Regular Meeting of the City Council to order at 7:35 p.m.

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

Staff Present – City Manager Sean Rabé, City Attorney Roger Peters, Police Chief Jon Read, Director of Public Works Brad Donohue, Recreation Services Director Brian Dossey, Police Commander Kirk Stratton, City Engineer City Planner Michael Laughlin, Assistant City Attorney Christopher Diaz, Human Resources Manager Lori Burns and Administrative Technician III Caitlin Corley were in attendance.

Also Present – City Treasurer Laura Walsh was also present.

ADOPTION OF THE AGENDA

Mayor Fisicaro requested that item #4 be pulled from the Consent Calendar to be discussed separately. She asked for a motion to adopt the agenda with the requested change.

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

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Helen Fisicaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
<i>Voting Tally</i>	5	0	0		

PRESENTATIONS

Director of Recreation Services Brian Dossey introduced two new Recreation Leaders: Micah Dela Cruz and Natalie Woepfel.

Officer Kevin Nitshita presented a donation from the Police Officer’s Association to the Colma Historical Association for their Historical Film project.

Mayor Fiscaro presented Chief Jon Read with a proclamation in honor of his retirement and a stone name plate as a gift on behalf of the Council. Pat Hatfield of the Colma Historical Association also presented Chief Read with a certificate in honor of his service.

There was a brief reception for Chief Read from 7:50 p.m. to 8:05 p.m.

PUBLIC COMMENTS

Mayor Fiscaro opened the public comment period at 8:05 p.m. and seeing no one come forward to speak, she closed the public comment period.

CONSENT CALENDAR

1. Motion to Accept the Minutes from the May 14, 2014 Regular Meeting.
2. Motion to Approve Report of Checks Paid for May 2014.
3. Motion to Adopt a Resolution Amending Budget for Fiscal Year 2013-2014 to Transfer Funds from General Fund Unassigned Reserves to the Capital Improvement Fund for the Hillside Beautification Project.
4. [Pulled from Consent Calendar]
5. Motion Directing the City Manager to Review the Town of Colma’s Conflict of Interest Code and Submit a Biennial Notice by October 1, 2014.

Action: Council Member Colvin moved to approve the Consent Calendar items #1 through 5, excluding #4; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
<i>Voting Tally</i>	5	0	0		

4. Mayor Fiscaro asked several questions regarding the staff report. Director of Public Works Brad Donohue and City Engineer Cyrus Kianpour answered them.

Action: Council Member Colvin moved to Adopt a Resolution Awarding Construction Contract to Interstate Grading and Paving Inc. for the Hillside Boulevard Improvements Project, Phase I; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
<i>Voting Tally</i>	5	0	0		

NEW BUSINESS

6. LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE VOTING DELEGATE

City Manager Sean Rabé presented the staff report. Mayor Fiscaro opened the public comment period at 8:13 p.m. and seeing no one come forward to speak, she closed the public comment period. Council discussion followed.

Action: Council Member del Rosario moved to Designate Sean Rabé as the Voting Delegate for the Annual League of California Cities Conference in September; the motion was seconded by Vice Mayor Gonzalez and carried by the following vote:

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
<i>Voting Tally</i>	5	0	0		

7. FIVE YEAR CAPITAL IMPROVEMENT PLAN FOR FY 14/15 THROUGH FY 18/19

Director of Public Works Brad Donohue presented the staff report. Mayor Fiscaro opened the public comment period at 8:23 p.m. and seeing no one come forward to speak, she closed the public comment period. Council discussion followed.

Action: Council Member Silva moved to Adopt a Resolution Approving the Town’s Five-Year Capital Improvement Plan for FY 14/15 Through FY 18/19; the motion was seconded by Vice Mayor Gonzalez and carried by the following vote:

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
<i>Voting Tally</i>	5	0	0		

8. REPLACEMENT OF EXISTING RECORDS MANAGEMENT SYSTEM

Police Commander Kirk Stratton presented the staff report. Mayor Fiscaro opened the public comment period at 8:39 p.m. and seeing no one come forward to speak, she closed the public comment period. Council discussion followed.

Action: Council Member Silva moved to Adopt a Resolution Authorizing Contract with Sun Ridge Systems for Purchase of Computer Automated Dispatch and Records Management System Software, And Contract with Data911 for Vehicle Computers and Cameras; the motion was seconded by Council Member Colvin and carried by the following vote:

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
<i>Voting Tally</i>	5	0	0		

PUBLIC HEARING

9. CRIMINAL BACKGROUND CHECKS

Human Resources Manager Lori Burns presented the staff report. Mayor Fiscaro opened the public hearing at 8:44 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 Authorizing the Establishment of an Agreement with the State of California Department of Justice and the Federal Bureau of Investigation to Provide for Background Checks by the Town of Colma and Repealing Resolution 2004-05; the motion was seconded by Council Member Colvin and carried by the following vote:

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Helen Fisicaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
<i>Voting Tally</i>	5	0	0		

Action: Council Member del Rosario moved to Introduce an Ordinance Repealing Subchapter 1.09 Relating to Criminal History Information, and 1.15, Relating to Employment of Police Officers, of the Colma Municipal Code and Waive a Further Reading of the Ordinance; the motion was seconded by Council Member Silva and carried by the following vote:

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Helen Fisicaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
<i>Voting Tally</i>	5	0	0		

Action: Vice Mayor Gonzalez moved to Adopt a Resolution Adding Subchapter 1.16 Relating to Criminal History Information, Adding a New Division 2, Qualifications, to Subchapter 3.02, Employment, and Amending Section 3.02.120 Regarding Background Checks, of the Colma Administrative Code; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Helen Fisicaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
<i>Voting Tally</i>	5	0	0		

10. PURCHASING ORDINANCE

City Attorney Roger Peters presented the staff report. Mayor Fisicaro opened the public hearing at 9:06 p.m. and seeing no one come forward to speak, she closed the public hearing. Council discussion followed.

Action: Council Member del Rosario moved Introduce an Ordinance Amending the Colma Municipal Code, Subchapter 1.06 (Purchasing and Contracting) and Subchapter 1.14 (Claims

Against the Town of Colma) and Waving a Further Reading of the Ordinance; the motion was seconded by Council Member Colvin and carried by the following vote:

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Helen Fisicaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
<i>Voting Tally</i>	5	0	0		

11. FY 2014/15 PROPOSED BUDGET

City Manager Sean Rabé presented the staff report. Mayor Fisicaro opened the public hearing at 9:20 p.m. and seeing no one come forward to speak, she closed the public hearing. Council discussion followed.

Action: Vice Mayor Gonzalez moved to Adopt a Resolution Adopting Budget, Choosing Measure of Inflation, and Establishing Appropriation Limit for Fiscal Year 2014/15; the motion was seconded by Council Member Colvin and carried by the following vote:

Name	Counted toward Quorum			Not Counted toward Quorum	
	Aye	No	Abstain	Present, Recused	Absent
Helen Fisicaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne del Rosario	✓				
Joseph Silva	✓				
Diana Colvin	✓				
<i>Voting Tally</i>	5	0	0		

COUNCIL CALENDARING

There will be a Special City Council Meeting on Thursday, June 26 at 5:00p.m. at the Colma Community Center.

The next Regular City Council Meeting will be on Wednesday, July 9, 2014 at 7:30p.m. at the Colma Community Center.

REPORTS

Council Members reported on the events listed below:

Helen Fisicaro

- Chamber of Commerce Access to Higher Education Scholarship Awards Ceremony, 5/15
- Jobs for Youth Fundraising Breakfast, 5/22
- Town Wide Clean Up Day, 5/17

Raquel Gonzalez

Chamber of Commerce Access to Higher Education Scholarship Awards Ceremony, 5/15
Building a Better BART Tour, 5/22
Commuter Information Breakfast, 5/22
Town Wide Clean Up Day, 5/17

Joseph Silva

Town Wide Clean Up Day, 5/17

City Manager Sean Rabé reported on the topics below:

- Recruitments for the Accounting Technician and a Lateral Police Officer are underway.
- Police Chief Jon Read will be retiring on June 20, 2014. There will be a retirement party for him on June 20 at 2:00 p.m. at the Colma Police Department.

ADJOURNMENT AND CLOSE IN MEMORY

The meeting was adjourned by Mayor Fiscaro at 9:36 p.m. in memory of Violet Kruljac, long time Colma resident; Pamela Vivian, relative of Mayor Fiscaro; Richard Thompson, longtime Bay Area resident and former PG &E employee; and Maya Angelou, world renowned poet and author.

Respectfully submitted,



Caitlin Corley
Administrative Technician III

This page left intentionally blank.