

**MINUTES
REGULAR MEETING**

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

**Wednesday, September 9, 2015
7:15 p.m.**

RIBBON CUTTING CEREMONY – 7:15 p.m.

Council convened at the corner of Hillside Boulevard and F Street for a Ribbon Cutting Ceremony for the Drought Tolerant Sample Garden.

CALL TO ORDER FOR REGULAR SESSION – 7:30 p.m.

Mayor Joanne F. del Rosario called the Regular Session of the Regular Meeting of the City Council to order at 7:32 p.m.

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

Staff Present – City Manager Sean Rabé, City Attorney Christopher Diaz, Chief of Police Kirk Stratton, Recreation Services Director Brian Dossey, Director of Public Works Brad Donohue, City Planner Michael Laughlin, and Interim City Clerk Caitlin Corley were in attendance.

ADOPTION OF THE AGENDA

Mayor del Rosario asked if there were any changes to the agenda; none were noted. The Mayor asked for a motion to adopt the agenda.

Action: Vice Mayor Colvin moved to adopt the agenda; the motion was seconded by Council Member Joseph Silva and carried by the following vote:

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

PRESENTATION

- Recreation Director Brian Dossey introduced new Facility Attendants Andy Gomez and Raphael Garcia.
- Recreation Director Brian Dossey recognized the Recreation Department volunteers with certificates and gifts of appreciation.

- City Manager Sean Rabé presented a special commendation to Recreation Leaders Shannon de la Cruz and Angelika Abellana in honor of their excellent work with this year’s summer camp.
- Council presented the Town’s Honor Roll Students with gifts and a certificate in honor of their academic achievements.

There was a brief break for coffee and cake from 7:43 p.m. to 8:02 p.m.

PUBLIC COMMENTS

Mayor del Rosario opened the public comment period at 8:03 p.m. and seeing no one come forward, she closed the public comment period.

CONSENT CALENDAR

1. Motion to Accept the Minutes from the July 15, 2015 Special Meeting.
2. Motion to Accept the Minutes from the July 22, 2015 Special Meeting.
3. Motion to Approve Report of Checks Paid for July 2015.
4. Motion to Approve Report of Checks Paid for August 2015.
5. Motion to Adopt an Ordinance Amending Section 1.03.090 of the Colma Municipal Code, Relating to the City Clerk Pursuant to CEQA Guideline 15061(b)(3) (second reading).
6. Motion to Adopt an Ordinance Amending Section 5.03.300 of the Colma Municipal Code, Relating to Design Review Zone Standards Pursuant to CEQA Guideline 15061(b)(3) (second reading).
7. Motion to Adopt a Resolution Establishing Salaries for New City Clerk and Public Works Maintenance Supervisor Positions and Adopting a Salary Schedule.
8. Motion to Adopt a Resolution Authorizing City Manager to Execute Addendum 2 to Placeworks Contract for Environmental Services.

Action: Council Member Silva moved to approve the Consent Calendar items #1-8; the motion was seconded by Council Member Fisicaro and carried by the following vote:

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

PUBLIC HEARING

9. CONDITIONAL USE PERMIT AT 1755 MISSION ROAD

City Planner Michael Laughlin presented the staff report. Mayor del Rosario opened the public hearing at 8:07 p.m. and seeing no one come forward to speak, she closed the public hearing. Council discussion followed.

Action: Council Member Helen Fisicaro moved to Adopt a Resolution Granting a Conditional Use Permit for a Storage Warehouse, for Use by a Moving Company, at the Commercial Building Located at 1755 Mission Road Pursuant to CEQA Guideline 15301; the motion was seconded by Council Member Gonzalez and carried by the following vote:

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

10. AMENDED CONDITIONAL USE PERMIT AT 1531-1537 MISSION ROAD

City Planner Michael Laughlin presented the staff report. Mayor del Rosario opened the public hearing at 8:18 p.m. and seeing no one come forward to speak, she closed the public hearing. Council discussion followed.

Action: Vice Mayor Diana Colvin moved to Adopt a Resolution Granting an Amended Conditional Use Permit to Provide That Uses at the Commercial Building Located at 1531-1537 Mission Road, Meeting Specific Criteria, May be Permitted by Issuance of an Administrative Use Permit from the City Planner, Pursuant to CEQA Guideline 15301; the motion was seconded by Council Member Helen Fisicaro and carried by the following vote:

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

11. CONDITIONAL USE PERMIT AT 1531-1533 MISSION ROAD

City Planner Michael Laughlin presented the staff report. Mayor del Rosario opened the public hearing at 8:22 p.m. and seeing no one come forward to speak, she closed the public hearing. Council discussion followed.

Action: Council Member Fisicaro moved Adopt a Resolution Granting an Amended Conditional Use Permit to Provide That Uses at the Commercial Building Located at 1531-1537 Mission

Road, Meeting Specific Criteria, May be Permitted by Issuance of an Administrative Use Permit from the City Planner, Pursuant to CEQA Guideline 15301; 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
Joanne del Rosario, Mayor	X				
Diana Colvin	X				
Helen Fisicaro	X				
Raquel Gonzalez	X				
Joseph Silva	X				
Voting Tally	5	0			

12. **SMALL RESIDENTIAL ROOFTOP SOLAR ENERGY SYSTEM ORDINANCE**

City Attorney Christopher Diaz presented the staff report. Mayor del Rosario opened the public hearing at 8:27 p.m. and seeing no one come forward to speak, she closed the public hearing. Council discussion followed.

Action: Council Member Silva moved to Introduce an Ordinance Adding a New Subchapter 5.05 to the Colma Municipal Code, Relating to Small Residential Rooftop Solar Energy Systems, and Waive a Further Reading of the Ordinance; the motion was seconded by Council Member Fisicaro and carried by the following vote:

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

13. **CITY COUNCIL MEETING TIME AND DAY ORDINANCE**

City Attorney Christopher Diaz presented the staff report. Mayor del Rosario opened the public hearing at 8:39 p.m. and seeing no one come forward to speak, she closed the public hearing. Council discussion followed.

Action: Council Member Gonzalez moved to Introduce an Ordinance Amending Section 1.02.080 of the Colma Municipal Code, Relating to City Council Meeting Time and Days, and Waive a Further Reading of the Ordinance; the motion was seconded by Council Member Fisicaro and carried by the following vote:

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

NEW BUSINESS

14. GRANT FUNDING REQUESTS

City Manager Sean Rabé presented the staff report. Council Member Fisicaro disclosed for the records that her husband is the Board President of North Peninsula Food Pantry & Dining Center of Daly City, which is an unpaid position.

Mayor del Rosario opened the public comment period at 8:57 p.m. Representatives from the North Peninsula Food Pantry and Dining Center of Daly, Daly City / Colma 4H Club, and West Bay Alano made comments. The Mayor closed the public comment period at 9:19 p.m. Council discussion followed.

Action: Vice Mayor Colvin moved to Adopt a Resolution Determining Eligibility for Grant Funding, Approving Grants to Eligible Organizations, Finding that each Approved Grant Serves a Public Purpose, and Authorizing Contracts with Each Eligible Organization for the Use of Town Funds with amended dollar amounts for the following: \$2000 for the Daly City Colma 4H Club, \$6000 for Sitike Counseling Center and \$3000 for Sustainable San Mateo County; 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
Joanne del Rosario, Mayor	X				
Diana Colvin	X				
Helen Fisicaro	X				
Raquel Gonzalez	X				
Joseph Silva	X				
Voting Tally	5	0			

15. GRANT FUNDING REQUEST FOR DALY CITY PUBLIC LIBRARY ASSOCIATES

Council Member Gonzalez announced that because she is a board member for the Daly City Public Library Associates, she would be abstaining, and she stepped down from the dais.

City Manager Sean Rabé presented the staff report. Mayor del Rosario opened the public comment period at 9:26 p.m. and seeing no one come forward to speak, she closed the public comment period. Council discussion followed.

Action: Council Member Fisicaro moved to Adopt a Resolution Determining Eligibility for Grant Funding, Approving a Grant to Daly City Public Library Associates, Finding that the Grant Serves

a Public Purpose, and Authorizing a Contract with Daly City Public Library Associates for the Use of Town Funds; 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
Joanne del Rosario, Mayor	X				
Diana Colvin	X				
Helen Fisicaro	X				
Raquel Gonzalez				X	
Joseph Silva	X				
Voting Tally	4	0			

Council Member Gonzalez returned to the dais.

16. LIVE SCAN FINGERPRINTING FEE INCREASE

Chief of Police Kirk Stratton presented the staff report. Mayor del Rosario opened the public comment period at 9:30 p.m. and seeing no one come forward to speak, she closed the public comment period. Council discussion followed.

Action: Council Member Fisicaro moved to Adopt a Resolution Amending Colma Administrative Code, Subchapter 1.10, Master Fee Schedule, Relating to Live Scan Fingerprinting; 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
Joanne del Rosario, Mayor	X				
Diana Colvin	X				
Helen Fisicaro	X				
Raquel Gonzalez	X				
Joseph Silva	X				
Voting Tally	5	0			

17. LOCAL HAZARD MITIGATION PLAN

City Planner Michael Laughlin presented the staff report. Mayor del Rosario opened the public comment period at 9:49 p.m. and seeing no one come forward to speak, she closed the public comment period. Council discussion followed.

This item was for discussion only; no action was taken at this meeting.

COUNCIL CALENDARING

There will be a Special Meeting on Tuesday, September 15, 2015 at 7:30 p.m. at the Colma Community Center.

The next Regular City Council Meeting will be on Wednesday, October 14, 2015 at 7:30 p.m. at the Colma Community Center.

REPORTS

Helen Fisicaro

- Colma Creek Committee Meeting, 9/8

Raquel "Rae" Gonzalez

- Education Summit, 8/28

Joseph Silva

- Council of Cities Dinner, hosted by Foster City, 7/24
- Council of Cities Dinner, hosted by Half Moon Bay, 8/28

City Manager Sean Rabé reported on the following topics:

- The Town's COPs went on sale and were purchased today.
- Town Hall will be moving into the temporary space tomorrow.
- The Solid Waste RFPs were turned in on August 31st.
- San Mateo County is creating an Affordable Housing Task Force; the Town has been asked to send a representative to participate.

ADJOURNMENT AND CLOSE IN MEMORY

- The meeting was adjourned by Mayor del Rosario at 10:21 p.m. in memory of Joanne Kattenhorn, sister of former Historical Association President Pat Hatfield; the victims of the San Bruno Pipeline Explosion and the Anniversary of September 11th.

Respectfully submitted,



Caitlin Corley
Interim City Clerk