



**AGENDA
REGULAR MEETING
CITY COUNCIL OF THE TOWN OF COLMA
Wednesday, June 26, 2024
Regular Session – 7:00 PM**

The City Council meeting will be held in person in the City Council Chambers. The Town will only accept public comments from the public attending in person and will not accept public comments via Zoom.

As a courtesy and technology permitting, the meeting can also be viewed/heard via Zoom Video Conference, but no public comment will be allowed or accepted by the Town via Zoom. The Town cannot guarantee that the public's access to Zoom will be uninterrupted, and technical difficulties may occur from time to time. In those instances, so long as the public may still attend the meeting in person, the meeting will continue, even if the public is unable to view/hear or otherwise access the meeting via Zoom.

To attend the meeting in person:

Town Hall, Council Chamber, 1198 El Camino Real, Colma CA 94014

To view/hear the meeting via Zoom Video Conference:

Join Zoom Meeting:

<https://us02web.zoom.us/j/85610028212>

Meeting ID: 856 1002 8212

Dial by your location:

+1 669 444 9171

+1 669 900 6833 US (San Jose)

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+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

To provide Public Comment:

Members of the public wishing to provide public comment are required to attend the meeting in person and are requested to complete a yellow speaker card and submit it to the City Clerk. Comments should be kept to three minutes or less. If there appears to be a large number of speakers, time may be reduced to no less than one minute each, at the discretion of the Mayor.

The City Council Meeting Agenda Packet and supporting documents are available for review on the Town's website www.colma.ca.gov or at Colma Town Hall, 1198 El Camino Real, Colma, CA. Persons interested in obtaining an agenda via e-mail should call 650-997-8300 or email a request to citymanager@colma.ca.gov.

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 agenda, should direct such a request to Juan Rumayor, ADA Coordinator, at 650-997-8300 or jrumayor@colma.ca.gov. Please allow two business days for your request to be processed.

PLEDGE OF ALLEGIANCE AND ROLL CALL

ADOPTION OF AGENDA

PRESENTATION

- Citizen Recognition
- Proclamation in Recognition of Pride Month
- Proclamation in Recognition of Mosquito Control Awareness Week

PUBLIC COMMENTS

Comments on the Consent Calendar and Non-Agenda Items will be heard at this time.
Comments on Agenda Items will be heard when the item is called.

CONSENT CALENDAR

1. Motion to Approve the Minutes from the June 5, 2024 Special Meeting
2. Motion to Approve the Minutes from the June 12, 2024 Regular Meeting
3. Motion to Approve Report of Checks Paid for May 2024
4. Annual Update on Military Equipment Pursuant to AB 481
 - a. *Consider:* Motion to Approve an "Annual Military Equipment Use Inventory Report," Pursuant to CEQA Guideline 15061(B)(3); and
 - b. *Consider:* Motion to Renew Ordinance No. 811 Pursuant to CEQA Guideline 15061(B)(3).
5. November 5, 2024 General Municipal Election
 - a. *Consider:* Motion to Adopt a Resolution Calling and Giving Notice of the General Municipal Election to be Held on November 5, 2024, for the Election of Three City Council Members, Requesting the Board of Supervisors of San Mateo County to Consolidate Said Election With the Statewide General Election of Same Date Pursuant to Elections Code Section 10403 and Related Matters; and
 - b. *Consider:* Motion to Adopt a Resolution Adopting Regulations for Candidates for Elective Office Pertaining to Candidates Statements Submitted to the Voters at an Election to be Held on Tuesday, November 5, 2024.
6. FY 2024-25 Appropriations (GANN) Limit
Consider: Motion to Adopt a Resolution Adopting the FY 2024-25 Appropriations (GANN) Limit Pursuant to CEQA Guideline 153783
7. Adoption of Salary Schedule
Consider: Motion to Adopt a Resolution Adopting the Salary Schedule as of June 26, 2024 Pursuant to CEQA Guideline 15378

PUBLIC HEARING

8. **FY 2024-25 PROPOSED BUDGET**
 - a. *Consider:* Motion to Adopt a Resolution Appropriating Funds for the Inclusion of the Trash Capture Project in the Annual Budget for Fiscal Year 2024-2025, Pursuant to CEQA Guideline 15378(Mayor Goodwin recused)
 - b. *Consider:* Motion to Adopt a Resolution Appropriating Funds and Adopting the Annual Budget for Fiscal Year 2024-2025, Pursuant to CEQA Guideline 15378.

9. **ENGINEER'S REPORT OF SANITARY SEWER SERVICE CHARGES FOR FY 2023-24**

Consider: Motion to Adopt a Resolution Overruling Protests to and Adopting Engineer's Report on Sewer Service Charges for Fiscal Year 2024-25, Directing the City Engineer to File a Copy of the Engineer's Report with the San Mateo County Tax Collector, and Authorizing the County Tax Collector to Place the Charges on the Property Tax Roll Pursuant to CEQA Guideline 15301 and 15378.

NEW BUSINESS

10. **SALES TAX BALLOT MEASURE**

- a. *Consider:* Motion to Adopt a Resolution Calling for the Placement of a General Tax Measure on the Ballot for the November 5, 2024 General Municipal Election for the Submission to the Qualified Voters of an Ordinance to Enact a General Transactions and Use Tax (Sales Tax) at the Rate of One Half Cent (1/2¢) Pursuant to CEQA Guideline 15378;
- b. *Consider:* Motion to Adopt a Resolution Requesting the Board of Supervisors of the County of San Mateo to Consolidate a General Municipal Election to be Held on November 5, 2024 with the Statewide General Election to be Held on that Date Pursuant to §10403 of the Elections Code Regarding a Town Measure Pursuant to CEQA Guideline 15378;
- c. *Consider:* Motion to Adopt a Resolution Providing for the Filing of Primary and Rebuttal Arguments and Setting Rules for the Filing of Written Arguments Regarding a Town Measure to be Submitted at the November 5, 2024 General Municipal Election Pursuant to CEQA Guideline 15378.

REPORTS

Mayor/City Council

City Manager

ADJOURNMENT



MINUTES SPECIAL MEETING

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

**Wednesday, June 5, 2024
11:00 A.M.**

CALL TO ORDER

Mayor Goodwin called the meeting to order at approximately 11:05 a.m.

Council Present – Mayor John Irish Goodwin, and Council Member Helen Fisicaro and Council Member Carrie Slaughter were present. Vice Mayor Ken Gonzalez was absent.

Staff Present – City Manager Dan Barros, City Attorney Christopher Diaz, Director of Public Works Brad Donohue, City Planner Farhad Mortazavi, Human Resources Juan Rumayor, Recreation Coordinator Dinora Navarro, Recreation Coordinator Daisy Esquivas, City Clerk Michelle Estabillo, Administrative Technician Abigail Dometita, and Accounting Technician Maria Martinez were in attendance.

WELCOME AND INTRODUCTION OF SPECIAL GUESTS

Mayor Goodwin welcomed special guests from the Philippine Consulate General in San Francisco:

- Consul General Neil Frank R. Ferrer
- Consul Vanessa Bago-Llona
- Consul Rowena Pangilinan-Daquipil
- Vice Consul Adrian Audrey Baccay
- Ms. Cristine Clasara-Steylaerts
- Ms. Grace Lansang
- Ms. Danica Vismonte
- Mr. Gino Saromines
- Soleil Tropicales, Philippine Department of Tourism Office
- Genevieve Ferrer, Philippine Center Management Board

He also introduced special guests from the community:

- Felicia Leong, CEO of the Colma Daly City Chamber of Commerce

PROCLAMATION IN HONOR OF PHILIPPINE INDEPENDENCE DAY

Mayor Goodwin welcomed the Consul and the public to the flag raising and recited the Proclamation in honor of Philippine Independence Day

then read a proclamation in recognition of Philippine Independence Day.

RAISING OF THE PHILIPPINE FLAG

Colma Police Officers raised the Philippine Flag, while Ms. Soleil Tropicales, Tourism Director for the Philippine Consulate, sang the Philippines National Anthem.

REMARKS BY MR. NEIL FRANK R. FERRER, CONSUL GENERAL OF THE REPUBLIC OF THE PHILIPPINES IN SAN FRANCISCO

Mayor Goodwin presented Consul General Ferrer with the proclamation. Consul General Ferrer accepted the proclamation and made remarks.

REMARKS BY MEMBERS OF THE PUBLIC

Mayor Goodwin opened the meeting to Public Comment. There were none.

ADJOURNMENT

Mayor Goodwin adjourned the meeting at approximately 11:30 a.m.

Respectfully submitted,

Michelle Estabillo, MMC
City Clerk

MINUTES REGULAR MEETING

City Council of the Town of Colma
Town Hall Council Chamber
1198 El Camino Real, Colma CA
Also viewable via Zoom.us
Wednesday, June 12, 2024
Closed Session - 6:00 PM
Regular Session – 7:00 PM

CLOSED SESSION

Mayor Goodwin called the Closed Session meeting to order at 6:00 p.m.

Council Present – Mayor John Irish Goodwin, Vice Mayor Ken Gonzalez, and Council Members Carrie Slaughter, and Helen Fiscaro

Council Absent – Joanne F. del Rosario

There was no Public Comment.

Mayor Goodwin convened into Closed Session at 6:00 p.m. and adjourned the Closed Session meeting at approximately 6:38 p.m.

PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor Goodwin called the meeting to order at 7:00 p.m.

Council Present – Mayor John Irish Goodwin, Vice Mayor Ken Gonzalez, and Council Members Carrie Slaughter, and Helen Fiscaro

Council Absent – Joanne F. del Rosario and were present.

Staff Present – City Manager Daniel Barros, City Attorney Christopher Diaz, Chief of Police John Munsey, Director of Planning and Public Works Brad Donohue, City Engineer Cyrus Kianpour, City Planner Farhad Mortazavi, Interim Administrative Services Director Stuart Schillinger, Recreation Services Manager Angelika Abellana, City Clerk Michelle Estabillo, and Administrative Technician Abigail Dometita

Council recited the Pledge of Allegiance.

Mayor Goodwin read a statement on recent hate speech at City Council Meetings.

ADOPTION OF THE AGENDA

Mayor Goodwin moved the Proclamation of Philippine Independence Day agenda item to be heard before the Presentation of Colma Citizens' Advisory Scholarships agenda item.

ADOPTION OF THE AGENDA

Action: A motion was made by Council Member Fiscaro, seconded by Council Member Slaughter, to adopt the agenda. The motion carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
John Irish Goodwin, Mayor	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
Joanne F. del Rosario					✓
	4	0			

PRESENTATIONS

- City Manager Barros introduced City Clerk Michelle Estabillo
- Mayor Goodwin proclaimed June 12, 2024 as Philippine Independence Day.
- Maureen O'Connor presented the recipients of the Colma Citizens' Advisory Scholarship:
 - Carolina Desiree Rouda
 - Gabriella Renee Chen
 - Jordan Aguas
 - Kalayaan Basto
 - Veronica Karitza Leon
 - Lia Elizabeth Flores
 - Miranda Mercedes Rodriguez
 - Vickie Rain Feng
 - Samantha Lynn Figlietti
 - Grant Alexander Colina
 - Edward William Hernandez
 - Carla Patricia Tapia
 - Victor Manuel Rangel
 - Elaina Mae Gonzalez

Mayor Goodwin called for a meeting recess at 7:29 p.m. and reconvened the meeting at 7:44 p.m.

PUBLIC COMMENTS

There were no Public Comments.

CONSENT CALENDAR

1. Motion to Approve the Minutes from the May 16, 2024 Special Meeting
2. Motion to Approve the Minutes from the May 22, 2024 Regular Meeting
3. Motion to Adopt Resolution Approving and Authorizing the City Manager to Execute an Agreement with the San Mateo County Resource Conservation District to Assist the Town in Meeting Senate Bill 1383 Requirements for Procuring Organic Waste Materials Pursuant to CEQA Guideline 15308

4. Motion to Adopt Resolution Approving the Request to the Metropolitan Transportation Commission by the Town of Colma for an Allocation of TDA Article 3 Pedestrian and Bicycle Project Funding for Fiscal Year 2023/2024 Pursuant to CEQA Guideline 15306
5. Motion to Adopt Resolution Adopting a List of Projects for Fiscal Year 2024-25 Funded by SB 1: The Road Repair and Accountability Act of 2017 Pursuant to CEQA Guideline 15301 and 15378

Action: A motion was made by Council Member Fisicaro, seconded by Vice Mayor Gonzalez, to approve the Consent Calendar. The motion carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
John Irish Goodwin, Mayor	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
Joanne F. del Rosario					✓
	4	0			

STUDY SESSION

6. FY 24-25 PROPOSED CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET

a. CIP Discussion (excluding Trash Capture Project)

City Manager Barros introduced this agenda item. Interim Administrative Services Manager Schillinger presented the General Fund Recap. City Manager Barros presented the Town's Capital Improvement Projects.

Mayor Goodwin opened Public Comment. There was no Public Comment received.

Council questions and comments followed.

City Manager Barros and Community Development Director Donohue responded to Council questions.

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

b. Trash Capture Project

Mayor Goodwin stated he is recusing from this agenda item due to a conflict of interest as his primary residence is located near the project and stated that Vice Mayor Gonzalez will preside over this agenda item. Mayor Goodwin left the dais at 8:25 p.m.

City Manager Barros presented the Colma Creek Channel Trash Capture Project.

Vice Mayor Gonzalez opened Public Comment. There was no Public Comment received.

Council questions and comments followed.

City Manager Barros and Community Development Director Donohue responded to Council questions.

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

Mayor Goodwin returned to the dais at 8:35 p.m.

REPORT FROM CLOSED SESSION

City Attorney Diaz stated that there was no reportable action from tonight's Closed Session meeting.

COUNCIL CALENDARING

The next Regular Meeting will be on Wednesday, June 26, 2024 at 7:00 p.m.

REPORTS

City Manager Barros provided an update on the D Street Water Main Replacement Project. He also gave an overview of upcoming events including the Town-wide Clean Up scheduled for June 22, 2024 and the Colma 100th Anniversary Parade and Community Fair scheduled for July 13, 2024.

ADJOURNMENT

Mayor Goodwin adjourned the meeting at 8:38 p.m. in memory of Joaquin Dominik Jimenez Alvarado, Patty Meek, and Regis "Cleo" Fitzgerald.

Respectfully submitted,

Michelle Estabillo, MMC
City Clerk

ITEM #3

apCkHist
06/03/2024 8:39AM

Check History Listing
Town of Colma

Page: 1

Bank code: first

Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
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58418	05/03/2024	01375 NATIONWIDE RETIREMENT SC	C	05/13/2024	05032024 B	05/03/2024	3,283.06	
			C	05/13/2024	05032024 M	05/03/2024	2,200.00	5,483.06
58419	05/10/2024	03267 ACC BUSINESS	C	05/15/2024	241028600	04/27/2024	679.66	679.66
58420	05/10/2024	03615 ALL INDUSTRIAL ELECTRIC SU	C	05/14/2024	5307700	04/30/2024	8,660.38	8,660.38
58421	05/10/2024	00013 ANDY'S WHEELS & TIRES	C	05/17/2024	67258	04/04/2024	25.00	25.00
58422	05/10/2024	00020 ASSOCIATED SERVICES	C	05/20/2024	124050028	05/01/2024	49.00	49.00
58423	05/10/2024	00002 AT&T	C	05/14/2024	04/18/2024	04/18/2024	38.91	38.91
58424	05/10/2024	02332 DEBORAH AUGUSTINE	C	05/14/2024	2002793.003	04/29/2024	50.00	50.00
58425	05/10/2024	02244 CALIFORNIA BUILDING STAND			Jan - Mar 2024	04/29/2024	31.00	31.00
58426	05/10/2024	00051 CALIFORNIA WATER SERVICE	C	05/17/2024	6544607057-04/18/24	04/18/2024	190.07	190.07
58427	05/10/2024	01495 CITY OF SAN CARLOS	C	05/13/2024	4/26/24 CC Dinner	04/17/2024	60.00	60.00
58428	05/10/2024	03539 CLARK PEST CONTROL	C	05/16/2024	35259779	05/03/2024	155.00	
			C	05/16/2024	35259775	05/01/2024	144.00	
			C	05/16/2024	35259777	05/03/2024	144.00	
			C	05/16/2024	35259776	05/03/2024	144.00	
			C	05/16/2024	35259778	05/03/2024	123.00	710.00
58429	05/10/2024	01037 COMCAST CABLE	C	05/14/2024	0097051 042024	04/20/2024	360.01	
			C	05/14/2024	0097028 042024	04/20/2024	360.01	
			C	05/14/2024	0002770 041724	04/17/2024	10.94	730.96
58430	05/10/2024	03705 DEGREE HVAC, INC.	C	05/14/2024	35723	04/30/2024	3,062.82	3,062.82
58431	05/10/2024	00111 DEPARTMENT OF CONSERVAT			Jan - Mar 2024	04/29/2024	187.65	187.65
58432	05/10/2024	03164 EDGEWORTH INTEGRATION LI	C	05/13/2024	00036092	03/07/2024	375.00	375.00
58433	05/10/2024	03378 RICARDO ESCOBAR	C	05/17/2024	4/30-5/2/24 Reimb	05/04/2024	103.05	103.05
58434	05/10/2024	03616 FLEXIBLE BENEFIT ADMIN	C	05/17/2024	196288	05/03/2024	132.00	132.00

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58436	05/10/2024	02499 GE CAPITAL INFORMATION (RI	C	05/16/2024	108216372	04/18/2024	369.62	369.62
58437	05/10/2024	03540 MARTIN GOMEZ	C	05/13/2024	2002794.003	04/29/2024	300.00	300.00
58438	05/10/2024	02119 CHRISTOPHER GRANT			4/8-4/11/24 REIMB	05/03/2024	535.03	535.03
58439	05/10/2024	02119 CHRISTOPHER GRANT			2/26-2/27/24 REIMB	05/03/2024	98.44	98.44
58440	05/10/2024	02119 CHRISTOPHER GRANT			3/13-3/14/24 REIMB	05/06/2024	94.16	94.16
58441	05/10/2024	02119 CHRISTOPHER GRANT			1/30/24 Retro Reimb	05/07/2024	19.45	19.45
58442	05/10/2024	02580 HILDA HERNANDEZ	C	05/16/2024	2002798.003	05/02/2024	950.00	950.00
58443	05/10/2024	00181 IEDA	C	05/17/2024	24559	05/01/2024	1,685.04	1,685.04
58444	05/10/2024	00682 MONIQUE KENDRICK	C	05/24/2024	2002795.003	04/29/2024	300.00	300.00
58445	05/10/2024	00619 SHERWIN LUM	C	05/14/2024	2002790.003	04/29/2024	160.00	160.00
58446	05/10/2024	00307 PACIFIC GAS & ELECTRIC	C	05/14/2024	1918250367-2 18Apr24	04/18/2024	19,385.46	
			C	05/14/2024	0092128195-2 042424	04/24/2024	2,781.12	22,166.58
58447	05/10/2024	03609 PAYMENTUS CORPORATION	C	05/20/2024	INV-15-147033	03/31/2024	0.15	0.15
58448	05/10/2024	02926 INC PRECISION BODY SHOP &	C	05/14/2024	DETAIL31202	04/30/2024	175.00	175.00
58449	05/10/2024	03409 PRINTWORKS APPAREL	C	05/23/2024	2238	04/03/2024	3,275.66	3,275.66
58450	05/10/2024	02216 RAMOS OIL CO. INC.	C	05/14/2024	CL092020	04/30/2024	1,852.43	1,852.43
58451	05/10/2024	03686 SERRA YELLOW CAB, INC	C	05/15/2024	1078-004	02/29/2024	539.41	
			C	05/15/2024	1078-005	03/31/2024	436.70	976.11
58452	05/10/2024	00411 TURBO DATA SYSTEMS	C	05/13/2024	42831	04/30/2024	2,304.84	2,304.84
58453	05/10/2024	03015 U.S. BANK CORPORATE PMT S	C	05/14/2024	04/22/2024	04/22/2024	19,437.38	19,437.38
58454	05/10/2024	00421 U.S. POSTAL SERVICE	C	05/24/2024	04/30/2024 BULK	04/30/2024	1,000.00	1,000.00
58455	05/10/2024	02848 UNITED COACH TOURS	C	05/17/2024	22084WF	04/29/2024	1,230.00	1,230.00

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Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
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58457	05/10/2024	03710 VESTIS GROUP, INC.	C	05/15/2024	5180336052	05/06/2024	15.90	
			C	05/15/2024	5180336046	05/06/2024	15.90	31.80
58458	05/17/2024	03713 MARGARET ANDERSON			2002800.003	05/07/2024	50.00	50.00
58459	05/17/2024	00013 ANDY'S WHEELS & TIRES	C	05/24/2024	67360	05/08/2024	253.63	253.63
58460	05/17/2024	03447 NIKOLE AZZOPARDI	C	05/21/2024	May 2024 REIMB	05/13/2024	20.37	
			C	05/21/2024	04/11-04/12/24 Retro	04/14/2024	0.20	20.57
58461	05/17/2024	01565 BAY CONTRACT MAINTENANC			31722	05/10/2024	2,877.53	
					31719	05/10/2024	2,794.42	
					31718	05/10/2024	2,794.42	
					31723	05/10/2024	1,630.07	
					31720	05/10/2024	665.32	
					31724	05/10/2024	232.37	
					31721	05/10/2024	203.01	11,197.14
58462	05/17/2024	02623 CYNTHIA BLOEBAUM	C	05/21/2024	82859	04/26/2024	700.00	700.00
58463	05/17/2024	00051 CALIFORNIA WATER SERVICE	C	05/21/2024	04/29/2024 Bill Date	04/29/2024	5,208.38	5,208.38
58464	05/17/2024	00057 CINTAS CORPORATION #2			4192385104	05/13/2024	786.98	
					4192385076	05/13/2024	467.24	1,254.22
58465	05/17/2024	00093 CITY OF SOUTH SAN FRANCIS	C	05/29/2024	520006	03/22/2024	4,767.60	4,767.60
58466	05/17/2024	01037 COMCAST CABLE	C	05/21/2024	0094769 042624	04/26/2024	16,046.15	
			C	05/21/2024	0097069 042724	04/27/2024	365.01	16,411.16
58467	05/17/2024	01995 DBA CELETTA INVESTIGATIVE	C	05/20/2024	24-0507	05/07/2024	660.00	660.00
58468	05/17/2024	02793 DITO'S MOTORS			30294	05/07/2024	68.45	68.45
58469	05/17/2024	02330 FOREMOST PROMOTIONS	C	05/20/2024	563047	05/08/2024	1,583.28	1,583.28
58470	05/17/2024	02499 GE CAPITAL INFORMATION (RI	C	05/22/2024	5069401481	05/01/2024	360.22	360.22
58471	05/17/2024	03712 HD SUPPLY, INC. F/K/A	C	05/21/2024	801522640	04/25/2024	136.28	136.28

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Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
58472	05/17/2024	03601 HEALTH AND HUMAN RESOUR	C	05/20/2024	E0319537	05/08/2024	64.80	64.80
58473	05/17/2024	03715 HOLY ANGELS SCHOOL			2002799.003	05/07/2024	300.00	300.00
58474	05/17/2024	00174 HOME DEPOT CREDIT SERVIC	C	05/23/2024	04/29/24 CLOSING	04/29/2024	146.14	146.14
58475	05/17/2024	03598 JEFFERSON ELEMENTARY SC			2002803.003	05/14/2024	200.00	200.00
58476	05/17/2024	03714 JUNIOR CHEF STARS	C	05/22/2024	1136	05/07/2024	1,560.00	
			C	05/22/2024	1137	05/07/2024	855.00	2,415.00
58477	05/17/2024	00220 LC ACTION POLICE SUPPLY, LI	C	05/21/2024	38507	05/06/2024	9,537.62	9,537.62
58478	05/17/2024	03711 BAILEY MAURA A IV	C	05/29/2024	Citation #16002274	01/09/2024	303.00	303.00
58479	05/17/2024	02993 VANESSA MOSQUEDA VELEZ (C	05/22/2024	Apr 18-May 09, 2024	05/13/2024	400.00	400.00
58480	05/17/2024	01340 NAVIA BENEFIT SOLUTIONS	C	05/21/2024	10855792	05/08/2024	1,063.86	1,063.86
58481	05/17/2024	00280 ODP BUSINESS SOLUTIONS	C	05/28/2024	366217017001	05/03/2024	141.08	141.08
58482	05/17/2024	00307 PACIFIC GAS & ELECTRIC	C	05/20/2024	0567147369-1 30Apr24	04/30/2024	214.03	
			C	05/20/2024	9248309814-8 24Apr24	04/24/2024	53.28	267.31
58483	05/17/2024	03230 MICAELA PADILLA	C	05/21/2024	2002801.003	05/07/2024	80.00	80.00
58484	05/17/2024	01184 PENINSULA UNIFORMS & EQU	C	05/24/2024	207017	04/09/2024	283.40	283.40
58485	05/17/2024	00563 PETTY CASH	C	05/17/2024	05/14/24 Petty Cash	05/14/2024	96.98	96.98
58486	05/17/2024	02216 RAMOS OIL CO. INC.	C	05/22/2024	CL093560	05/10/2024	1,748.54	
			C	05/22/2024	CL092296	04/30/2024	97.00	1,845.54
58487	05/17/2024	03430 ALLIED WASTE SERVICES REF			0893-000189349	04/30/2024	123.28	123.28
58488	05/17/2024	00349 SEGALE & CERINI INC.			18013	04/30/2024	21,902.00	
					17993	04/30/2024	119.75	22,021.75
58489	05/17/2024	03686 SERRA YELLOW CAB, INC	C	05/22/2024	1078-006	04/30/2024	1,310.22	1,310.22
58490	05/17/2024	00352 SERRAMONTE FORD, INC.	C	05/22/2024	808105	02/21/2024	5.97	5.97
58491	05/17/2024	00500 SMC CONTROLLERS OFFICE			April 2024	05/06/2024	3,872.70	3,872.70

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Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
58492	05/17/2024	00364 SMC FORENSIC LAB	C	05/21/2024	PS-INV104542	04/30/2024	627.00	627.00
58493	05/17/2024	00077 SMC HEALTH SYSTEM	C	05/23/2024	AC23-24-Colma	05/07/2024	32,737.00	32,737.00
58494	05/17/2024	01030 STEPFORD, INC.	C	05/20/2024	2401286	05/10/2024	319.05	319.05
58495	05/17/2024	01687 UNITED SITE SERVICES OF	C	05/23/2024	INV-4483555	05/09/2024	168.16	168.16
58496	05/17/2024	02799 WAVE/ASTOUND	C	05/21/2024	103745301-0010797	05/01/2024	440.22	440.22
58497	05/17/2024	02132 JASON WOLLMAN	C	05/20/2024	05/07/24 Reimburse	05/08/2024	18.00	18.00
58498	05/17/2024	00047 C.L.E.A.			05172024 B	05/17/2024	608.00	608.00
58499	05/17/2024	01340 NAVIA BENEFIT SOLUTIONS	C	05/21/2024	05172024 B	05/17/2024	1,915.48	1,915.48
58500	05/17/2024	01375 NATIONWIDE RETIREMENT SC	C	05/22/2024	05172024 B	05/17/2024	3,283.06	3,283.06
58501	05/17/2024	02224 STANDARD INSURANCE COMF			05172024 B	05/17/2024	364.00	364.00
58502	05/24/2024	00004 AT&T			000021705818	05/13/2024	1,652.32	
					000021644150	05/01/2024	37.95	1,690.27
58503	05/24/2024	03334 LLC AT&T MOBILITY NATIONAL			287296200335X051024	05/02/2024	2,524.84	2,524.84
58504	05/24/2024	01183 BEST BEST & KRIEGER LLP			995808	05/15/2024	21,519.00	
					995809	05/15/2024	5,361.05	
					995805	05/15/2024	1,577.80	28,457.85
58505	05/24/2024	01037 COMCAST CABLE	C	05/28/2024	0096715 050724	05/07/2024	122.01	122.01
58506	05/24/2024	03702 CORODATA RECORDS MANAG	C	05/29/2024	RS3609683	04/30/2024	181.26	181.26
58507	05/24/2024	02827 CORODATA SHREDDING, INC.	C	05/29/2024	DN 1470763	04/30/2024	115.69	115.69
58508	05/24/2024	00071 CSG CONSULTANTS, INC.	C	05/29/2024	03/30/24-04/26/24	05/14/2024	131,029.58	
			C	05/29/2024	56253	05/14/2024	6,815.50	
			C	05/29/2024	56252	05/14/2024	3,007.50	
			C	05/29/2024	56372	05/14/2024	1,040.00	
			C	05/29/2024	56256	05/14/2024	705.00	
			C	05/29/2024	56255	05/14/2024	205.00	
			C	05/29/2024	56254	05/14/2024	102.50	

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			C	05/29/2024	56250	05/14/2024	95.00	143,000.08
58509	05/24/2024	00649 DAVEY TREE EXPERT COMPAI			918463445	04/30/2024	4,960.00	4,960.00
58510	05/24/2024	00117 DELTA DENTAL OF CALIFORNI/	C	05/29/2024	BE006048564	05/01/2024	14,218.00	
			C	05/29/2024	BE006087189	06/01/2024	13,860.42	28,078.42
58511	05/24/2024	00117 DELTA DENTAL OF CALIFORNI/	C	05/29/2024	BE005990814	04/01/2024	13,860.42	13,860.42
58512	05/24/2024	02793 DITO'S MOTORS			30348	05/14/2024	1,898.42	1,898.42
58513	05/24/2024	03164 EDGEWORTH INTEGRATION LI	C	05/28/2024	00037013	05/21/2024	3,178.18	3,178.18
58514	05/24/2024	00130 EMPLOYMENT DEVELOPMENT	C	05/29/2024	L0608091472	05/07/2024	388.00	388.00
58515	05/24/2024	03616 FLEXIBLE BENEFIT ADMIN	C	05/29/2024	196816	05/15/2024	20.00	20.00
58516	05/24/2024	02499 GE CAPITAL INFORMATION (RI	C	05/29/2024	108259418	05/03/2024	525.44	525.44
58517	05/24/2024	03061 NICK BARBIERI TRUCKING LLC	C	05/29/2024	CL42616	04/30/2024	421.10	421.10
58518	05/24/2024	00307 PACIFIC GAS & ELECTRIC	C	05/29/2024	3007220528-6 08May24	05/08/2024	4,597.83	
			C	05/29/2024	0576889222-5 08May24	05/08/2024	296.40	
			C	05/29/2024	0035222590-8 08May24	05/08/2024	13.88	4,908.11
58519	05/24/2024	02926 INC PRECISION BODY SHOP &			DETAIL31429	05/15/2024	175.00	175.00
58520	05/24/2024	02886 READY REFRESH BY NESTLE	C	05/29/2024	04E0036457661	05/08/2024	141.96	141.96
58521	05/24/2024	00534 SMC INFORMATION SERVICES	C	05/28/2024	1YCL12404	04/30/2024	82.25	82.25
58522	05/24/2024	00683 SMC PUBLIC SAFETY COMMUI			CLMA-MSS 24-04	05/12/2024	2,835.25	2,835.25
58523	05/24/2024	00388 SONITROL	C	05/28/2024	365550	05/06/2024	1,143.11	1,143.11
58524	05/24/2024	01030 STEPFORD, INC.	C	05/29/2024	2401313	05/20/2024	9,709.80	
			C	05/29/2024	2406279	05/07/2024	1,007.50	10,717.30
58525	05/24/2024	00412 TELECOMMUNICATIONS ENGI			48806	05/10/2024	1,652.50	1,652.50
58526	05/24/2024	02849 6746050100 U.S. BANK PARS A	C	05/29/2024	2024-06 OPEB	06/01/2024	101,073.00	101,073.00
58527	05/24/2024	03710 VESTIS GROUP, INC.	C	05/29/2024	5180338510	05/13/2024	15.90	
			C	05/29/2024	5180340929	05/20/2024	15.90	

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Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
			C	05/29/2024	5180340935	05/20/2024	15.90	47.70
58528	05/24/2024	01745 WILLIAM D. WHITE CO., INC.	C	05/29/2024	460866	05/15/2024	2,002.40	2,002.40
58529	05/31/2024	03461 1000BULBS.COM			W04041334	05/10/2024	82.73	82.73
58530	05/31/2024	03622 4IMPRINT, INC			27128104	04/19/2024	1,702.27	1,702.27
58531	05/31/2024	00051 CALIFORNIA WATER SERVICE			1727052702-05/14/24	05/14/2024	262.79	262.79
58532	05/31/2024	01037 COMCAST CABLE			0188769 051224	05/12/2024	55.90	55.90
58533	05/31/2024	01995 DBA CELETTA INVESTIGATIVE			24-0522	05/22/2024	770.00	770.00
58534	05/31/2024	03705 DEGREE HVAC, INC.			36012	05/29/2024	2,502.97	2,502.97
58535	05/31/2024	03470 LUCIA DELGADO GOMEZ			2002807.003	05/20/2024	50.00	50.00
58536	05/31/2024	00112 DEPARTMENT OF JUSTICE			732105	05/03/2024	356.00	356.00
58537	05/31/2024	02793 DITO'S MOTORS			30390	05/22/2024	127.81	
					30393	05/22/2024	76.70	
					30366	05/16/2024	24.33	228.84
58538	05/31/2024	03716 GUADALUPE GONZALEZ			2002805.003	05/20/2024	150.00	150.00
58539	05/31/2024	03712 HD SUPPLY, INC. F/K/A			803433606	05/07/2024	1,027.69	
					804423705	05/13/2024	835.59	
					804586543	05/13/2024	530.47	
					804358950	05/10/2024	103.91	2,497.66
58540	05/31/2024	03414 MAD SCIENCE OF THE BAY AR			INV-000165	05/07/2024	650.00	650.00
58541	05/31/2024	03009 MUTT MITT			710728	05/29/2024	2,497.27	2,497.27
58542	05/31/2024	03061 NICK BARBIERI TRUCKING LLC			CL43682	05/15/2024	359.64	359.64
58543	05/31/2024	00280 ODP BUSINESS SOLUTIONS			365771746001	05/02/2024	416.38	
					365760740001	05/14/2024	78.85	495.23
58544	05/31/2024	00307 PACIFIC GAS & ELECTRIC			1918250367-2 16May24	05/16/2024	10,105.26	
					0512181543-4 09May24	05/09/2024	2,790.36	
					0678090639-9 20May24	05/20/2024	90.05	

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					9593452526-2 20May24	05/20/2024	6.47	12,992.14
58545	05/31/2024	03060 PREFERRED ALLIANCE, INC.			0195394-IN	04/30/2024	84.00	84.00
58546	05/31/2024	01540 R & S ERECTION NORTH PENII			61953	05/24/2024	752.25	752.25
58547	05/31/2024	02216 RAMOS OIL CO. INC.			CL097019	05/20/2024	1,751.07	1,751.07
58548	05/31/2024	02224 STANDARD INSURANCE COMF			June2024Coverage	05/15/2024	222.07	222.07
58549	05/31/2024	00830 STAPLES BUSINESS CREDIT			6001434299	04/25/2024	364.96	
					6001434297	04/25/2024	94.15	459.11
58550	05/31/2024	00373 STATE CONTROLLER			FTB-00007023	05/15/2024	105.26	105.26
58551	05/31/2024	03075 SUAN MERAZ VARELA			2002806.003	05/20/2024	300.00	300.00
58552	05/31/2024	03710 VESTIS GROUP, INC.			5180343343	05/27/2024	15.90	
					5180343289	05/27/2024	15.90	31.80
58553	05/31/2024	00432 VISION SERVICE PLAN			820518824	05/19/2024	1,080.66	1,080.66
58554	05/31/2024	01340 NAVIA BENEFIT SOLUTIONS			05312024 B	05/31/2024	1,915.48	1,915.48
95128	05/03/2024	00130 EMPLOYMENT DEVELOPMENT			05032024 M	05/03/2024	150.00	150.00
95129	05/03/2024	00521 UNITED STATES TREASURY			05032024 M	05/03/2024	1,240.60	1,240.60
95130	05/03/2024	00631 P.E.R.S.			05032024 M	05/03/2024	854.22	854.22
95131	05/03/2024	01360 MISSIONSQUARE RETIREMEN			05032024 M	05/03/2024	493.26	493.26
95132	05/03/2024	00282 RETIREMENT SYSTEM CALIFC			05032024 M	05/03/2024	5,335.07	5,335.07
95133	05/03/2024	00130 EMPLOYMENT DEVELOPMENT			05032024 B	05/03/2024	17,037.09	17,037.09
95134	05/03/2024	00521 UNITED STATES TREASURY			05032024 B	05/03/2024	72,255.56	72,255.56
95135	05/03/2024	00282 RETIREMENT SYSTEM CALIFC			05032024 B	05/03/2024	77,486.52	77,486.52
95136	05/03/2024	00631 P.E.R.S.			05032024 B	05/03/2024	53,901.55	53,901.55
95137	05/03/2024	01360 MISSIONSQUARE RETIREMEN			05032024 B	05/03/2024	5,434.57	5,434.57
95138	05/03/2024	00068 COLMA PEACE OFFICER'S			05032024 B	05/03/2024	1,247.57	1,247.57

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Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
95142	05/17/2024	00130 EMPLOYMENT DEVELOPMENT			05172024 B	05/17/2024	17,381.23	17,381.23
95143	05/17/2024	00521 UNITED STATES TREASURY			05172024 B	05/17/2024	73,917.87	73,917.87
95144	05/17/2024	00631 P.E.R.S.			05172024 B	05/17/2024	54,068.48	54,068.48
95145	05/17/2024	01360 MISSIONSQUARE RETIREMEN			05172024 B	05/17/2024	5,430.04	5,430.04
95146	05/17/2024	00068 COLMA PEACE OFFICER'S			05172024 B	05/17/2024	1,247.57	1,247.57
95151	05/31/2024	00130 EMPLOYMENT DEVELOPMENT			05312024 B	05/31/2024	17,972.56	17,972.56
95152	05/31/2024	00521 UNITED STATES TREASURY			05312024 B	05/31/2024	74,921.18	74,921.18
95153	05/31/2024	00631 P.E.R.S.			05312024 B	05/31/2024	53,996.35	53,996.35
95154	05/31/2024	01360 MISSIONSQUARE RETIREMEN			05312024 B	05/31/2024	1,640.84	1,640.84
95155	05/31/2024	00068 COLMA PEACE OFFICER'S			05312024 B	05/31/2024	1,247.57	1,247.57
120075	05/01/2024	00282 RETIREMENT SYSTEM CALIFC			100000017517789	04/15/2024	7,726.29	7,726.29
120076	05/01/2024	00631 P.E.R.S.			100000017500997	04/04/2024	82.53	82.53
120077	05/01/2024	03616 FLEXIBLE BENEFIT ADMIN			MAY2024HRA	04/19/2024	64,795.68	64,795.68

first Total: 1,203,845.18

162 checks in this report

Total Checks: 1,203,845.18





STAFF REPORT

TO: Mayor and Members of the City Council
FROM: John Munsey, Chief of Police
MEETING DATE: June 26, 2024
SUBJECT: Annual Update on Military Equipment Pursuant to AB 481

RECOMMENDATION

Staff recommends that the City Council make the following motions:

MOTION TO APPROVE AN "ANNUAL MILITARY EQUIPMENT USE INVENTORY REPORT", PURSUANT TO CEQA GUIDELINE 15061(B)(3);

MOTION TO RENEW ORDINANCE NO. 811 PURSUANT TO CEQA GUIDELINE 15061(B)(3)

BACKGROUND AND ANALYSIS

Assembly Bill 481 ("AB 481"), codified at Government Code sections 7070 through 7075, requires the Colma Police Department ("Department") to obtain annual approval from City Council of its military equipment use policy ("Policy") in order to continue the use of previously acquired military equipment. The term "military equipment," as used in AB 481, does not necessarily indicate equipment used by the military. Items deemed to be "military equipment" include, but are not limited to, unmanned aerial or ground vehicles, armored vehicles, command and control vehicles, pepper balls, less lethal shotguns, less lethal 40mm projectile launchers, long range acoustic devices, and flashbangs. The list of items considered "military equipment" by AB 481 are employed by many law enforcement agencies across the country as best practices to enhance citizen and officer safety. Provided as an attachment to this staff report is the updated inventory list of military equipment that the department maintains, in accordance with Government Code section 7072. The list also includes, in the interest of complete transparency, the equipment owned and utilized by Daly City's Regional SWAT Team, that the Colma Police Department is a part of. The use of the military equipment identified on the inventory list is vital to the Department's mission and will continue to be strictly regulated through internal processes and oversight.

On April 27, 2022 the City Council adopted Ordinance No. 811 adopting a Military Equipment Use Policy, in accordance with AB 481. A copy of the Policy is included as an attachment to this staff report. In order for the Department to continue using the equipment authorized under the Policy, the Department must submit an Annual Report to City Council, that includes the following: 1) A summary of how the military equipment was used and purpose of its use. 2) A summary of any complaints or concerns received concerning the military equipment. 3) The results of any internal audits, any information about violations of the military equipment use policy, and any actions taken in response. 4) The total annual cost for each type of military equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the military equipment in the

calendar year submission of the annual military equipment report. 5) The quantity possessed for each type of military equipment. 6) If the law enforcement agency intends to acquire additional military equipment in the next year, the quantity sought for each type of military equipment.

The Department is committed to utilizing equipment that helps to safeguard the community and reduce the risk of escalating volatile situations that might rise to the level of a lethal encounter.

Ordinance No. 811 and the adopted Policy provide for safeguards to the public's safety, welfare, and civil rights and ensures transparency, oversight and accountability measures are in place. As examples, the Department will be required to conduct annual audits of the equipment to ensure compliance with the policy, annually report to the City Council the use of this equipment, and seek approval prior to acquiring any additional military equipment.

The Colma Police Department webpage will be utilized for distribution of any updates to the above materials as well as for this Annual Report.

ALTERNATIVES

The City Council can decide not to renew Ordinance No. 811, and/or not approve the annual report. If City Council decides not to renew Ordinance No. 811 or not approve the annual report, the Colma Police Department will no longer be allowed to utilize the specified equipment listed in the Military Equipment Inventory. The equipment will be disposed of accordingly. Therefore, Town staff does not recommend this alternative.

FISCAL IMPACT

The cost of the current equipment is presently funded and included in the Fiscal Year budget for 2024/2025. No new equipment that would be governed by the provisions of AB 481 is slated for purchase during the listed timeframe.

ENVIRONMENTAL

The City Council's action to approve the annual report and to renew Ordinance No 811.is not a project subject to the California Environmental Quality Act, as it can be seen with certainty that the action will not have a significant effect on the environment pursuant to CEQA Guideline 15061(b)(3).

CONCLUSION

The City Council should by motion, approve the Annual Report and renew Ordinance No. 811.

ATTACHMENTS

- A. Ordinance
- B. Exhibit "A" Military Equipment Use Policy and Inventory
- C. Annual Report: Inventory of Military Equipment Under AB 481

**ORDINANCE NO. 811
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**AN UNCODIFIED ORDINANCE ADOPTING
A MILITARY EQUIPMENT USE POLICY**

The City Council of the Town of Colma does ordain as follows:

ARTICLE 1. FINDINGS, PURPOSE AND AUTHORITY

The City Council of the Town of Colma finds:

- (a) On September 30, 2021 Governor Newsom signed a series of policing reform legislation items into law. These laws are aimed at increasing police transparency, and Assembly Bill ("AB") 481 in particular requires law enforcement agencies to adopt a special or military equipment use policy ("Policy") prior to taking certain actions relating to the funding, acquisition, or use of military equipment as defined by the law. The Policy must be adopted by ordinance at a regular meeting of the governing body (the City Council) for that agency; and
- (b) AB 481 requires adoption of the Policy before the law enforcement agency can take action to request military equipment as defined by the statute; seek funds (such as grants or in-kind donations) for acquiring military equipment; actually acquire military equipment, either permanently or temporarily by owning, borrowing, or leasing; collaborate with other law enforcement agencies to deploy or use military equipment in the agency's territorial jurisdiction; use new or existing military equipment in a manner not previously subject to AB 481's scope; solicit or respond to a proposal for, or enter into an agreement with, any person or entity to seek funds for, apply for, acquire, use, or collaborate in using military equipment; or to acquire military equipment through any other means not specifically detailed in the statute; and
- (c) To continue to use military equipment acquired prior to January 1, 2022, the law enforcement agency must commence the process of adopting the Policy no later than May 1, 2022; and
- (d) In accordance with AB 481, the proposed Policy has been made available on the Police Department's website within 30 days of the public hearing by the City Council to adopt the Policy. Once adopted, the Policy will be made publicly available on the Police Department's website for as long as the covered military equipment is available for use; and
- (e) In accordance with AB 481, the Policy is being placed on the agenda as an open session item at a regular meeting of the City Council, and public comment on the item will be allowed in accordance with the Brown Act; and
- (f) This Ordinance shall be reviewed by the City Council at least annually, and based on an annual military equipment report that must be submitted to the City Council pursuant to AB 481, the City Council shall determine whether each type of military equipment identified in the report has complied with the standards for continued approval. If the City Council cannot make such a determination, it shall either disapprove a renewal of the authorization for that type of equipment, or require modifications to the Policy in a manner to resolve the lack of compliance.

Pursuant to Government Code § 7071(d)(1), as may be amended or renumbered from time to time, the City Council hereby makes the following findings in support of its adoption of the Policy:

- (1) The military equipment identified in the Policy is necessary because there is no reasonable alternative that can achieve the same objective of officer and civilian safety.
- (2) The proposed Policy will safeguard the public's welfare, safety, civil rights, and civil liberties.
- (3) If the Police Department purchases military equipment pursuant to the Policy, the equipment is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety.

Prior military equipment use complied with the military equipment use policy that was in effect at the time, or if prior uses did not comply with the accompanying military equipment use policy, corrective action has been taken to remedy nonconforming uses and ensure future compliance.

In accordance with AB 481, the Policy attached hereto as Exhibit "A" and incorporated in full by reference is hereby adopted by the City Council.

ARTICLE 8. SEVERABILITY

If any section, subsection, subdivision, paragraph, sentence, clause or phrase added by this ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs, sentences, clauses or phrases are declared unconstitutional, invalid or ineffective.

ARTICLE 9. CEQA COMPLIANCE

The City Council finds that the changes made to the Codes are exempt from environmental review requirements pursuant to California Environmental Quality Act ("CEQA") Section 15378(b)(5) because adoption of this Ordinance is not a project. The Ordinance is an organizational or administrative activity of the government that will not result in direct or indirect physical changes in the environment.

ARTICLE 10. EFFECTIVE DATE

This ordinance shall take effect 30 days after adoption.

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Certification of Adoption

I certify that the foregoing Ordinance No. 811 was duly introduced at a regular meeting of the City Council of the Town of Colma held on April 27, 2022, and adopted at a regular meeting of the City Council of the Town of Colma held on May 11, 2022, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor	X				
Diana Colvin	X				
Raquel Gonzalez	X				
Joanne F. del Rosario	X				
John Irish Goodwin	X				
<i>Voting Tally</i>	5	0			

Dated: 6/16/22


Helen Fisicaro, Mayor

Attest: 
Caitlin Corley, City Clerk



Exhibit A

Colma Police Department Military Equipment Policy Attached



Military Equipment

706.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the approval, acquisition, and reporting requirements of military equipment pursuant to Assembly Bill 481 ("AB 481") (Government Code § 7070; Government Code § 7071; Government Code § 7072).

706.1.1 DEFINITIONS

Definitions related to this policy, pursuant to Government Code § 7070, include the following:

Governing body – The Town of Colma City Council ("City Council").

Law enforcement agency – The Town of Colma's Police Department.

Military equipment – Includes but is not limited to the following:

- Unmanned, remotely piloted, powered aerial or ground vehicles.
- Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers.
- High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached.
- Tracked armored vehicles that provide ballistic protection to their occupants.
- Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- Weaponized aircraft, vessels, or vehicles of any kind.
- Battering rams, slugs, and breaching apparatuses that are explosive in nature. This does not include a handheld, one-person ram.
- Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code § 30515, with the exception of standard-issue handguns.
- Any firearm or firearm accessory that is designed to launch explosive projectiles.
- Noise-flash diversionary devices and explosive breaching tools.
- Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray.
- TASER® Shockwave, microwave weapons, water cannons, and long-range acoustic devices (LRADs).
- Kinetic energy weapons and munitions.
- Any other equipment as determined by a governing body or a state agency to require additional oversight.

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Military Equipment

706.2 POLICY

It is the policy of the Colma Police Department that members of this department comply with the provisions of AB 481 with respect to military equipment.

706.3 MILITARY EQUIPMENT COORDINATOR

The Chief of Police should designate a member of this department to act as the military equipment coordinator. The responsibilities of the military equipment coordinator include but are not limited to:

- (a) Acting as liaison to the City Council for matters related to the requirements of this policy.
- (b) Identifying department equipment that qualifies as military equipment in the current possession of the Department, or the equipment the Department intends to acquire that requires approval by the governing body.
- (c) Conducting an inventory of all military equipment at least annually.
- (d) Collaborating with any allied agency that may use military equipment within the jurisdiction of the Colma Police Department (Government Code § 7071).
- (e) Preparing for, scheduling, and coordinating the annual community engagement meeting to include:
 - 1. Publicizing the details of the meeting.
 - 2. Preparing for public questions regarding the department's funding, acquisition, and use of military equipment.
- (f) Preparing the annual military equipment report for submission to the Chief of Police and ensuring that the report is made available on the department website (Government Code § 7072).
- (g) Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of military equipment, and how the Department will respond in a timely manner.

706.4 MILITARY EQUIPMENT INVENTORY

A list of equipment currently held by the Department or in coordination with another local agency is attached to this policy as Exhibit "A" and incorporated into this policy by reference. The inventory list will be updated each year as part of the annual report required pursuant to AB 481.

706.5 MILITARY EQUIPMENT USAGE GUIDELINES

The Colma Police Department recognizes that critical incidents are unpredictable and can be very dynamic in nature. A variety of military equipment options can greatly assist incident commanders, officers, and specific units in bringing those incidents to a swift resolution in a safe manner. The use of military equipment is restricted for use only in certain instances and in some cases only by certain units. While this procedure is wide-ranging, it is not all inclusive. There may be instances wherein unpredictable critical incidents demand the need for incident commanders to authorize military equipment to be used in a manner not outlined within this procedure. In scrutinizing those particular instances, the judgment of the incident commander influenced by the totality of the circumstances, public safety, officer safety, civil rights, and information available at the time will be used.

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Military Equipment

It is incumbent upon incident commanders, supervisors, individual officers, and specific units to recognize the particular circumstances wherein military equipment should be employed to enhance the safety of the public and officers, and to bring a critical incident to a safe resolution. Exhibit A identifies the various types, descriptions, and guidelines for usage of military equipment currently employed by the Colma Police Department.

Please note that all manufacturer descriptions contained within Exhibit A are referenced via publicly accessible website source citations. The website source citations utilized in this policy are for military equipment descriptive purposes only, and are not an endorsement by the Town or the Colma Police Department of a particular product or vendor.

706.6 APPROVAL

The Chief of Police or the authorized designee shall obtain approval from the City Council by way of an ordinance adopting this military equipment policy. As part of the approval process, the Chief of Police or the authorized designee shall ensure the proposed military equipment policy is submitted to the governing body and is available on the department website at least 30 days prior to any public hearing concerning the military equipment at issue (Government Code § 7071). The military equipment policy must be approved by the City Council prior to engaging in any of the following (Government Code § 7071):

- (a) Requesting military equipment made available pursuant to 10 USC § 2576a.
- (b) Seeking funds for military equipment, including but not limited to applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.
- (c) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.
- (d) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the jurisdiction of this department.
- (e) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the City Council.
- (f) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of military equipment.
- (g) Acquiring military equipment through any means not provided above.

706.7 COORDINATION WITH OTHER JURISDICTIONS

Military equipment should not be used by any other law enforcement agency or member in this jurisdiction unless the military equipment is approved for use in accordance with this policy.

706.8 ANNUAL REPORT

Upon approval of a military equipment policy, the Chief of Police or the authorized designee should submit a military equipment report to the City Council for each type of military equipment approved within one year of approval, and annually thereafter for as long as the military equipment is available for use (Government Code § 7072).

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The Chief of Police or the authorized designee should also make each annual military equipment report publicly available on the department website for as long as the military equipment is available for use. The report shall include all information required by Government Code § 7072 for the preceding calendar year for each type of military equipment in department inventory. "Type" of military equipment is defined to mean "each item that shares the same manufacturer model number." (Government Code § 7070(f).)

706.9 COMMUNITY ENGAGEMENT

Within 30 days of submitting and publicly releasing the annual report, the Department shall hold at least one well-publicized and conveniently located community engagement meeting, at which the Department should discuss the report and respond to public questions regarding the funding, acquisition, or use of military equipment.

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Military Equipment

Exhibit "A"

Military Equipment Inventory

Equipment Owned and Utilized by Colma Police Department

Equipment Type: Semiautomatic Patrol Rifles and Projectiles - CA Gov't Code §7070(c)(10)	
Quantity Owned/Sought: 10 owned	Lifespan: Approximately 15 years or 20,000 rounds
Equipment Capabilities: The Colt M4 Carbine (AR-15) semi-automatic rifle fires 5.56 x 45mm (.223 caliber) ammunition and is capable of firing at greater distances and with greater accuracy than Department issued pistols.	
Manufacturer Product Description: Colt M4 Carbine (AR-15): Built for the demanding use of those who protect our communities every day, the Colt M4 Carbine Patrol Rifle is the next evolution in the world's most dependable, thoroughly field-tested patrol rifle. It is a lightweight, magazine-fed, gas-operated semi-automatic rifle. It is the semi-automatic version of the M16 rifle sold for the civilian and law enforcement markets in the United States. The Colt M4 Carbine Patrol Rifle reestablishes the Colt AR-15® as the finest tool for local, regional, and national law enforcement agencies. .	
Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed.	
Fiscal Impacts: The cost of the rifles, magazines, optics, slings, and accessories was approximately \$22,000. The rifles and associated equipment/accessories have been purchased in batches at different times and for different costs as needed to replace damaged/outdated equipment.	
Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Colma Police Department Policies on Use of Force and Firearms.	
Training Required: Officers must successfully complete a CA POST certified 24-hour patrol rifle course as well as annual Department firearms training and qualifications as required by law and policy.	
Other Notes: These rifles are standard issue service weapons for our officers and therefore exempt from this Military Equipment Use Policy per CA Gov't Code §7070 (c)(10). They have been included in this document in an abundance of caution and in the interest of transparency.	

Equipment Type: 40mm Launchers and Kinetic Energy Munitions - CA Gov't Code §7070(c)(14)	
Quantity Owned/Sought: 2 owned	Lifespan: Approximately 15 years
Equipment Capabilities: The Defense Technology 40mm LMT is a single-shot launcher capable of firing 40mm kinetic energy munitions, also commonly referred to as specialty impact munitions (SIM), which are less-lethal projectiles. The Colma Police Department does not utilize the device to insert chemical agents.	
Manufacturer Product Description: Defense Tech 40mm LMT Single Launcher: Manufactured exclusively for Defense Technology®, the 40LMTS is a tactical single shot launcher that features an expandable ROGERS Super Stoc and an adjustable Integrated Front Grip (IFG) with light rail. The ambidextrous Lateral Sling Mount (LSM) and QD mounting systems allow both a single and two-point sling attachment. The 40LMTS will fire standard 40mm less lethal ammunition, up to 4.8 inches in cartridge length. The Picatinny Rail	

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Mounting System will accept a wide array of enhanced optics/sighting systems.

Defense Tech Exact Impact 40mm Standard Range Sponge Round: The eXact iMPact™ 40 mm Sponge Round is a point-of-aim, point-of-impact direct-fire round. This lightweight, high-speed projectile consists of a plastic body and sponge nose that is spin stabilized via the incorporated rifling collar and the 40 mm launcher's rifled barrel. The round utilizes smokeless powder as the propellant, and, therefore, have velocities that are extremely consistent. Used for Crowd Control, Patrol, and Tactical Applications.

Purpose/Authorized Uses: The 40mm Launchers, kinetic energy munitions, are intended for use as a less-lethal force response option.

Fiscal Impacts: The initial cost of the 40mm launchers and optics was approximately \$3,280. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for munitions will vary.

Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Colma Police Department Policies on Use of Force and Firearms.

Training Required: Officers must complete a department 40mm course as well as regular training and qualifications as required by law and policy.

Equipment Type: OC Pepper Ball Launcher and Ammunition - CA Gov't Code §7070(c)(12)

Quantity Owned/Sought: 2 owned

Lifespan: Varies on weather and storage conditions

Manufacturer Product Description: The Variable Kinetic System is a multi-payload, long-range, semi-automatic launcher with adjustable kinetics. Because it mirrors the AR-15 platform, many departments find that it's easy to adopt and integrate this less lethal platform into their arsenal of resources. Weight: 6.2lbs/2.8kg Caliber: .68 Length: 31"/78cm Height: 13"/33cm Action: Semi-auto Power: HPA Capacity: 10/15/180* Kinetic Impact: 7.3-20.6ft lb/10-28J

Features: Solid Reinforced Construction • Round and VXR™ Projectile Compatible Magazine • Feeds 20+ Projectiles Per Second with EL-2™ Hopper • No Recoil • Flip Safety Switch • SplitShot™ Compatible • MIL-STD-1913 Rail Platform • Maximum Range of 150ft

Dual Feed System: The dual feed allows the user to quickly switch between "Hopper Mode" and "Magazine Mode" during an operation for optimum versatility. Dual Air System: Choose between the HPA butt-stock 13ci tank or remote airline to tank of choice.

Ammunition: LIVE, The basic PepperBall® projectile, it contains 2% PAVA, and is excellent for direct impact and area saturation, especially in confined, interior spaces. LIVE – X, Our most potent and powerful concentration of PAVA pepper powder. One round of LIVE-X™ contains the equivalent PAVA irritant chemical agent in 10 regular PepperBall® LIVE™ rounds.

Purpose/Authorized Uses: OC Pepper Ball applications are intended for use as a less-lethal force response option. They can be deployed by trained Department personnel for purposes and situations where lesser means are reasonably believed to be ineffective or involve substantial more risk to Department personnel.

Fiscal Impacts: The cost of the system is approximately \$3100. There are no associated maintenance costs.

Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws

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governing police use of force. All applicable Colma Police Department Policies on Use of Force.

Training Required: Officers must complete a department course as well as regular training and qualifications as required by law and policy.

Equipment Owned and Utilized by Daly City Police Department's Regional SWAT TEAM

Equipment Type: Unmanned Aircraft Systems (UAS/Drones) – CA Gov't Code §7070(c)(1)	
Quantity Owned/Sought: 2 owned	Lifespan: Approximately 5 years
Equipment Capabilities: Remotely piloted aerial vehicles capable of providing live and recorded video images captured from aerial positions, including images enhanced by optical zoom lenses.	
Manufacturer Product Description: DJI Phantom 4 Pro V2: Featuring a 1-inch CMOS sensor that can shoot 4K/60fps videos and 20MP photos, the Phantom 4 Pro V2.0 grants filmmakers absolute creative freedom. The OcuSync 2.0 HD transmission system ensures stable connectivity and reliability, five directions of obstacle sensing ensure additional safety, and a dedicated remote controller with a built-in screen grants even greater precision and control. ^[1] A wide array of intelligent features makes flying that much easier. The Phantom 4 Pro V2.0 is a complete aerial imaging solution, designed for the professional creator. The onboard camera features a 1-inch 20MP CMOS sensor and a mechanical shutter, eliminating rolling shutter distortion. An advanced sensor and impressive processing capture every detail and provide the image data needed for advanced post-production. The Phantom 4 Pro V2.0 camera has an optimized f/2.8 wide-angle lens, ensuring consistently detailed photos and videos that remain vivid and sharp while maintaining color accuracy.	
Purpose/Authorized Uses: UAS/Drones may be utilized to enhance the Department's mission of protecting lives and property when other means and resources are not available or are less effective. Current uses for the UAS/Drones include traffic collision investigations and/or urgent community safety needs.	
Fiscal Impacts: The initial costs of equipment, licensing, software and training was approximately \$17,830. Ongoing costs associated with UAS operation and maintenance is estimated to be approximately \$300 per year.	
Legal/Procedural Rules Governing Use: Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations. The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.	
Training Required: Prior to piloting any UAS/Drone, staff members must secure an FAA Remote Pilot License and complete all training required by the FAA.	
Other Notes: None.	

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Military Equipment

Equipment Type: Unmanned Aircraft Systems (UAS/Drones) – CA Gov't Code §7070(c)(1)	
Quantity Owned/Sought: 2 owned	Lifespan: Approximately 5 years
Equipment Capabilities: Remotely piloted aerial vehicles capable of providing live and recorded video images captured from aerial positions, including images enhanced by optical zoom lenses.	
Manufacturer Product Description: DJI Phantom 4 Pro V2: Featuring a 1-inch CMOS sensor that can shoot 4K/60fps videos and 20MP photos, the Phantom 4 Pro V2.0 grants filmmakers absolute creative freedom. The OcuSync 2.0 HD transmission system ensures stable connectivity and reliability, five directions of obstacle sensing ensure additional safety, and a dedicated remote controller with a built-in screen grants even greater precision and control. ^[1] A wide array of intelligent features makes flying that much easier. The Phantom 4 Pro V2.0 is a complete aerial imaging solution, designed for the professional creator. The onboard camera features a 1-inch 20MP CMOS sensor and a mechanical shutter, eliminating rolling shutter distortion. An advanced sensor and impressive processing capture every detail and provide the image data needed for advanced post-production. The Phantom 4 Pro V2.0 camera has an optimized f/2.8 wide-angle lens, ensuring consistently detailed photos and videos that remain vivid and sharp while maintaining color accuracy.	
Purpose/Authorized Uses: UAS/Drones may be utilized to enhance the Department's mission of protecting lives and property when other means and resources are not available or are less effective. Current uses for the UAS/Drones include traffic collision investigations and/or urgent community safety needs.	
Fiscal Impacts: The initial costs of equipment, licensing, software and training was approximately \$17,830. Ongoing costs associated with UAS operation and maintenance is estimated to be approximately \$300 per year.	
Legal/Procedural Rules Governing Use: Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations. The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.	
Training Required: Prior to piloting any UAS/Drone, staff members must secure an FAA Remote Pilot License and complete all training required by the FAA.	
Other Notes: None.	

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Equipment Type: Unmanned, remotely piloted, powered ground vehicles - CA Gov't Code §7070(c)(1)	
Quantity Owned/Sought: 1 owned	Lifespan: Approximately 7-10 years
Equipment Capabilities: The Robotex Avatar II is a small robotic vehicle capable of being remotely navigated through a variety of environments to provide scene information and intelligence in the form of video and still images transmitted to the user.	
Manufacturer Product Description: The Avatar® II is a compact, lightweight robotic platform that is part of the RoboteX Avatar® Series. Designed from the ground up for portability, expandability, and ease-of-use, the Avatar® II serves as a useful tool for a variety of users. The Avatar® II can be customized with a variety of plug-and-play accessories. These accessories facilitate use of the robot in a variety of scenarios, including CBRNE, EOD, and personal security settings. Visit www.robotex.com/build-a-robot or contact your Account Manager for more information.	
Purpose/Authorized Uses: To enhance the safety of potentially dangerous situations by providing first responders with the ability to capture video and still images of hazardous areas prior to, or in lieu of, sending in personnel.	
Fiscal Impacts: The initial cost of this equipment was approximately \$12,500. There are no ongoing costs associated with its operation and maintenance.	
Legal/Procedural Rules Governing Use: The use of unmanned, remotely piloted, powered ground vehicles potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to all applicable privacy laws and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure).	
Training Required: The Daly City Police Department SWAT Team provides internal training for officers before they are permitted to pilot this robotic vehicle.	
Other Notes: None.	

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Military Equipment

Quantity Owned/Sought: 1 possessed, but not owned	Lifespan: Varies on usage
Equipment Capabilities: The Lenco Bearcat G1 is a tactical armored vehicle capable of transporting 8-10 officers and equipment during tactical and recovery operations, offering ballistic protection and other features to enhance the safety of involved personnel during potential high-risk tactical and recovery operations.	
Manufacturer Product Description: The Lenco BearCat G1 is the standard tactical armored vehicle for special operations units within the US Law Enforcement community. Since the early 2000s, agencies such as LAPD, LASD SEB, NYPD ESU, Boston PD and hundreds of Federal, State and Local Law Enforcement agencies have made the BearCat G1 part of their standard operating procedure. The G1 has excellent on-road driving characteristics and maneuverability in tight urban settings. The large floor plan seats 8 – 10 fully equipped officers with a long list of tactical features <u>only</u> found on the Lenco BearCat line of armored SWAT vehicles.	
Purpose/Authorized Uses: To enhance the safety and tactical advantage of officers and support personnel during potentially dangerous situations or high-risk tactical operations.	
Fiscal Impacts: The Lenco Bearcat G1 is owned and maintained by San Mateo County Office of Emergency Service. It was not purchased or funded by the Daly City Police Department, however it is stored and used primarily by officers of the Daly City Police Department. The only ongoing costs incurred by the Daly City Police Department are for fuel, which varies depending on usage.	
Legal/Procedural Rules Governing Use: The Daly City Police Department recognizes the use of armored vehicles during law enforcement operations can potentially startle members of the general public or create a sense of fear amongst the community. As such, the use of the armored vehicle is limited to SWAT Team operations or other law-enforcement responses or events that are considered high-risk. Special consideration is given in analyzing the risk factors associated with the intended operation or event with the need for the added protection offered by the armored vehicle. During specific community events, the armored vehicle can be used as a static display when appropriate and when authorized by the SWAT Commander. Drivers shall adhere to all applicable State and Local laws governing emergency vehicle use.	
Training Required: The Daly City Police Department SWAT Team provides internal training for officers before they are permitted to drive this armored vehicle.	
Other Notes: None.	

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Military Equipment

Equipment Type: Semiautomatic Patrol Rifles and Ammunition - CA Gov't Code §7070(c)(10)	
Quantity Owned/Sought: 60 owned	Lifespan: Approximately 15 years or 20,000 rounds
Equipment Capabilities: The Colt M4 Carbine (AR-15) semi-automatic rifle fires 5.56 x 45mm (.223 caliber) ammunition and is capable of firing at greater distances and with greater accuracy than Department issued pistols.	
Manufacturer Product Description: Colt M4 Carbine (AR-15): Built for the demanding use of those who protect our communities every day, the Colt M4 Carbine Patrol Rifle is the next evolution in the world's most dependable, thoroughly field-tested patrol rifle. It is a lightweight, magazine-fed, gas-operated semi-automatic rifle. It is the semi-automatic version of the M16 rifle sold for the civilian and law enforcement markets in the United States. The Colt M4 Carbine Patrol Rifle reestablishes the Colt AR-15® as the finest tool for local, regional, and national law enforcement agencies. .	
Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to: <ol style="list-style-type: none">1. Situations where the officer reasonably anticipates an armed encounter.2. When an officer is faced with a situation that may require accurate and effective fire at distances beyond the effective range of a duty pistol.3. Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.4. When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.5. When an officer reasonably believes that a suspect may be wearing body armor.6. When authorized or requested by a supervisor.	
Fiscal Impacts: The cost of the rifles, magazines, optics, slings, and accessories was approximately \$132,000. The rifles and associated equipment/accessories have been purchased in batches at different times and for different costs as needed to replace damaged/outdated equipment. This figure is an approximate total cost for patrol rifles and associated equipment currently possessed by the Daly City Police Department. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for ammunition will vary.	
Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.	
Training Required: Officers must successfully complete a CA POST certified 24-hour patrol rifle course as well as annual Department firearms training and qualifications as required by law and policy.	
Other Notes: These rifles are standard issue service weapons for our officers and therefore exempt from this Military Equipment Use Policy per CA Gov't Code §7070 (c)(10). They have been included in this document in an abundance of caution and in the interest of transparency.	

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Military Equipment

Equipment Type: Bolt-Action Sniper Rifles and Ammunition - CA Gov't Code §7070(c)(10)	
Quantity Owned/Sought: 5 owned	Lifespan: Approximately 15 years or 10,000 rounds
Equipment Capabilities: The Remington 700 Sniper Rifle is a bolt-action, precision-fire weapon system that fires 7.62 x 51mm (.308 caliber) ammunition. It is capable of firing at greater distances and with great accuracy than Department issued patrol rifles. The five rifles owned by the Department are outfitted with high-powered adjustable magnification optics for observation and targeting.	
Manufacturer Product Description: Remington Model 700: The Remington® Model 700® Bolt-Action Rifle is enhanced to hit targets at long ranges. At the heart of this specialized long-range rifle is the famous Model 700 action that has been proven for reliability and precision accuracy in combat with the U.S. Army's M24 sniper rifle. The Model 700 Long Range rifle comes with a tactical stock made of solid urethane combined with aramid, graphite, and fiberglass. The barreled receiver is bedded with an aluminum block, and the heavy-contoured barrel is free-floated, providing excellent accuracy and minimal shift in zero caused by changes in the environment. The non-reflective stock and exterior metal blend in with a wide range of environments. The 2-position safety at the rear of the action is quick to operate with the thumb and can also be gripped with the forefinger and thumb and moved extra quietly to the fire position. The Remington Model 700 Long Range Bolt-Action Rifle comes drilled and tapped for scope mounts. An extra sling swivel stud on the fore-end provides an attachment point for a bipod.	
Purpose/Authorized Uses: This rifle is authorized for use by trained SWAT Sniper Team Operators. SWAT Sniper Team Operators may deploy this rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the rifle may include, but are not limited to: <ol style="list-style-type: none">1. Situations where the officer reasonably anticipates an armed encounter.2. When the officer is faced with a situation that may require accurate and effective fire at long range.3. Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.4. When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.5. When an officer reasonably believes that a suspect may be wearing body armor.6. When authorized or requested by a supervisor.	
Fiscal Impacts: The five rifles were initially purchased by the Daly City Police Department prior to 2005 for approximately \$5,000. In 2016, the Department had all five rifles rebuilt for approximately \$10,100 after exceeding their lifespan of 10,000 rounds. In 2020, the Department purchased five Leupold scopes for the rifles for approximately \$9,250. Basic maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for ammunition will vary.	
Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.	
Training Required: In addition to the Patrol Rifle Course and Basic SWAT Operator training, SWAT Snipers must successfully complete a CA POST certified Basic Sniper Course as well as regular SWAT Sniper training and qualifications as required by law and policy.	
Other Notes: The Daly City Police Department presently employs five trained and qualified SWAT Snipers who are authorized to use this rifle.	

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Military Equipment

Equipment Type: Breaching apparatuses explosive in nature - CA Gov't Code §7070(c)(7)	
Quantity Owned/Sought: 2 owned	Lifespan: Approximately 15 years
Equipment Capabilities: The Royal Arms Breaching Shotgun is capable of firing 12-gauge shotgun ammunition. It is a compact and modified version of the Remington 870 platform designed for breaching purposes. It is specifically intended to fire frangible compressed copper slugs to breach doorway locking mechanisms while minimizing overpenetration or risk of injury to persons in close proximity to the doorway or lock.	
Manufacturer Product Description: Royal Arms Breaching Shotgun starts out with the tried-and-true Remington 870 Police Model 12 Ga Shotgun as its base. We then completely modify it with our custom CNC machined parts to be the ultimate Breaching Shotgun. Royal Arms invented the Breachers and Breaching shotguns, why settle for an imitation or knock off when you can buy the best American Made Breaching Shotgun for all Tactical Operators and discerning individuals.	
Royal Arms Tesar-2 Black Cap Slugs: 425 grain compressed copper slug, frangible.	
Slug Material: Copper powder. Velocity: 1,525 feet per second. Use: For metal doors, locks, and hinges. Defeats: Heavy locks, dead-bolts and hinges (solid oak – steel doors).	
Purpose/Authorized Uses: The breaching shotguns are intended for use as a breaching option during tactical entry into a dwelling or other enclosed space when other breaching options have failed, or when authorized by a supervisor.	
Fiscal Impacts: The initial cost of the two Royal Arms Breaching Shotguns were approximately \$2,300. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for breaching munitions will vary.	
Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.	
Training Required: Officers must complete a CA POST certified Tactical Breacher Course as well as ongoing Department SWAT Training.	
Other Notes: None.	

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Military Equipment

Equipment Type: 40mm Launchers and Kinetic Energy Munitions - CA Gov't Code §7070(c)(14)	
Quantity Owned/Sought: 5 owned	Lifespan: Approximately 15 years
Equipment Capabilities: The Defense Technology 40mm LMT is a single-shot launcher capable of firing 40mm kinetic energy munitions, also commonly referred to as specialty impact munitions (SIM), which are less-lethal projectiles. The 40mm launcher is also capable of firing 40mm chemical agent munitions, commonly referred to as "tear gas" or CS gas. Refer to "Tear Gas and Chemical Agents" page for further details on these munitions. The Daly City Department has outfitted the launchers with Trijicon optics for aiming and targeting purposes.	
Manufacturer Product Description: Defense Tech 40mm LMT Single Launcher: Manufactured exclusively for Defense Technology®, the 40LMTS is a tactical single shot launcher that features an expandable ROGERS Super Stoc and an adjustable Integrated Front Grip (IFG) with light rail. The ambidextrous Lateral Sling Mount (LSM) and QD mounting systems allow both a single and two-point sling attachment. The 40LMTS will fire standard 40mm less lethal ammunition, up to 4.8 inches in cartridge length. The Picatinny Rail Mounting System will accept a wide array of enhanced optics/sighting systems. Defense Tech Exact Impact 40mm Standard Range Sponge Round: The eXact iMpaCt™ 40 mm Sponge Round is a point-of-aim, point-of-impact direct-fire round. This lightweight, high-speed projectile consists of a plastic body and sponge nose that is spin stabilized via the incorporated rifling collar and the 40 mm launcher's rifled barrel. The round utilizes smokeless powder as the propellant, and, therefore, have velocities that are extremely consistent. Used for Crowd Control, Patrol, and Tactical Applications.	
Purpose/Authorized Uses: The 40mm Launchers, kinetic energy munitions, and chemical agent munitions are intended for use as a less-lethal force response option.	
Fiscal Impacts: The initial cost of the 40mm launchers and optics was approximately \$8,200. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for munitions will vary.	
Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.	
Training Required: Officers must complete a department 40mm course as well as regular training and qualifications as required by law and policy. Chemical agent munitions for the 40mm launcher are only authorized for use by Department SWAT team members and Crowd Control Unit personnel after completion of Department training by CA POST certified Chemical Agent Instructors.	
Other Notes: The Daly City Police Department presently employs four trained and qualified Chemical Agent Instructors who are authorized to train SWAT Team members and Crowd Control Unit personnel on the use of chemical agent munitions with the 40mm launcher.	

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Equipment Type: Less Lethal Shotguns and Kinetic Energy Munitions - CA Gov't Code §7070(c)(14)	
Quantity Owned/Sought: 39 owned	Lifespan: Approximately 15 years
Equipment Capabilities: The Remington 870 Police Magnum is capable of firing 12-gauge shotgun ammunition. These shotguns were previously in service at the Daly City Police Department as lethal force options but were converted into less-lethal shotguns using Hogue 870 conversion kits. All Remington 870 shotguns currently owned by the Department are less-lethal shotguns, 37 of which are used to deploy bean bag rounds only. The bean bag shotgun is capable of firing 12-gauge kinetic energy munitions, which are less-lethal projectiles. Specifically, the kinetic energy munitions used in these shotguns are drag stabilized bean bags that are propelled out of a 12-gauge cartridge. Two of the less-lethal shotguns have been equipped with a launching apparatus on the muzzle that enables certain less-lethal chemical agents to be deployed from the shotgun, described elsewhere under "Tear Gas and Chemical Agents."	
Manufacturer Product Description: The Remington Model 870 Police Magnum is a pump-action 12-gauge shotgun. Featuring an ultra-durable parkerized matte finish, synthetic stocks, 18-inch barrel with front sight and a 4-round magazine. Hogue 870 Conversion Kit: Hogue rubber grips are molded from durable synthetic rubber that is neither spongy nor tacky yet provides a soft recoil absorbing feel without affecting accuracy. This modern rubber requires a completely different molding process than ordinary neoprene, resulting in a superior grip. The flexibility of our materials and molding process has allowed us to produce rubber grips with features that outperform all other makes. Safariland Drag Stabilized Bean Bag: The Drag Stabilized™ 12-Gauge Round is a translucent 12-Gauge shell loaded with a 40-Gram tear shaped bag made from a cotton and ballistic material blend and filled with #9 shot. This design utilizes four stabilizing tails and utilizes smokeless powder as the propellant. The 12-Gauge Drag Stabilized Round has secured its place as the Law Enforcement Communities' number one choice for specialty impact munitions. This round has a velocity of 270 fps with a maximum effective range of 75 feet.	
Purpose/Authorized Uses: The bean bag shotguns and kinetic energy munitions are intended for use as a less-lethal force response option.	
Fiscal Impacts: The initial cost of the Remington 870 Police Magnum shotguns were approximately \$15,600. The cost to convert them to less-lethal bean bag shotguns was approximately \$3,120. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for munitions will vary.	
Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.	
Training Required: Officers must complete a Department Less-lethal Shotgun course as well as regular training and qualifications as required by law and policy. Launchable chemical agent grenades for the less-lethal shotguns outfitted with the appropriate launching apparatus are only authorized for use by Department SWAT team members and Crowd Control Unit personnel after completion of Department training by CA POST certified Chemical Agent Instructors.	
Other Notes: The Daly City Police Department presently employs four trained and qualified Chemical Agent Instructors who are authorized to train SWAT Team members and Crowd Control Unit personnel on the use of chemical agent munitions with the less lethal shotgun.	

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Military Equipment

Equipment Type: "Tear Gas" and Chemical Agents - CA Gov't Code §7070(c)(12)	
Quantity Owned/Sought: 154 owned	Lifespan: Varies on weather and storage conditions
<p>Equipment Capabilities: Chemical agents, sometimes referred to as "tear gas" or riot control agents, are less-lethal chemical compounds that temporarily induce discomfort to an individual in the form of one or more of the following: Irritation to the skin, eyes, mouth, throat, and lungs. The goal of which is to gain compliance, dispersal, or direct the movement of one or more individuals.</p> <p>The Daly City Police Department owns multiple types of chemical agents in various forms, totaling 154 individual units at present. The units are expendable items; therefore, the quantities will vary. Each chemical agent type has different capabilities. The types and manufacturers are as follows:</p> <ul style="list-style-type: none">• Defense Technologies Spede-Heat CS gas grenade, 81.2g, 20-40 second burn time• Defense Technologies Flameless Tri-Chamber CS gas grenade, 20.0g, 20-30 second burn time• Combined Tactical Systems Indoor Baffled CS gas grenade, 25.0g, 20-40 second burn time, launchable through outfitted less-lethal shotgun apparatus, requires specific blank 12 gauge launching cartridge manufactured by Combined Tactical Systems• Defense Technologies 40mm Liquid Ferret Round, liquid CS projectile dispersed upon impact, 8.0g, launchable through 40mm launcher• Defense Technologies Pocket Tactical CS gas grenade, 20.0g, 20-40 second burn time• Defense Technologies Maximum Smoke HC (Hexachloroethane) grenade, smoke screen, 1 ½ -2 minute burn time• Defense Technologies Triple-Chaser, CS gas canister, 90.7g, 20-30 second burn time	
<p>Manufacturer Product Description:</p> <p>Defense Tech Spede-Heat CS Grenade: The Spede-Heat™ CS Grenade is a high volume, continuous burn it expels its payload in approximately 20-40 seconds. The payload is discharged through four gas ports on top of the canister, three on the side and one on the bottom. This launchable grenade is 6.12 in. by 2.62 in. and holds approximately 2.9 oz. of active agent.</p> <p>Defense Tech Flameless Tri-Chamber CS Grenade: The design of the Tri-Chamber Flameless CS Grenade allows the contents to burn within an internal can and disperse the agent safely with reduced risk of fire. The grenade is designed primarily for indoor tactical situations to detect and/or dislodge a barricaded subject. This grenade will deliver approximately .70 oz. of agent during its 20-25 seconds burn time. The Tri-Chamber Flameless Grenade can be used in crowd control as well as tactical deployment situations by Law Enforcement and Corrections but was designed with the barricade situation in mind. Its applications in tactical situations are primarily to detect and/or dislodge barricaded subjects. The purpose of the Tri-Chamber Flameless Grenade is to minimize the risks to all parties through pain compliance, temporary discomfort, and/or incapacitation of potentially violent or dangerous subjects. The Tri-Chamber Flameless Grenade provides the option of delivering a pyrotechnic chemical device indoors, maximizing the chemicals' effectiveness via heat and</p>	

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vaporization, while minimizing or negating the chance of fire to the structure. The Tri-Chamber Flameless Grenade is NOT to be launched utilizing a launching cup.

Combined Tactical Systems Indoor Baffled CS Grenade: Pyrotechnic grenade designed for indoor use delivering a maximum amount of irritant smoke throughout multiple rooms with minimal risk of fire.

Combined Tactical Systems 12 gauge Launching Cartridge: The Model 2600 Launching Cartridge is a 12-gauge cartridge much shorter than standard full-sized 12-gauge cartridges. Therefore, to prevent weapon malfunctions, each cartridge must be manually loaded into the chamber for each shot. Effective range is dependent on the launching cup, launcher, and weight of munitions being launched. The baseline for performance of a Model 2600 Launching Cartridge is that it will launch a Model 9230 CS Grenade a minimum of 100 yards (91M), with cylinder bore and 18" bbl.

Defense Technologies 40mm Liquid Ferret Round: The Ferret® 40mm Round is non-burning and suitable for indoor use. Used primarily by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard and thin plywood. Upon impacting the barrier, the nose cone ruptures and instantaneously delivers a small chemical payload inside of a structure or vehicle. In a tactical deployment situation, the 40mm Ferret is primarily used to dislodge barricaded subjects from confined areas. Its purpose is to minimize the risks to all parties through pain compliance, temporary discomfort and/or incapacitation of potentially violent or dangerous subjects.

Defense Technologies Pocket Tactical CS Gas Grenade: The Pocket Tactical CS Grenade is small, and lightweight. The 0.9 oz. of active agent will burn approximately 20-40 seconds. At 4.75 in. by 1.4 inches in size, it easily fits in most tactical pouches. This is a launchable grenade; however, it is normally used as a signaling or covering device. Though this device is slightly over four inches in length, it produces a smoke cloud so fast it appears to be an enveloping screen produced by a full-size tactical grenade.

Defense Technologies Maximum Smoke HC Grenade: The Maximum Smoke Grenade is designed specifically for outdoor use in crowd control situations with a high-volume continuous burn that expels its payload in approximately 30-40 seconds through four gas ports located on the top of the canister. This grenade can be used to conceal tactical movement or to route a crowd. The volume of smoke and agent is vast and obtrusive. This launchable colored smoke grenade is 6.0 in. by 2.35 in. and holds approximately 2.9 oz. of active agent.

Defense Technologies Triple-Chaser CS Gas Canister: The Triple-Chaser® CS consists of three separate canisters pressed together with separating charges between each. When deployed, the canisters separate and land approximately 20 feet apart allowing increased area coverage in a short period of time. This grenade can be hand thrown or launched from a fired delivery system. The grenade is 6.5 in. by 2.7 in. and holds an approximately 3.2 oz. of active agent payload. It has an approximate burn time of 20-30 seconds.

Purpose/Authorized Uses: Chemical agents are intended for use as a less-lethal force response option. They can be deployed by trained Department personnel for riot control purposes, during tactical operations involving barricaded suspects, or other situations where lesser means are reasonably believed to be ineffective or involve substantial more risk to Department personnel.

Fiscal Impacts: The ongoing cost of chemical agents will vary. The cost of the Department's present inventory of chemical agents was approximately \$8,360. There are no associated

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maintenance costs.	
Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force.	
Training Required: Officers must be assigned to the Department SWAT Team or Crowd Control Unit, having completed the required training course(s) associated with that position. SWAT Team officers or Crowd Control Unit officers will complete Department chemical agents training from a certified Department Chemical Agents Instructor as well as attend regular training and qualifications as required by law and policy.	
Other Notes: The Daly City Police Department presently employs four trained and qualified Chemical Agent Instructors who are authorized to train SWAT Team members and Crowd Control Unit personnel on the use of chemical agents.	

Equipment Type: "Flashbang Grenades" - CA Gov't Code §7070(c)(12)	
Quantity Owned/Sought: 47 owned	Lifespan: Varies on weather and storage conditions
Equipment Capabilities: The flashbang, sometimes referred to as "stun grenade," is a diversionary device that delivers a bright flash and loud explosive-type noise when deployed. This is a non-lethal handheld grenade that does not fragment or produce any shrapnel.	
Manufacturer Product Description: Defense Technologies Low Roll 4-gram Distraction Device: The reloadable distraction device unit incorporates a model 7007 type fuse with hex design gun steel body. This is a compact version of the 8933 Low Roll® body Distraction Device and is the newest version of the first reusable non-bursting canister that limits movement and rolling once deployed. The compact Distraction Device fits safely in your hand and packs all the power of the full-size Distraction Device. The 4-Gram Distraction Device® Reload produces a reduced light, and sound output ideal for when the full effects of the 12-gram charge are not desirable.	
Purpose/Authorized Uses: Diversionary devices are intended for use as a distraction option used during high-risk entries into a dwelling or similar structure by SWAT operators. They can be deployed by trained Department SWAT operators when authorized by the SWAT Commander or in the event of exigent circumstances.	
Fiscal Impacts: The ongoing cost of diversionary devices will vary. The cost of the Department's present inventory of diversionary devices was approximately \$2,820.	
Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force.	
Training Required: Officers must be assigned to the Department SWAT Team, having completed a CA POST Basic SWAT Course. SWAT Team officers participate in regular Department SWAT training incorporating the use of the diversionary devices into trainings.	
Other Notes: None.	

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Exhibit "A"

Military Equipment Inventory

Equipment Owned and Utilized by Colma Police Department

Equipment Type: Semiautomatic Patrol Rifles and Projectiles - CA Gov't Code §7070(c)(10)	
Quantity Owned/Sought: 10 owned	Lifespan: Approximately 15 years or 20,000 rounds
Equipment Capabilities: The Colt M4 Carbine (AR-15) semi-automatic rifle fires 5.56 x 45mm (.223 caliber) ammunition and is capable of firing at greater distances and with greater accuracy than Department issued pistols.	
Manufacturer Product Description: Colt M4 Carbine (AR-15): Built for the demanding use of those who protect our communities every day, the Colt M4 Carbine Patrol Rifle is the next evolution in the world's most dependable, thoroughly field-tested patrol rifle. It is a lightweight, magazine-fed, gas-operated semi-automatic rifle. It is the semi-automatic version of the M16 rifle sold for the civilian and law enforcement markets in the United States. The Colt M4 Carbine Patrol Rifle reestablishes the Colt AR-15® as the finest tool for local, regional, and national law enforcement agencies. .	
Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed.	
Fiscal Impacts: The cost of the rifles, magazines, optics, slings, and accessories was approximately \$22,000. The rifles and associated equipment/accessories have been purchased in batches at different times and for different costs as needed to replace damaged/outdated equipment.	
Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Colma Police Department Policies on Use of Force and Firearms.	
Training Required: Officers must successfully complete a CA POST certified 24-hour patrol rifle course as well as annual Department firearms training and qualifications as required by law and policy.	
Other Notes: These rifles are standard issue service weapons for our officers and therefore exempt from this Military Equipment Use Policy per CA Gov't Code §7070 (c)(10). They have been included in this document in an abundance of caution and in the interest of transparency.	
Equipment Type: 40mm Launchers and Kinetic Energy Munitions - CA Gov't Code §7070(c)(14)	
Quantity Owned/Sought: 2 owned	Lifespan: Approximately 15 years

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Equipment Capabilities: The Defense Technology 40mm LMT is a single-shot launcher capable of firing 40mm kinetic energy munitions, also commonly referred to as specialty impact munitions (SIM), which are less-lethal projectiles. The Colma Police Department does not utilize the device to insert chemical agents.	
Manufacturer Product Description: Defense Tech 40mm LMT Single Launcher: Manufactured exclusively for Defense Technology®, the 40LMTS is a tactical single shot launcher that features an expandable ROGERS Super Stoc and an adjustable Integrated Front Grip (IFG) with light rail. The ambidextrous Lateral Sling Mount (LSM) and QD mounting systems allow both a single and two-point sling attachment. The 40LMTS will fire standard 40mm less lethal ammunition, up to 4.8 inches in cartridge length. The Picatinny Rail Mounting System will accept a wide array of enhanced optics/sighting systems. Defense Tech Exact Impact 40mm Standard Range Sponge Round: The eXact iMpacT™ 40 mm Sponge Round is a point-of-aim, point-of-impact direct-fire round. This lightweight, high-speed projectile consists of a plastic body and sponge nose that is spin stabilized via the incorporated rifling collar and the 40 mm launcher's rifled barrel. The round utilizes smokeless powder as the propellant, and, therefore, have velocities that are extremely consistent. Used for Crowd Control, Patrol, and Tactical Applications.	
Purpose/Authorized Uses: The 40mm Launchers, kinetic energy munitions, are intended for use as a less-lethal force response option.	
Fiscal Impacts: The initial cost of the 40mm launchers and optics was approximately \$3,280. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for munitions will vary.	
Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Colma Police Department Policies on Use of Force and Firearms.	
Training Required: Officers must complete a department 40mm course as well as regular training and qualifications as required by law and policy.	
Equipment Type: OC Pepper Ball Launcher and Ammunition - CA Gov't Code §7070(c)(12)	
Quantity Owned/Sought: 2 owned	Lifespan: Approximately 15 years

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Manufacturer Product Description: The Variable Kinetic System is a multi-payload, long-range, semi-automatic launcher with adjustable kinetics. Because it mirrors the AR-15 platform, many departments find that it's easy to adopt and integrate this less lethal platform into their arsenal of resources. Weight: 6.2lbs/2.8kg Caliber: .68 Length: 31"/78cm Height: 13"/33cm Action: Semi-auto Power: HPA Capacity: 10/15/180* Kinetic Impact: 7.3-20.6ft lb/10-28J.

Features: Solid Reinforced Construction • Round and VXR™ Projectile Compatible Magazine • Feeds 20+ Projectiles Per Second with EL-2™ Hopper • No Recoil • Flip Safety Switch • SplitShot™ Compatible • MIL-STD-1913 Rail Platform • Maximum Range of 150ft

Dual Feed System: The dual feed allows the user to quickly switch between "Hopper Mode" and "Magazine Mode" during an operation for optimum versatility. Dual Air System: Choose between the HPA butt-stock 13ci tank or remote airline to tank of choice.

Ammunition: LIVE, The basic PepperBall® projectile, it contains 2% PAVA, and is excellent for direct impact and area saturation, especially in confined, interior spaces. LIVE – X, Our most potent and powerful concentration of PAVA pepper powder. One round of LIVE-X™ contains the equivalent PAVA irritant chemical agent in 10 regular PepperBall® LIVE™ rounds.

Purpose/Authorized Uses: OC Pepper Ball applications are intended for use as a less-lethal force response option. They can be deployed by trained Department personnel for purposes and situations where lesser means are reasonably believed to be ineffective or involve substantial more risk to Department personnel.

Fiscal Impacts: The cost of the system was approximately \$3100. There are no associated maintenance costs.

Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Colma Police Department Policies on Use of Force.

Training Required: Officers must complete a department course as well as regular training and qualifications as required by law and policy.

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**Equipment Owned and Utilized by Daly City Police Department's
Regional SWAT Team**

Equipment Type: Unmanned Aircraft Systems (UAS/Drones) – CA Gov't Code §7070(c)(1)	
Quantity Owned/Sought: 2 owned	Lifespan: Approximately 5 years
Equipment Capabilities: Remotely piloted aerial vehicles capable of providing live and recorded video images captured from aerial positions, including images enhanced by optical zoom lenses.	
<p>Manufacturer Product Description: DJI Phantom 4 Pro V2: Featuring a 1-inch CMOS sensor that can shoot 4K/60fps videos and 20MP photos, the Phantom 4 Pro V2.0 grants filmmakers absolute creative freedom. The OcuSync 2.0 HD transmission system ensures stable connectivity and reliability, five directions of obstacle sensing ensure additional safety, and a dedicated remote controller with a built-in screen grants even greater precision and control.^[1] A wide array of intelligent features makes flying that much easier. The Phantom 4 Pro V2.0 is a complete aerial imaging solution, designed for the professional creator.</p> <p>The onboard camera features a 1-inch 20MP CMOS sensor and a mechanical shutter, eliminating rolling shutter distortion. An advanced sensor and impressive processing capture every detail and provide the image data needed for advanced post-production.</p> <p>The Phantom 4 Pro V2.0 camera has an optimized f/2.8 wide-angle lens, ensuring consistently detailed photos and videos that remain vivid and sharp while maintaining color accuracy.</p>	
Purpose/Authorized Uses: UAS/Drones may be utilized to enhance the Department's mission of protecting lives and property when other means and resources are not available or are less effective. Current uses for the UAS/Drones include traffic collision investigations and/or urgent community safety needs.	
Fiscal Impacts: The initial costs of equipment, licensing, software and training was approximately \$17,830. Ongoing costs associated with UAS operation and maintenance is estimated to be approximately \$300 per year.	
Legal/Procedural Rules Governing Use: Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations. The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.	
Training Required: Prior to piloting any UAS/Drone, staff members must secure an FAA Remote Pilot License and complete all training required by the FAA.	
Other Notes: None.	

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Equipment Type: Unmanned, remotely piloted, powered ground vehicles - CA Gov't Code §7070(c)(1)	
Quantity Owned/Sought: 1 owned	Lifespan: Approximately 7-10 years
Equipment Capabilities: The Robotex Avatar II is a small robotic vehicle capable of being remotely navigated through a variety of environments to provide scene information and intelligence in the form of video and still images transmitted to the user.	
Manufacturer Product Description: The Avatar® II is a compact, lightweight robotic platform that is part of the RoboteX Avatar® Series. Designed from the ground up for portability, expandability, and ease-of-use, the Avatar® II serves as a useful tool for a variety of users. The Avatar® II can be customized with a variety of plug-and-play accessories. These accessories facilitate use of the robot in a variety of scenarios, including CBRNE, EOD, and personal security settings. Visit www.robotex.com/build-a-robot or contact your Account Manager for more information.	
Purpose/Authorized Uses: To enhance the safety of potentially dangerous situations by providing first responders with the ability to capture video and still images of hazardous areas prior to, or in lieu of, sending in personnel.	
Fiscal Impacts: The initial cost of this equipment was approximately \$12,500. There are no ongoing costs associated with its operation and maintenance.	
Legal/Procedural Rules Governing Use: The use of unmanned, remotely piloted, powered ground vehicles potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to all applicable privacy laws and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure).	
Training Required: The Daly City Police Department SWAT Team provides internal training for officers before they are permitted to pilot this robotic vehicle.	
Other Notes: None.	
Equipment Type:	
Quantity Owned/Sought: 1 possessed, but not owned	Lifespan: Varies on usage
Equipment Capabilities: The Lenco Bearcat G1 is a tactical armored vehicle capable of transporting 8-10 officers and equipment during tactical and recovery operations, offering ballistic protection and other features to enhance the safety of involved personnel during potential high-risk tactical and recovery operations.	

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Manufacturer Product Description: The Lenco BearCat G1 is the standard tactical armored vehicle for special operations units within the US Law Enforcement community. Since the early 2000s, agencies such as LAPD, LASD SEB, NYPD ESU, Boston PD and hundreds of Federal, State and Local Law Enforcement agencies have made the BearCat G1 part of their standard operating procedure. The G1 has excellent on-road driving characteristics and maneuverability in tight urban settings. The large floor plan seats 8 – 10 fully equipped officers with a long list of tactical features only found on the Lenco BearCat line of armored SWAT vehicles.

Purpose/Authorized Uses: To enhance the safety and tactical advantage of officers and support personnel during potentially dangerous situations or high-risk tactical operations.

Fiscal Impacts: The Lenco Bearcat G1 is owned and maintained by San Mateo County Office of Emergency Service. It was not purchased or funded by the Daly City Police Department, however it is stored and used primarily by officers of the Daly City Police Department. The only ongoing costs incurred by the Daly City Police Department are for fuel, which varies depending on usage.

Legal/Procedural Rules Governing Use: The Daly City Police Department recognizes the use of armored vehicles during law enforcement operations can potentially startle members of the general public or create a sense of fear amongst the community. As such, the use of the armored vehicle is limited to SWAT Team operations or other law-enforcement responses or events that are considered high-risk. Special consideration is given in analyzing the risk factors associated with the intended operation or event with the need for the added protection offered by the armored vehicle. During specific community events, the armored vehicle can be used as a static display when appropriate and when authorized by the SWAT Commander. Drivers shall adhere to all applicable State and Local laws governing emergency vehicle use.

Training Required: The Daly City Police Department SWAT Team provides internal training for officers before they are permitted to drive this armored vehicle.

Other Notes: None.

Equipment Type: Semiautomatic Patrol Rifles and Ammunition - CA Gov't Code §7070(c)(10)

Quantity Owned/Sought: 60 owned

Lifespan: Approximately 15 years or 20,000 rounds

Equipment Capabilities: The Colt M4 Carbine (AR-15) semi-automatic rifle fires 5.56 x 45mm (.223 caliber) ammunition and is capable of firing at greater distances and with greater accuracy than Department issued pistols.

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Manufacturer Product Description: Colt M4 Carbine (AR-15): Built for the demanding use of those who protect our communities every day, the Colt M4 Carbine Patrol Rifle is the next evolution in the world's most dependable, thoroughly field-tested patrol rifle. It is a lightweight, magazine-fed, gas-operated semi-automatic rifle. It is the semi-automatic version of the M16 rifle sold for the civilian and law enforcement markets in the United States. The Colt M4 Carbine Patrol Rifle reestablishes the Colt AR-15® as the finest tool for local, regional, and national law enforcement agencies.

Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to:

1. Situations where the officer reasonably anticipates an armed encounter.
2. When an officer is faced with a situation that may require accurate and effective fire at distances beyond the effective range of a duty pistol.
3. Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.
4. When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.
5. When an officer reasonably believes that a suspect may be wearing body armor.
6. When authorized or requested by a supervisor.

Fiscal Impacts: The cost of the rifles, magazines, optics, slings, and accessories was approximately \$132,000. The rifles and associated equipment/accessories have been purchased in batches at different times and for different costs as needed to replace damaged/outdated equipment. This figure is an approximate total cost for patrol rifles and associated equipment currently possessed by the Daly City Police Department. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for ammunition will vary.

Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.

Training Required: Officers must successfully complete a CA POST certified 24-hour patrol rifle course as well as annual Department firearms training and qualifications as required by law and policy.

Other Notes: These rifles are standard issue service weapons for our officers and therefore exempt from this Military Equipment Use Policy per CA Gov't Code §7070 (c)(10). They have been included in this document in an abundance of caution and in the interest of transparency.

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Military Equipment

Equipment Type: Bolt-Action Sniper Rifles and Ammunition - CA Gov't Code §7070(c)(10)	
Quantity Owned/Sought: 5 owned	Lifespan: Approximately 15 years or 10,000 Rounds
Equipment Capabilities: The Remington 700 Sniper Rifle is a bolt-action, precision-fire weapon system that fires 7.62 x 51mm (.308 caliber) ammunition. It is capable of firing at greater distances and with great accuracy than Department issued patrol rifles. The five rifles owned by the Department are outfitted with high-powered adjustable magnification optics for observation and targeting.	
Manufacturer Product Description: Remington Model 700: The Remington® Model 700® Bolt-Action Rifle is enhanced to hit targets at long ranges. At the heart of this specialized long-range rifle is the famous Model 700 action that has been proven for reliability and precision accuracy in combat with the U.S. Army's M24 sniper rifle. The Model 700 Long Range rifle comes with a tactical stock made of solid urethane combined with aramid, graphite, and fiberglass. The barreled receiver is bedded with an aluminum block, and the heavy-contoured barrel is free-floated, providing excellent accuracy and minimal shift in zero caused by changes in the environment. The non-reflective stock and exterior metal blend in with a wide range of environments. The 2-position safety at the rear of the action is quick to operate with the thumb and can also be gripped with the forefinger and thumb and moved extra quietly to the fire position. The Remington Model 700 Long Range Bolt-Action Rifle comes drilled and tapped for scope mounts. An extra sling swivel stud on the fore-end provides an attachment point for a bipod.	
<p>Purpose/Authorized Uses: This rifle is authorized for use by trained SWAT Sniper Team Operators. SWAT Sniper Team Operators may deploy this rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the rifle may include, but are not limited to:</p> <ol style="list-style-type: none"> 1. Situations where the officer reasonably anticipates an armed encounter. 2. When an officer is faced with a situation that may require accurate and effective fire at long range. 3. Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. 4. When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. 5. When an officer reasonably believes that a suspect may be wearing body armor. 6. When authorized or requested by a supervisor. 	
Fiscal Impacts: The five rifles were initially purchased by the Daly City Police Department prior to 2005 for approximately \$5,000. In 2016, the Department had all five rifles rebuilt for approximately \$10,100 after exceeding their lifespan of 10,000 rounds. In 2020, the Department purchased five Leupold scopes for the rifles for approximately \$9,250. Basic maintenance is conducted by trained and authorized Departmental staff. The ongoing cost for ammunition will vary.	

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Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.

Training Required: In addition to the Patrol Rifle Course and Basic SWAT Operator training, SWAT Snipers must successfully complete a CA POST certified Basic Sniper Course as well as regular SWAT Sniper training and qualifications as required by law and policy.

Other Notes: The Daly City Police Department presently employs five trained and qualified SWAT Snipers who are authorized to use this rifle.

Equipment Type: Breaching apparatuses explosive in nature - CA Gov't Code §7070(c)(7)

Quantity Owned/Sought: 2 owned

Lifespan: Approximately 15 years

Equipment Capabilities: The Royal Arms Breaching Shotgun is capable of firing 12-gauge shotgun ammunition. It is a compact and modified version of the Remington 870 platform designed for breaching purposes. It is specifically intended to fire frangible compressed copper slugs to breach doorway locking mechanisms while minimizing overpenetration or risk of injury to persons in close proximity to the doorway or lock.

Manufacturer Product Description: Royal Arms Breaching Shotgun starts out with the tried-and-true Remington 870 Police Model 12 Ga Shotgun as its base. We then completely modify it with our custom CNC machined parts to be the ultimate Breaching Shotgun. Royal Arms invented the Breachers and Breaching shotguns, why settle for an imitation or knock off when you can buy the best American Made Breaching Shotgun for all Tactical Operators and discerning individuals.

Royal Arms Tesar-2 Black Cap Slugs: 425 grain compressed copper slug, frangible.

Slug Material: Copper powder. Velocity: 1,525 feet per second. Use: For metal doors, locks, and hinges. Defeats: Heavy locks, dead-bolts and hinges (solid oak – steel doors).

Purpose/Authorized Uses: The breaching shotguns are intended for use as a breaching option during tactical entry into a dwelling or other enclosed space when other breaching options have failed, or when authorized by a supervisor.

Fiscal Impacts: The initial cost of the two Royal Arms Breaching Shotguns were approximately \$2,300. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for breaching munitions will vary.

Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.

Training Required: Officers must complete a CA POST certified Tactical Breacher Course as well as ongoing Department SWAT Training.

Other Notes: None.

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Equipment Type: 40mm Launchers and Kinetic Energy Munitions - CA Gov't Code §7070(c)(14)	
Quantity Owned/Sought: 5 owned	Lifespan: Approximately 15 years
Equipment Capabilities: The Defense Technology 40mm LMT is a single-shot launcher capable of firing 40mm kinetic energy munitions, also commonly referred to as specialty impact munitions (SIM), which are less-lethal projectiles. The 40mm launcher is also capable of firing 40mm chemical agent munitions, commonly referred to as "tear gas" or CS gas. Refer to "Tear Gas and Chemical Agents" page for further details on these munitions. The Daly City Department has outfitted the launchers with Trijicon optics for aiming and targeting purposes.	
Manufacturer Product Description: Defense Tech 40mm LMT Single Launcher: Manufactured exclusively for Defense Technology®, the 40LMTS is a tactical single shot launcher that features an expandable ROGERS Super Stoc and an adjustable Integrated Front Grip (IFG) with light rail. The ambidextrous Lateral Sling Mount (LSM) and QD mounting systems allow both a single and two-point sling attachment. The 40LMTS will fire standard 40mm less lethal ammunition, up to 4.8 inches in cartridge length. The Picatinny Rail Mounting System will accept a wide array of enhanced optics/sighting systems. Defense Tech Exact Impact 40mm Standard Range Sponge Round: The eXact iMpacT 40 mm Sponge Round is a point-of-aim, point-of-impact direct-fire round. This lightweight, high- speed projectile consists of a plastic body and sponge nose that is spin stabilized via the incorporated rifling collar and the 40 mm launcher's rifled barrel. The round utilizes smokeless powder as the propellant, and, therefore, have velocities that are extremely consistent. Used for Crowd Control, Patrol, and Tactical Applications.	
Purpose/Authorized Uses: The 40mm Launchers, kinetic energy munitions, and chemical agent munitions are intended for use as a less-lethal force response option.	
Fiscal Impacts: The initial cost of the 40mm launchers and optics was approximately \$8,200. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for munitions will vary.	
Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.	
Training Required: Officers must complete a department 40mm course as well as regular training and qualifications as required by law and policy. Chemical agent munitions for the 40mm launcher are only authorized for use by Department SWAT team members and Crowd Control Unit personnel after completion of Department training by CA POST certified Chemical Agent Instructors.	

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Other Notes: The Daly City Police Department presently employs four trained and qualified Chemical Agent Instructors who are authorized to train SWAT Team members and Crowd Control Unit personnel on the use of chemical agent munitions with the 40mm launcher.

Equipment Type: Less Lethal Shotguns and Kinetic Energy Munitions - CA Gov't Code §7070(c)(14)

Quantity Owned/Sought: 39 owned

Lifespan: Approximately 15 years

Equipment Capabilities: The Remington 870 Police Magnum is capable of firing 12-gauge shotgun ammunition. These shotguns were previously in service at the Daly City Police Department as lethal force options but were converted into less-lethal shotguns using Hogue 870 conversion kits. All Remington 870 shotguns currently owned by the Department are less-lethal shotguns, 37 of which are used to deploy bean bag rounds only. The bean bag shotgun is capable of firing 12-gauge kinetic energy munitions, which are less-lethal projectiles. Specifically, the kinetic energy munitions used in these shotguns are drag stabilized bean bags that are propelled out of a 12-gauge cartridge.

Two of the less-lethal shotguns have been equipped with a launching apparatus on the muzzle that enables certain less-lethal chemical agents to be deployed from the shotgun, described elsewhere under "Tear Gas and Chemical Agents."

Manufacturer Product Description: The Remington Model 870 Police Magnum is a pump- action 12-gauge shotgun. Featuring an ultra-durable parkerized matte finish, synthetic stocks, 18-inch barrel with front sight and a 4-round magazine.

Hogue 870 Conversion Kit: Hogue rubber grips are molded from durable synthetic rubber that is neither spongy nor tacky yet provides a soft recoil absorbing feel without affecting accuracy. This modern rubber requires a completely different molding process than ordinary neoprene, resulting in a superior grip. The flexibility of our materials and molding process has allowed us to produce rubber grips with features that outperform all other makes.

Safariland Drag Stabilized Bean Bag: The Drag Stabilized™ 12-Gauge Round is a translucent 12-Gauge shell loaded with a 40-Gram tear shaped bag made from a cotton and ballistic material blend and filled with #9 shot. This design utilizes four stabilizing tails and utilizes smokeless powder as the propellant. The 12-Gauge Drag Stabilized Round has secured its place as the Law Enforcement Communities' number one choice for specialty impact munitions. This round has a velocity of 270 fps with a maximum effective range of 75 feet.

Purpose/Authorized Uses: The bean bag shotguns and kinetic energy munitions are intended for use as a less-lethal force response option.

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Fiscal Impacts: The initial cost of the Remington 870 Police Magnum shotguns were approximately \$15,600. The cost to convert them to less-lethal bean bag shotguns was approximately \$3,120. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for munitions will vary.

Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.

Training Required: Officers must complete a Department Less-lethal Shotgun course as well as regular training and qualifications as required by law and policy. Launchable chemical agent grenades for the less-lethal shotguns outfitted with the appropriate launching apparatus are only authorized for use by Department SWAT team members and Crowd Control Unit personnel after completion of Department training by CA POST certified Chemical Agent Instructors.

Other Notes: The Daly City Police Department presently employs four trained and qualified Chemical Agent Instructors who are authorized to train SWAT Team members and Crowd Control Unit personnel on the use of chemical agent munitions with the less lethal shotgun.

Equipment Type: "Tear Gas" and Chemical Agents - CA Gov't Code §7070(c)(12)

Quantity Owned/Sought: 154 owned

Lifespan: Varies on weather and storage conditions

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Equipment Capabilities: Chemical agents, sometimes referred to as “tear gas” or riot control agents, are less-lethal chemical compounds that temporarily induce discomfort to an individual in the form of one or more of the following: Irritation to the skin, eyes, mouth, throat, and lungs. The goal of which is to gain compliance, dispersal, or direct the movement of one or more individuals.

The Daly City Police Department owns multiple types of chemical agents in various forms, totaling 154 individual units at present. The units are expendable items; therefore, the quantities will vary. Each chemical agent type has different capabilities. The types and manufacturers are as follows:

- Defense Technologies Spede-Heat CS gas grenade, 81.2g, 20-40 second burn time
- Defense Technologies Flameless Tri-Chamber CS gas grenade, 20.0g, 20-30 second burn time
- Combined Tactical Systems Indoor Baffled CS gas grenade, 25.0g, 20-40 second burn time, launchable through outfitted less-lethal shotgun apparatus, requires specific blank 12 gauge launching cartridge manufactured by Combined Tactical Systems
- Defense Technologies 40mm Liquid Ferret Round, liquid CS projectile dispersed upon impact, 8.0g, launchable through 40mm launcher
- Defense Technologies Pocket Tactical CS gas grenade, 20.0g, 20-40 second burn time
- Defense Technologies Maximum Smoke HC (Hexachloroethane) grenade, smoke screen, 1 ½ -2 minute burn time
- Defense Technologies Triple-Chaser, CS gas canister, 90.7g, 20-30 second burn time

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Manufacturer Product Description: Defense Tech Spede-Heat CS Grenade: The Spede-Heat™ CS Grenade is a high volume, continuous burn it expels its payload in approximately 20-40 seconds. The payload is discharged through four gas ports on top of the canister, three on the side and one on the bottom. This launchable grenade is 6.12 in. by 2.62 in. and holds approximately 2.9 oz. of active agent.

Defense Tech Flameless Tri-Chamber CS Grenade: The design of the Tri-Chamber Flameless CS Grenade allows the contents to burn within an internal can and disperses the agent safely with reduced risk of fire. The grenade is designed primarily for indoor tactical situations to detect and/or dislodge a barricaded subject. This grenade will deliver approximately .70 oz. of agent during its 20-25 seconds burn time. The Tri-Chamber Flameless Grenade can be used in crowd control as well as tactical deployment situations by Law Enforcement and Corrections but was designed with the barricade situation in mind. Its applications in tactical situations are primarily to detect and/or dislodge barricaded subjects. The purpose of the Tri-Chamber Flameless Grenade is to minimize the risks to all parties through pain compliance, temporary discomfort, and/or incapacitation of potentially violent or dangerous subjects. The Tri-Chamber Flameless Grenade provides the option of delivering a pyrotechnic chemical device indoors, maximizing the chemicals' effectiveness via heat and vaporization, while minimizing or negating the chance of fire to the structure. The Tri-Chamber Flameless Grenade is NOT to be launched utilizing a launching cup.

Combined Tactical Systems Indoor Baffled CS Grenade: Pyrotechnic grenade designed for indoor use delivering a maximum amount of irritant smoke throughout multiple rooms with minimal risk of fire.

Combined Tactical Systems 12 gauge Launching Cartridge: The Model 2600 Launching Cartridge is a 12-gauge cartridge much shorter than standard full-sized 12-gauge cartridges. Therefore, to prevent weapon malfunctions, each cartridge must be manually loaded into the chamber for each shot. Effective range is dependent on the launching cup, launcher, and weight of munitions being launched. The baseline for performance of a Model 2600 Launching Cartridge is that it will launch a Model 9230 CS Grenade a minimum of 100 yards (91M), with cylinder bore and 18" bbl.

Defense Technologies 40mm Liquid Ferret Round: The Ferret® 40mm Round is non-burning and suitable for indoor use. Used primarily by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard and thin plywood. Upon impacting the barrier, the nose cone ruptures and instantaneously delivers a small chemical payload inside of a structure or vehicle. In a tactical deployment situation, the 40mm Ferret is primarily used to dislodge barricaded subjects from confined areas. Its purpose is to minimize the risks to all parties through pain compliance, temporary discomfort and/or incapacitation of potentially violent or dangerous subjects.

Defense Technologies Pocket Tactical CS Gas Grenade: The Pocket Tactical CS Grenade is small, and lightweight. The 0.9 oz. of active agent will burn approximately 20-40 seconds. At 4.75 in. by 1.4 inches in size, it easily fits in most tactical pouches. This is a launchable grenade; however, it is normally used as a signaling or covering device. Though this device is slightly over four inches in length, it produces a smoke cloud so

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fast it appears to be an enveloping screen produced by a full-size tactical grenade.

Defense Technologies Maximum Smoke HC Grenade: The Maximum Smoke Grenade is designed specifically for outdoor use in crowd control situations with a high-volume continuous burn that expels its payload in approximately 30-40 seconds through four gas ports located on the top of the canister. This grenade can be used to conceal tactical movement or to route a crowd. The volume of smoke and agent is vast and obtrusive. This launchable colored smoke grenade is 6.0 in. by 2.35 in. and holds approximately 2.9 oz. of active agent.

Defense Technologies Triple-Chaser CS Gas Canister: The Triple-Chaser® CS consists of three separate canisters pressed together with separating charges between each. When deployed, the canisters separate and land approximately 20 feet apart allowing increased area coverage in a short period of time. This grenade can be hand thrown or launched from a fired delivery system. The grenade is 6.5 in. by 2.7 in. and holds an approximately 3.2 oz. of active agent payload. It has an approximate burn time of 20-30 seconds.

Purpose/Authorized Uses: Chemical agents are intended for use as a less-lethal force response option. They can be deployed by trained Department personnel for riot control purposes, during tactical operations involving barricaded suspects, or other situations where lesser means are reasonably believed to be ineffective or involve substantial more risk to Department personnel.

Fiscal Impacts: The ongoing cost of chemical agents will vary. The cost of the Department's present inventory of chemical agents was approximately \$8,360. There are no associated maintenance costs.

Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force.

Training Required: Officers must be assigned to the Department SWAT Team or Crowd Control Unit, having completed the required training course(s) associated with that position. SWAT Team officers or Crowd Control Unit officers will complete Department chemical agents training from a certified Department Chemical Agents Instructor as well as attend regular training and qualifications as required by law and policy.

Other Notes: The Daly City Police Department presently employs four trained and qualified Chemical Agent Instructors who are authorized to train SWAT Team members and Crowd Control Unit personnel on the use of chemical agents.

Equipment Type: "Flashbang Grenades" - CA Gov't Code §7070(c)(12)

Quantity Owned/Sought: 47 owned

Lifespan: Varies on weather and storage conditions

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Equipment Capabilities: The flashbang, sometimes referred to as “stun grenade,” is a diversionary device that delivers a bright flash and loud explosive-type noise when deployed. This is a non-lethal handheld grenade that does not fragment or produce any shrapnel.

Manufacturer Product Description: Defense Technologies Low Roll 4-gram Distraction Device: The reloadable distraction device unit incorporates a model 7007 type fuse with hex design gun steel body. This is a compact version of the 8933 Low Roll® body Distraction Device and is the newest version of the first reusable non-bursting canister that limits movement and rolling once deployed. The compact Distraction Device fits safely in your hand and packs all the power of the full-size Distraction Device. The 4-Gram Distraction Device® Reload produces a reduced light, and sound output ideal for when the full effects of the 12-gram charge are not desirable.

Purpose/Authorized Uses: Diversionary devices are intended for use as a distraction option used during high-risk entries into a dwelling or similar structure by SWAT operators. They can be deployed by trained Department SWAT operators when authorized by the SWAT Commander or in the event of exigent circumstances.

Fiscal Impacts: The ongoing cost of diversionary devices will vary. The cost of the Department’s present inventory of diversionary devices was approximately \$2,820.

Legal/Procedural Rules Governing Use: All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force.

Training Required: Officers must be assigned to the Department SWAT Team, having completed a CA POST Basic SWAT Course. SWAT Team officers participate in regular Department SWAT training incorporating the use of the diversionary devices into trainings.

Other Notes: None.

TOWN OF COLMA**2024 – Annual Military Equipment Report,
Prepared Pursuant to Government Code § 7072**

In accordance with Government Code section 7072, the Colma Police Department hereby submits for City Council review and approval the following annual military equipment report.

1. A summary of how the military equipment was used and the purpose of its use.

All military equipment owned by the Department, which is detailed in Exhibit A to the Department's Military Equipment Use Policy, was used exclusively for the purposes designated by that Policy. In general, those purposes include use of standard patrol rifles and projectiles; use of unmanned aircraft systems and ground vehicles for enhanced investigation and community safety; use of remote tactical armored vehicles for transporting officers and supporting personnel during high-risk tactical operations; use of specialized firearms to be used as precision weapons to address a threat with more precision and/or greater distances than a handgun, if present and feasible; use of a breaching shotgun during tactical entry into a dwelling or other enclosed space when other breaching options have failed or when required; use of noise flash diversionary devices to produce atmospheric over-pressure and brilliant white light and, as a result, can cause short-term (6 - 8 seconds) physiological/psychological sensory deprivation to give officers a tactical advantage; use of chemical agents and smoke canisters (by officers who are properly POST certified) to limit the escalation of conflict where employment of lethal force is prohibited or undesirable; use of projectile launch platforms and associated munitions to limit the escalation of conflict where employment of lethal force is prohibited or undesirable; and use of pepper ball launchers, beanbag rounds, and less lethal shotguns to limit conflict escalation and use of lethal force. In 2023, the equipment used by the Department was Category 1 of Exhibit A, "Rifles." All officers received standard quarterly qualifications and 5 officers were put through an in-house Patrol Rifle Course. To support further Department operations, 5 new Colt LE 6920-5.56mm patrol use rifles were added to the inventory this year and are reflected on the updated Exhibit A. Also utilized in 2023 seen in Exhibit A was the Armored Personnel Carrier (Lenco Bearcat). The Daly City SWAT Team utilized the Lenco Bear Cat while serving a high-risk search warrants for a crime involving violence and firearms.

On 02/08/2023, the Daly City SWAT Team served a high-risk search warrant in the City of Colma. The search warrant was related to an incident of gang violence involving a firearm, which previously occurred on Mission St. in Daly City. The Lenco Bearcat was successfully used for the transport of personnel

and ensured their safety while serving the search warrant.

2. A summary of any complaints or concerns received concerning the military equipment.

The Department did not receive any complaints or citizen outreach concerning the Department's Military Equipment Use Policy or ongoing use of said equipment.

3. The results of any internal audits, any information about violations of the military equipment use policy, and any actions taken in response.

There were no violations of the Policy, and accordingly, no audits or actions took place in response.

4. The total annual cost for each type of military equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the military equipment in the calendar year following submission of the annual military equipment report.

There was no cost for military equipment in the year 2023

5. The quantity possessed for each type of military equipment.

The quantity for each type of military equipment, is listed in Exhibit A to the Military Equipment Use Policy, available on the City's website and in person at the Department.

6. If the law enforcement agency intends to acquire additional military equipment in the next year, the quantity sought for each type of military equipment.

The Department does not presently have plans to purchase additional military equipment in 2024.



STAFF REPORT

TO: Mayor and Members of the City Council
FROM: Michelle Estabillo, City Clerk
VIA: Dan Barros, City Manager
MEETING DATE: June 26, 2024
SUBJECT: 2024 General Municipal Election

RECOMMENDATION

Staff recommends that the City Council adopt the following resolutions:

RESOLUTION CALLING AND GIVING NOTICE OF THE GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 5, 2024, FOR THE ELECTION OF THREE CITY COUNCIL MEMBERS, REQUESTING THE BOARD OF SUPERVISORS OF SAN MATEO COUNTY TO CONSOLIDATE SAID ELECTION WITH THE STATEWIDE GENERAL ELECTION OF SAME DATE PURSUANT TO ELECTIONS CODE SECTION 10403 AND RELATED MATTERS PURSUANT TO CEQA GUIDELINE 15378; and

RESOLUTION ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATE'S STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 5, 2024 PURSUANT TO CEQA GUIDELINE 15378.

EXECUTIVE SUMMARY

The terms of three Council Members expire this year and these three offices are subject to election. The City Council must adopt a resolution calling for and giving notice of the General Municipal Election to be conducted to fill the three offices. The General Municipal Election can be consolidated with the Statewide General Election to be held on Tuesday November 5, 2024. The Town can also request the San Mateo County Election Division to render services for the purposes of this General Municipal Election.

FISCAL IMPACT

The FY 2024-25 Proposed Budget contains \$18,000.00 for election activity.

BACKGROUND

The Town's General Municipal Election is regularly held on the same day as the Statewide General Election in November of even-numbered years. Council Members are elected for four-year terms in staggered elections, and three positions are open for election this year.

ANALYSIS

The proposed resolutions would:

1. Call and give notice of the General Municipal Election to elect three Council Members;
2. Request that the Board of Supervisors of San Mateo County agree to the consolidation of the General Municipal Election with the Statewide General Election to be held on Tuesday November 5, 2024;
3. Authorize the City Manager to enter into an agreement with the San Mateo County Chief Elections Officer to render election services; and
4. Establish regulations for the submittal of Candidate Statements.

The Town is required to publish or post notice of the election, including the time of election and the city offices to be filled, once, no later than July 15, 2024.

Council Adopted Values

The staff recommendation is consistent with the Council adopted values of:

- Vision: The calling of the General Municipal Election will continue to move the Town forward and ensure the Town has a five-member City Council to govern the Town.
- Responsibility: By consolidating the General Municipal Election with the Statewide General Election and requesting that San Mateo County provide services for the election, the Council is acting in a responsible manner to save and conserve Town resources.
- Honesty and Integrity: The adoption of the resolution will allow for the offices to be filled pursuant to an honest elections process.

Sustainability Impact

The adoption of these resolutions will consolidate the General Municipal Election with the Statewide General Election thereby saving Town money and resources. Further, requesting services from San Mateo County for the election will further reduce Town costs, staff time, and staff resources.

Alternatives

Staff is unable to identify an alternative to this recommendation because adopting the resolutions is a requirement of the elections process.

CONCLUSION

Staff recommends the Council adopt resolutions calling for a General Municipal Election on Tuesday, November 5, 2024 and establishing regulations for the submittal of Candidate Statements.

ATTACHMENTS

- A. Resolution – Calling the Election
- B. Resolution – Candidate Statement Regulations



**RESOLUTION NO. 2024 - ____
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION CALLING AND GIVING NOTICE OF THE GENERAL MUNICIPAL
ELECTION TO BE HELD ON NOVEMBER 5, 2024, FOR THE ELECTION OF THREE CITY
COUNCIL MEMBERS, REQUESTING THE BOARD OF SUPERVISORS OF SAN MATEO
COUNTY TO CONSOLIDATE SAID ELECTION WITH THE STATEWIDE GENERAL
ELECTION OF SAME DATE PURSUANT TO ELECTIONS CODE SECTION 10403 AND
RELATED MATTERS PURSUANT TO CEQA GUIDELINE 15378**

The City Council of the Town of Colma does hereby resolve as follows:

1. Background.

- (a) Pursuant to Section 1.01.090 of the Colma Municipal Code, the General Municipal Election for the Town of Colma will be held on November 5, 2024.
- (b) The offices of three City Council Members will be subject to election.
- (c) It is desirable that the General Municipal Election be consolidated with the Statewide General Election to be held on the same date, and that within the Town the precincts, polling places, vote centers and election officers of the two elections be the same, and that the San Mateo County Elections Official canvass the returns of the General Municipal Election, and that the election be held in all respects as if there were only one election.

2. Order. The City Council of the Town of Colma does hereby order, determine, and declare as follows:

- (a) The City Council, pursuant to its right and authority, does hereby call and order a General Municipal Election to be held in the Town of Colma, California, to be consolidated with the Statewide General Election, on Tuesday, November 5, 2024 for the purpose of electing three council members, each for the full term of four years.
- (b) The ballots to be used at the election shall be in the form and content as required by law.
- (c) The City Clerk is authorized, instructed and directed to coordinate with the San Mateo County Elections Official to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.
- (d) That the precincts, ballot drop box locations and hours of operations, vote center locations and hours of operations, vote-by-mail procedures and timing, and election officers, and all other persons and procedures for the General Municipal Election shall be the same as those utilized by the County of San Mateo.
- (e) In all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

(f) Notice of the time and place of holding the election is hereby given, and the City Clerk is authorized, instructed and directed to give such further or additional notice, in the time, form and manner required by law.

(g) In the event of a tie vote (if any two or more persons receive an equal and the highest number of votes for an office) as certified by the County of San Mateo Elections Official, the City Council, in accordance with Elections Code Section 15651(a), shall set a date, time and place and summon the candidates who have received the tie votes to appear and will determine the tie by lot.

3. Request for Consolidation

(a) Pursuant to the requirements of California Elections Code Section 10403, the City Council of the Town of Colma hereby requests the Board of Supervisors of the County of San Mateo to consent and agree to the consolidation of the Town of Colma General Municipal Election with the Statewide General election on Tuesday, November 5, 2024 for the purpose of electing three council members.

(b) The City Manager is authorized to sign any agreement to authorize the County Election Division to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used. Pursuant to Elections Code Section 10418, the election will be held and conducted in compliance with the provisions of law regulating the Statewide General Election.

(c) The Board of Supervisors is requested to issue instructions to the County Election Division to take any and all steps necessary for the holding of the consolidated election.

(d) The Town of Colma recognizes that additional costs may be incurred by the County by reason of this consolidation and agrees to reimburse the County in full for such costs upon presentation of a bill to the Town.

4. Instructions to City Clerk

The City Clerk is hereby directed to file a certified copy of this Resolution with the Board of Supervisors and the Elections Division of the County of San Mateo.

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Certification of Adoption

I certify that the foregoing Resolution No. 2024 - ____ was duly adopted at a regular meeting of the City Council of the Town of Colma held on June 26, 2024, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
John Irish Goodwin, Mayor					
Ken Gonzalez, Vice Mayor					
Helen Fisicaro, Councilmember					
Joanne F. del Rosario, Councilmember					
Carrie Slaughter, Councilmember					
<i>Voting Tally</i>					

Dated _____

John Irish Goodwin, Mayor

Attest: _____

Michelle Estabillo, City Clerk



**RESOLUTION NO. 2024 - ____
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE
PERTAINING TO CANDIDATE'S STATEMENTS SUBMITTED TO THE VOTERS AT AN
ELECTION TO BE HELD ON TUESDAY, NOVEMBER 5, 2024 PURSUANT TO CEQA
GUIDELINE 15378**

The City Council of the Town of Colma does hereby resolve as follows:

1. Background.

(a) Section 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement.

2. Order. The City Council of the Town of Colma does hereby order, determine, and declare as follows:

(a) GENERAL PROVISIONS. Pursuant to §13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held in the Town of Colma may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in typewritten form in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

(b) FOREIGN LANGUAGE POLICY.

(i) Pursuant to the Federal Voting Rights Act, candidate's statements will be translated into all languages required by the County of San Mateo. The County is required to translate candidate's statements into the following languages: Spanish and Chinese.

(ii) The County will mail separate voter information guides and candidate's statements in English, Chinese and Spanish to only those voters who are on the county voter file as having requested a voter information guide in a particular language. The County will make the voter information guides and candidate's statements in the required languages available at all polling places, on the County's website, and in the Election Official's office.

(c) PAYMENT.

(i) The candidate shall not be required to pay for the cost of translating the candidates statement into any required foreign language as specified in section

(b) above pursuant to Federal and/or state law.

(ii) The candidate shall be required to pay for the cost of translating the candidates statement any foreign language that is not required as specified in section (b) above, pursuant to Federal and/or State law, but is requested as an option by the candidate.

(iii) The candidate shall not be required to pay for the cost of printing the candidates statement in English in the main voter pamphlet.

(iv) The candidate shall not be required to pay for the cost of printing the candidates statement in a foreign language required in section (b) above, in the main voter pamphlet.

(d) MISCELLANEOUS.

(i) All translations shall be provided by professionally-certified translators.

(ii) The City Clerk shall allow bold type, underlining, capitalization, indentations, bullets, and leading hyphens to the same extent and manner as allowed by the County of San Mateo.

(iii) The City Clerk shall comply with all recommendations and standards set forth by the California Secretary of State regarding occupational designations and other matters relating to election.

(e) ADDITIONAL MATERIALS. No candidate will be permitted to include additional materials in the voter information guide.

(f) That the City Clerk shall provide each candidate or the candidate's representative a copy of this Resolution at the time nominating petitions are issued.

(g) That all previous resolutions establishing council policy on payment for candidate's statements are repealed.

(h) That this resolution shall apply at the next ensuing municipal election and at each municipal election after that time.

(i)

Certification of Adoption

I certify that the foregoing Resolution No. 2024 - ____ was duly adopted at a regular meeting of the City Council of the Town of Colma held on June 26, 2024, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
John Irish Goodwin, Mayor					
Ken Gonzalez, Vice Mayor					
Helen Fisicaro, Councilmember					
Joanne F. del Rosario, Councilmember					
Carrie Slaughter, Councilmember					
<i>Voting Tally</i>					

Dated _____

John Irish Goodwin, Mayor

Attest: _____
Michelle Estabillo, MMC
City Clerk





STAFF REPORT

TO: Mayor and Members of the City Council
FROM: Stuart Schillinger, Interim Administrative Services Director
VIA: Dan Barros, City Manager
MEETING DATE: June 26, 2024
SUBJECT: Adoption of FY 2024-25 Appropriation (GANN) Limit

RECOMMENDATION

Staff recommends that the City Council adopt the following:

RESOLUTION ADOPTING THE FY 2024-25 APPROPRIATION LIMIT, PURSUANT TO CEQA
GUIDELINE 15378

EXECUTIVE SUMMARY

Each year as part of the annual budget process, the City Council is required by state law to adopt an Appropriations Limit (Limit). The Limit for the Fiscal Year 2024-25 is \$65,434,655.

FISCAL IMPACT

Adoption of the Limit will ensure the Town appropriations are in compliance with State requirements. The FY 2024-25 Appropriations subject to the limit ("Proceeds of Taxes") total \$21,055,081 which means the Town is \$44,379,574 below the authorized limit.

BACKGROUND

California voters approved propositions amending the State Constitution and requiring the annual Town budget include a calculation of the Appropriations Limit, also known as the Gann Limit. This requirement was imposed by Proposition 4 (1979) and later amended by Proposition 111 (1990).

The requirement imposes a restriction on the amount of governmental revenue which may be appropriated in any fiscal year. The Appropriations Limit was first based on actual appropriations during the base year (1986-87), and it can be increased each year based on a specific formula and specified growth factors. The Appropriations Limit does not apply to all funds. It only applies to funds that are "proceeds of taxes."

Each year, the adjustment to the Appropriations Limit takes into consideration two factors: 1) the change in the cost of living, and 2) the change in population. For each of these factors, the Town may select between two optional factors. Additionally, State law requires that the calculation factors must be available to the public for 15 days prior to adoption.

To comply with State law, in particular Government Code Section 7910 that requires that the Town release the data on the Appropriations Limit at least 15 days prior to the public meeting where the City Council will adopt the Appropriations Limit, the FY 2024-25 Appropriation Limit and all supporting data was posted on the Town's public notice bulletin boards on June 11, 2024 for a full 15 days prior to this public meeting.

ANALYSIS

The appropriation limit analysis includes two parts. The first part is the calculation of the appropriation limit based on the change in the county's or the city's population and the State's per capita personal income. The new FY 2024-25 Appropriations Limit, as calculated and attached to the proposed resolution, is \$65,434,655. The increased adjustment factor of 1.0310 is calculated using the County's population change of negative 0.50 percent and the change in the State per capita personal income of 3.62 percent. These adjustments were published in the Department of Finance's Price and Population Report.

The second part of the analysis is to verify that the "Proceeds of Taxes" do not exceed the limit calculated above. The "Proceeds of Taxes" is determined based on the City Council adopted budget for the new fiscal year. The City Council adopted the FY 2024-25 Operating and Capital Budget on June 26, 2024, with a projection of \$21,708,000 million as general fund revenues. Of the \$21.708 million revenues budget, the "proceeds of taxes" subject to the limit is \$21,055,574 which is \$44,379,574 less than the FY 2024-25 Appropriations Limit of \$65,434,655.

Reasons For the Recommended Action/Findings

Adoption of the FY 2024-25 Appropriation Limit will comply with State laws.

Council Adopted Values

Approval of the FY 2024-25 Appropriation Limit is the *responsible* action because the Town's FY 2024-25 Budget complied with State laws.

ENVIRONMENTAL

The City Council's action in adopting the resolution adopting the appropriations Limit is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) per CEQA Guideline 15378 as the action is more akin to a fiscal activity or determination that does not involve a commitment to any specific project which may result in a potentially significant physical impact on the environment.

CONCLUSION

Staff recommends that the Council adopt the attached resolution.

ATTACHMENTS

- A. Resolution Adopting the FY 2024-25 Appropriation Limit

**RESOLUTION NO. 2024-____
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION ADOPTING THE FY 2024-25 APPROPRIATION LIMIT,
PURSUANT TO CEQA GUIDELINE 15378**

The City Council of the Town of Colma does resolve as follows.

1. Background

- (a) Article XIIIB of the California Constitution places certain restrictions on annual appropriations by cities;
- (b) The restrictions only apply to those appropriations which meet the definition of "Proceeds of Taxes";
- (c) The FY 2024-25 Appropriations Limit Calculation was publicly noticed and posted on the Town's website on June 11, 2024, for fifteen days for review consistent with California Government Code Section 7910;
- (d) The adoption of the Appropriations Limit must identify the optional calculation factors to be used as adjustment factors.

2. Findings

- (a) The first adjustment factor, the Town must select between: (A) the change in Town population, or (B) Countywide population, and the Town has selected the Change in Colma's population; and
- (b) The second adjustment factor the Town must select between: (1) the change in the State per capita income, or, (2) the change in the assessed valuation of local nonresidential construction, and the Town has selected the change in the State per capita income;
- (c) The detailed calculation of the Appropriations Limit for Fiscal Year 2023-24 is described in Exhibit A, attached hereto and by reference made a part hereof.
- (d) The City Council finds that the Fiscal Year 2024-25 budget does not exceed the constitutional appropriation limit placed on "Proceeds of Taxes" for Fiscal Year 2024-25 and is \$44,758,873 below the authorized limit.

3. Appropriation Limit

The Appropriation Limit for the Fiscal Year 2024-25 shall be, and hereby is determined to be \$65,434,655.

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Certification of Adoption

I certify that the foregoing Resolution No. 2024-___ was duly adopted at a regular meeting of the City Council of the Town of Colma held on June 26, 2024, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
John Irish Goodwin, Mayor					
Ken Gonzalez					
Carrie Slaughter					
Helen Fisicaro					
Joanne F. del Rosario					
<i>Voting Tally</i>					

Dated _____

John Irish Goodwin, Mayor

Attest: _____
Michelle Estabillo, MMC
City Clerk

EXHIBIT TO RESOLUTION 2024-____ FISCAL YEAR 2024-25 APPROPRIATIONS LIMIT

Each year, the adjustment to the Appropriations Limit takes into consideration two factors: 1) the change in the cost of living, and 2) the change in population. For each of these factors, the Town may select between two optional factors.

Selection of Optional Factors

1. Change in Population (Town of Colma vs. San Mateo County)

Options	Population 1/1/2023	Population 1/1/2024	% Increase
a. Town of Colma	1,426	1,410	-1.12%
b. County of San Mateo	745,168	741,435	-0.50%

2. Change in State per capita Personal Income vs. Colma Non-Residential Building Construction

Options	% Increase
a. Change in State Per Capita Personal Income	3.62%
b. Change in Colma Non-Residential Assessed Valuation	N/A*

* Change in non-residential assessed valuation was not available.

For the Fiscal Year 2024-25 calculation, the Town selected County's population growth rate of -0.50% and the change in the State Per Capita Income of 3.62%.

APPROPRIATION LIMIT CALCULATION 2024-25

Population Change (San Mateo Co.)	-0.50%	$((-0.005+100)/100 = .995)$
State Per Capita Personal Income	3.62%	$((0.0362+100)/100 = 1.0362)$
Calculation of Factor for 2024-25	1.0310	$0.00995 \times 1.0362 = 1.0310$
Prior Year Appropriation Limit (2022-23)	\$ 63,467,173	
Appropriation Limit 2023-24	\$ 65,434,655	$63,467,173 \times 1.0310 =$

The 2024-25 Appropriations subject to the limit ("Proceeds of Taxes") total \$21,055,081, which means the Town is \$44,379,574 below the authorized limit.





STAFF REPORT

TO: Mayor and Members of the City Council
FROM: Stuart Schillinger, Interim Administrative Services Director
VIA: Dan Barros, City Manager
MEETING DATE: June 26, 2024
SUBJECT: Adoption of Salary Schedule as of June 26, 2024

RECOMMENDATION

Staff recommends that the City Council adopt the following:

RESOLUTION ADOPTING THE SALARY SCHEDULE AS OF JUNE 26, 2024 PURSUANT TO
CEQA GUIDELINE 15378

EXECUTIVE SUMMARY

The City Council should review and adopt the salary schedule at least annually. The past practice of the Town has been to do this in conjunction with Budget adoption.

FISCAL IMPACT

There is no financial impact if the City Council adopts the resolution since all salaries have been incorporated in the FY 2024-25 proposed budget.

ANALYSIS

The City Council reviews and adopts the Salary Schedule annually with the adoption of the Budget. Adoption of a salary schedule is required by CalPERS regulations and the Town's updated salary schedule is included as Exhibit "A" to the resolution.

Reasons For the Recommended Action/Findings

A publicly adopted salary schedule is a requirement of state law and allows the City Council and the public to review all employees' salaries.

Council Adopted Values

Approval of the salary schedule is the *responsible* action because it allows for openness and transparency in local government.

CONCLUSION

Staff recommends that the City Council adopt a resolution adopting the salary schedule as of June 26, 2024.

ATTACHMENTS

- A. Resolution Adopting the Salary Schedule for FY 2024-25
 - Exhibit A to Resolution: Salary Schedule Effective June 26, 2024

RESOLUTION NO. 2024-##
OF THE CITY COUNCIL OF THE TOWN OF COLMA

RESOLUTION ADOPTING THE SALARY SCHEDULE AS OF JUNE 26, 2024 PURSUANT TO
CEQA GUIDELINE 15378

The City Council of the Town of Colma does resolve as follows.

1. Background

- (a) Government Code sections 20636 and 7522.34 and Title 2 CCR sections 570.5 and 571.1 state that payrates must be reported pursuant to a publicly available pay schedule that has been duly approved and adopted by the employer in accordance with applicable public meeting laws;
- (b) Exhibit A summarizes the Colma’s pay schedule for all positions as of June 26, 2024.

2. Findings and Order.

- (a) The City Council hereby updates the Salary Schedule as detailed in Exhibit A, attached hereto and incorporated by reference, to memorialize the changes proposed by this Resolution, with the applicable pay or salary for each position listed, in compliance with Title 2 of the California Code of Regulations Section 570.5.

Certification of Adoption

I certify that the foregoing Resolution No. 2024-## was duly adopted at a regular meeting of the City Council of the Town of Colma held on June 26, 2024, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
John Irish Goodwin, Mayor					
Joanne F. del Rosario					
Ken Gonzalez					
Carrie Slaughter					
Helen Fisicaro					
Voting Tally					

Dated _____
John Irish Goodwin, Mayor

Attest: _____
Michelle Estabillo, City Clerk

Town of Colma Pay Schedule (Effective June 26, 2024)

Exhibit A to the Resolution

Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Add'l Incentive	Payroll Ref
Elected Officials (Monthly Compensation)								
Mayor & City Council	961.00							
Regular/Casual/Temporary Employees (hourly rate, compensated on a biweekly basis)								
Accounting Manager	67.14	70.49	74.01	77.71	81.60	-	(10)(11)	8hrm
Accounting Technician	44.73	46.97	49.32	51.79	54.39	-	(10)(11)	8acct
Administrative Services Director	84.06	88.27	92.68	97.31	102.18	-	(11)	8acm
Administrative Technician I	41.75	43.84	46.04	48.33	50.74	-	(10)(11)	8at1
Administrative Technician II	43.84	46.04	48.33	50.74	53.28	-	(10)(11)	8at2
Administrative Technician III	43.84	46.04	48.33	50.74	53.28	55.95	(10)(11)	8at3
City Clerk	55.95	58.74	61.68	64.75	67.99	-	(10)(11)	8clrk1
City Manager	115.39	-	-	-	-	-	(9)	mgr
Community Service Officer	40.73	42.77	44.90	47.15	49.51	-	(10)(11)	8cso
Executive Assistant to Chief of Police	43.84	46.04	48.33	50.74	53.28	55.95	(10)(11)	8at3
Facility Attendant	20.21	21.24	22.27	23.40	-	-	(11)	8fa
Human Resources Manager	61.28	64.35	67.57	70.95	74.50	-	(10)(11)	8hrm
Intern	25.52	26.81	28.15	29.59	31.08	-	(11)	intr
Maintenance Technician I	40.82	42.86	45.01	47.26	49.62	-	(7)(8)(10)(11)	8mt1
Maintenance Technician II	42.86	45.01	47.26	49.62	52.11	-	(7)(8)(10)(11)	8mt2
Maintenance Technician III	42.86	45.01	47.26	49.62	52.11	54.72	(7)(8)(10)(11)	8mt3
Management Analyst I	46.49	48.82	51.26	53.81	56.51	-	(11)	8ma1
Management Analyst II	50.28	52.78	55.44	58.21	61.11	-	(11)	8ma2
Management Analyst III	54.38	57.09	59.95	62.94	66.09	-	(11)	8ma3
Police Chief	91.17	95.72	100.52	104.54	108.49	-	(1)(11)	chief
Police Commander	82.57	86.69	91.04	95.58	100.36	-	(1)(11)	8pcmd
Police Dispatcher / Clerk	50.96	52.37	53.79	55.20	56.60	-	(6)(4)(11)	clerical
Police Dispatcher/Records Supervisor	61.41	63.11	64.83	66.54	68.25	-	(2)(4)(11)	supervisor
Police Officer - Reserve	57.02	-	-	-	-	-		pdres
Police Officer 1	57.02	59.87	62.88	66.02	-	-	(1)(3)(5)(11)	8po1
Police Officer 2	59.30	62.27	65.39	68.66	-	-	(1)(3)(5)(11)	8po2
Police Officer 3	60.46	63.48	66.65	69.98	-	-	(1)(3)(5)(11)	8po3
Police Sergeant 1	72.28	73.78	75.30	79.46	-	-	(1)(3)(5)(11)	8sgt1
Police Sergeant 2	75.17	76.73	78.31	82.65	-	-	(1)(3)(5)(11)	8sgt2
Police Sergeant 3	76.61	78.19	79.80	84.24	-	-	(1)(3)(5)(11)	8sgt3
Public Works Maintenance Supervisor	52.13	54.74	57.46	60.35	63.35	-	(7)(8)(10)(11)	8mts
Recreation Coordinator	40.71	42.75	44.89	47.13	49.47	-	(10)(11)	8recc
Recreation Leader	16.00	16.82	17.64	18.56	-	-	(11)	8rl
Recreation Manager	48.66	51.09	53.63	56.33	59.13	-	(10)(11)	recmgr
Senior Recreation Leader	20.21	21.24	22.27	23.40	-	-	(11)	8rls
Student Aide	16.00	16.82	17.64	18.56	0	0	(11)	8sta

Additional Incentive

- (1) These positions receive a \$1,025 per year uniform allowance
- (2) This position receives a 5.0% incentive for CAD Administrator
- (3) These positions receive an additional 5% Holiday Pay
- (4) These positions receive a \$774.73 per year uniform allowance
- (5) These positions may receive a 5% incentive for Acting Commander, Acting Sergeant, Officer in Charge, Training Officer, and/or Detective
- (6) This position may receive a 2.5% incentive for Back-up CAD Administrator
- (7) These positions may receive \$120 per week stand-by pay
- (8) These positions receive an in kind uniform allowance of \$68.67 per pay period
- (9) This position receives a \$300 monthly automobile allowance
- (10) These positions may received 5% out of class pay
- (11) These positions may receive retention pay (2.5% @ 10 years; 5.0% @ 20 years)



STAFF REPORT

TO: Mayor and Members of the City Council
FROM: Stuart Schillinger, Interim Administrative Services Director
VIA: Dan Barros, City Manager
MEETING DATE: June 26, 2024
SUBJECT: Adoption of the FY 2024-25 Annual Budget

RECOMMENDATION

Staff recommends that the City Council adopt the following:

RESOLUTION APPROPRIATING FUNDS AND ADOPTING THE ANNUAL BUDGET FOR
FISCAL YEAR 2024-2025, PURSUANT TO CEQA GUIDELINE 15378

EXECUTIVE SUMMARY

The new Fiscal Year for the Town of Colma begins on July 1, 2024. To conduct business, it is necessary for the City Council to authorize the expenditure of funds.

The attached FY 2024-25 Proposed Budget includes a projection of \$32,907,000 in total revenues for all funds and a budget request of \$32,740,000 in total expenditures, which consists of \$21.7 million in Operating Expenditures, \$2,923,000 in annual Debt Service (Town Hall Certificate of Participation), \$8.987 million in Capital Improvement Projects (combination of Capital Program Funds and Internal Service Funds).

The General Fund revenue budget is \$21.708 million, and the expenditure budget is \$21.707 million. The expenditures include transfers out to the sewer operation (\$97,000), debt payments (\$292,000), and capital programs (\$1.720 million).

The General Fund budget is basically in balance, having a slight surplus of less than \$1,000.

The operating expenditure budget in other funds includes \$1.187 million for Sewer Operations (Fund 81); \$121,000 for Creekside Villas Operations (Fund 83, City Properties); \$248,702 for Parking Enforcement Operations (Fund 29); \$6,000 for Youth Outreach and Crisis Intervention Training (Fund 27); \$15,000 for Police Wellness Program (Fund 27); \$65,000 for the Colma Cab Connect program (Fund 23); and, \$30,000 for streetlight and traffic signal maintenance (Fund 21).

The preliminary FY 2024-25 Budget was studied on May 22, 2024, and the capital program on June 12, 2024. Comments from the City Council meetings are incorporated in the document.

FISCAL IMPACT

By adopting the budget, the City Council provides an operational plan expenditure for FY 2024/25. The General Fund budget is basically in balance, having a slight surplus of less than \$1,000. The five-year forecast which was presented with the budget also shows the Town fiscally healthy having slight surpluses for four of the five years. The one year with a deficit is due to a large Capital Project planned (replacing the HVAC system in the Police Building). The city reserves remain strong next year and throughout the five year forecast. The reserves range from a low of \$25,498,000 (FY 2024/25) to a high of \$26,708,000 (FY 2026/27).

BACKGROUND

The budget is an annual planning tool that communicates priorities and sets the Town's operating and spending policy for the year. The City Manager is responsible for presenting a budget to the City Council, in accordance with Colma Administrative Code Section 4.01 Division 2. The financial objective of the budget is to ensure that there are sufficient funds to meet ongoing spending. Special projects, where spending is generally one-time in nature, can use reserves.

The proposed FY 2024-25 Operating and Capital Budget (Attachment B) incorporates City Council's feedback from the prior two study sessions and the changes are discussed in the Analysis section below.

ANALYSIS

The FY 2024-25 Budget includes a projection of \$32.91 million in total revenues for all funds and a budget request of \$32.74 million in total expenditures, which consists of \$23.46 million in Operating Expenditures, \$292,000 in annual Debt Service (Town Hall Certificate of Participation) and \$8.99 million in Capital Improvement Projects (combine of Capital Program Funds and Internal Service Funds).

The proposed FY 2024-25 Operating and Capital Budget (Attachment B) includes the following changes from the previous year and major initiatives:

- **City Manager/City Clerk**
 - Election Expense – Anticipated at \$18,000
- **Recreation**
 - Part-time Salaries – Increase by \$45,000 to \$245,000 due to higher participation in programs and additional events for the community.
 - Community Services – Increase by \$5,000 to \$32,500 due to having the Centennial Parade as part of the Community Fair.
 - Picnic – Increase by \$5,000 to \$25,000 due to the Centennial Year.
 - Holiday Events – Increase by \$7,900 to \$45,900 which was reviewed and approved by the City Council on March 13, 2024
 - Cultural Events – Increase by \$500 to \$4,000 due to increase in prices for cultural shows and increased participation.
 - Sporting Events - Increase by \$500 to \$2,500 due to increase in participation.
- **Public Works**

- Facility Ops – Town Hall Gas and Electricity - Increase by \$34,000 to \$99,900 based on actual expenditure to date. The Town continues to work with EVGO to work out a mutually acceptable solution for the use of electricity for their chargers. This increase should either be offset with additional revenues (not currently included in the budget), or ultimately by removing these chargers from the Town Hall Electric system.
- Facility Ops – Town Hall Supplies – Increase by \$3,700 to \$5,100 based on actuals to date.
- Facility Ops – Sterling Park Building Exterior Maintenance and Repair – Increase by \$5,000 to \$35,000 for scaffolding for work on roof cupola.
- **Planning**
 - General Planning Services – Increase by \$336,500 due to increase work volume.

Capital Projects Proposed for FY 2024-25

- Solid Waste Franchise Agreement Update - \$50,000 – General Fund
- Colma Creek Channel Trash Capture - \$7,040,000 – Grant Funded
- Financial Software Replacement - \$500,000 – General Fund
- Storm Drain Assessment Phase II - \$70,000 – General Fund
- Town IT Infrastructure Upgrades - \$100,000 – General Fund
- Facility Security - \$200,000 – General Fund
- Sterling Park Recreation Center Furnace - \$25,000 – General Fund
- Zoning Code Amendment - \$25,000 – General Fund
- Serramonte Boulevard Phase 1 (Formally Collins Avenue Widening - \$500,000 – General Fund
- Annual Roadway Rehabilitation - \$250,000 General Fund

Reasons For the Recommended Action/Findings

Adoption of a budget is required for operations to continue in FY 2024-25.

Council Adopted Values

Approval of the FY 2024-25 Annual Budget is the *responsible* action because the City Council has studied the budget in May and June and considered various budgetary options, including considering community input.

CONCLUSION

Staff recommends that the City Council conduct a public hearing and adopt the attached resolution appropriating funds and adopting the 2024-25 Proposed Budget.

ATTACHMENTS

- A. Resolution Appropriating Funds and Adopting the 2024-25 Proposed Budget,
 - Exhibit A to Resolution: FY 2024-25 Town-Wide Financial Summary
- B. FY 2024-25 Proposed Budget

**RESOLUTION NO. 2024-##
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION APPROPRIATING FUNDS AND ADOPTING THE ANNUAL BUDGET FOR
FISCAL YEAR 2024-25, PURSUANT TO CEQA GUIDELINE 15378**

The City Council of the Town of Colma does resolve as follows.

1. Background

- (a) The City Manager's budget message, the proposed budget, and all calculations and documentation upon which this resolution is based have been available to the public for more than fifteen days for review;
- (b) The City Council conducted a study session and public meeting on the preliminary budget report on May 22, 2024, and the capital program on June 12, 2024; and
- (c) The City Council duly considered the proposed budget, the City Manager's budget message, and public comments, if any, thereon.

2. Findings and Order.

- (a) *Budget Approval.* The 2024-25 budget proposed by the City Manager, dated July 1, 2024, shall be, and hereby is, adopted as the budget for the Town of Colma for Fiscal Year 2024-25.
- (b) *Summary of Appropriations.* A summary (Exhibit A) is attached hereto and by reference made part of this Resolution, reflects the Fiscal Year 2024-25 Budget (All Funds) for the Town of Colma.
- (c) *Clerical Adjustments.* The City Manager shall be, and hereby is, authorized to adjust the budget pursuant to the provisions of section 4.01.070 of the Colma Administrative Code to make such other adjustments necessary to correct any clerical or technical errors in the proposed budget, provided that the City Manager makes a written report of all corrections or adjustments to the City Council within the timelines provided for in the Colma Administrative Code.
- (d) *Department Limitation.* The City Council authorizes the expenditure of funds for the items specified in the budget, provided that the total expenditures for the department shall not exceed the total budget by fund, for the department.
- (e) *Staffing.* The number and classifications of employment positions shown in the proposed budget is hereby approved as the authorized staffing level for the Town. The City Manager and each department head may not expand the number of full-time equivalent employees beyond that shown as the authorized staffing level for the Town without specific approval of the City Council.
- (f) *Purchasing Ordinance.* All expenditures for services, goods, or public works projects must comply with the Town's Purchasing and Contracting Ordinance (Subchapter 1.06 of the Colma Municipal Code).

(g) *Administration of Annual Budget.* The City Manager shall be responsible to administer the Budget and financial records and the City Council authorization includes the following administrative actions as may be required during the year:

(i) Transfer budgeted amounts between line items, provided that the transfer is within the same fund, and within the same Department.

(ii) Increase grant funded revenue and expenditure budgets. Changes may be administratively processed, when revenue estimates exceed the amount identified in the Budget due to increases in grant revenues, as verified by financial records. The adjustment will also account for increased expenditures in an amount not to exceed the amount of increased grant revenue. Increased appropriations shall continue to be documented in the financial records and conveyed to the City Council as part of the quarterly financial reports.

(iii) Make transfers among the various funds designated as "Transfers In / Transfers Out". The FY 2024-25 Budget document. All fund transfers shall be recorded in the financial records.

(iv) Administratively adjust the Fiscal Year 2024-25 Operating Budget appropriations to account for the carryover of unspent 2023-24 appropriations for contracts entered into before June 30, 2024, where funds are encumbered. The City Manager shall use discretion in approving carryovers and all such adjustments shall be clearly recorded in the Town financial records. These amendments shall be identified and included in the Fiscal Year 2024-25 quarterly financial report.

(v) Administratively adjust the Fiscal Year 2024-25 Capital Project appropriations to account for the carryover of unspent appropriations from Fiscal Year 2023-24. All such adjustments shall be clearly recorded in the Town financial records and shall only be for projects that remain incomplete as of June 30, 2024.

3. Reserves

The City Council hereby declares the following classifications of reserves (Net Income):

(a) A Debt Reduction reserve shall be recorded in the General Fund in the amount of \$600,000 as of June 30, 2025. This amount represents a minimum of two years of COP Debt Service. (Committed Fund Balance – Designated by City Council)

(b) The Budget Stabilization Reserve as of June 30, 2025 is established at \$15,500,000, being the amount sufficient to ensure continuity of operations in the event of a severe economic downturn, which amount is hereby determined to be 100% (rounded to the nearest \$100,000) of the General Fund expenditures for the prior fiscal year. The exact amount of this reserve shall be determined based on the final audit and financial statements. (Committed Fund Balance – Designated by City Council)

(c) Accrued Leave Payout Reserve shall be recorded in the General Fund in the amount of \$672,418 as of June 30, 2025. (Committed Fund Balance – Designated by City Council)

(d) Assigned Fund Balances – General Fund: Assigned fund balance includes amounts intended to be used by the Town for specific purposes, subject to change. The City Council authorizes the City Manager to establish the following assignments in the General Fund:

(i) Litigation Reserve of \$100,000, which may fund expenditures in the event of extraordinary legal expenses.

(ii) Insurance Reserve in the amount of \$100,000, which may fund expenditures in the event of extraordinary insurance claims and related expenses.

(iii) Disaster Response and Recovery in the amount of \$750,000 which may fund expenditures in the event of a catastrophic event.

(e) Assigned Fund Balances – Capital Project Fund / Fleet Replacement Fund: All reserves in the Capital Project Fund and Fleet Replacement Fund shall be recorded as assigned for future projects. Changes in the assignment shall be subject to City Council action.

(f) General Fund 2024-25 – Decrease Reserve: The proposed budget estimates \$518,730 reduction in unassigned reserves.

4. Transfer to Unassigned Reserve

All General Fund net income on hand on June 30, 2024, which is not designated for a specific reserve category shall be recorded in the Unassigned Reserve.

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Certification of Adoption

I certify that the foregoing Resolution No. 2024-## was duly adopted at a regular meeting of the City Council of the Town of Colma held on June 26, 2024, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
John Irish Goodwin, Mayor					
Joanne F. del Rosario					
Ken Gonzalez					
Carrie Slaughter					
Helen Fisicaro					
<i>Voting Tally</i>					

Dated _____

John Irish Goodwin, Mayor

Attest: _____
Michelle Estabillo, City Clerk

“EXHIBIT A”: SUMMARY OF APPROPRIATIONS FY 2024-25

Town-wide Financial	Special Revenue and Debt Funds			Vehicle		Enterprise Funds		Total
	General Funds (11,12,19)	(21,22,23,24,25,26 ,27,29, 43)	Capital Funds (31,32)	Replacement Fund (61)	Trust Funds (71,72)	(81,82,83)		
Revenue Categories								
Sales Tax	\$ 16,000,000							\$ 16,000,000
Cardroom Tax	\$ 4,200,000							\$ 4,200,000
Property and Other Taxes	\$ 855,081							\$ 855,081
Licenses and Permits	\$ 235,736							\$ 235,736
Fines and Forefeitures	\$ 100,467							\$ 100,467
Use of Money and Property	\$ 111,702					\$ 180,000		\$ 291,702
Revenues from Other Agencies	\$ 44,286	\$ 439,435	\$ 7,040,000					\$ 7,523,721
Charges for current services	\$ 96,302			\$ 252,609		\$ 1,090,270		\$ 1,439,181
Allocations								\$ -
Other Revenues	\$ 64,200							\$ 64,200
Total Revenues	\$ 21,707,774	\$ 439,435	\$ 7,040,000	\$ 252,609	\$ -	\$ 1,270,270		\$ 30,710,088
Expenditures by Function								\$ -
General Government	\$ 5,910,704	\$ 65,000						\$ 5,975,704
Public Safety	\$ 9,249,838	\$ 270,014						\$ 9,519,852
Public Works	\$ 2,384,587	\$ 30,000				\$ 1,187,087		\$ 3,601,674
Facility Operations	\$ 808,563					\$ 120,866		\$ 929,429
Capital Improvement Projects			\$ 8,760,000	\$ 226,600				\$ 8,986,600
Recreation	\$ 1,156,089							\$ 1,156,089
Total Expenditures by Function	\$ 19,509,781	\$ 365,014	\$ 8,760,000	\$ 226,600	\$ -	\$ 1,307,953		\$ 30,169,348
Operating Surplus/(Deficit)	\$ 2,197,993	\$ 74,421	\$ (1,720,000)	\$ 26,009	\$ -	\$ (37,683)		\$ 540,740
Other Activities								
Transfers In		\$ 380,320	\$ 1,720,000			\$ 96,817		\$ 2,197,138
Transfers (Out)	\$ (2,197,138)							\$ (2,197,138)
Net Transfers In/(Out)	\$ 2,197,138	\$ 380,320	\$ 1,720,000	\$ -	\$ -	\$ 96,817		\$ -



**RESOLUTION NO. 2024-XX
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION APPROPRIATING FUNDS FOR THE INCLUSION OF THE TRASH
CAPTURE PROJECT IN THE ANNUAL BUDGET FOR FISCAL YEAR 2024-2025,
PURSUANT TO CEQA GUIDELINE 15378**

The City Council of the Town of Colma does hereby resolve as follows:

1. Background.

- (a) The Colma Creek Trash Capture Project will install a full trash-capture device in the Colma Creek Flood Control Channel near the southerly border of the Town of Colma.
- (b) The watershed treated by the device includes portions of the Town of Colma, the City of Daly City, the City of South San Francisco, portions of unincorporated areas in the County of San Mateo and San Mateo Flood Control and Sea Level Rise Resiliency District (OneShoreline).
- (c) These five agencies would receive trash reduction credit toward State-required reduction goals for trash discharge from storm drains. Other stakeholders include the San Francisco Bay Area Rapid Transit District (BART), the County of San Mateo Flood Control and Sea Level Rise Resiliency District (OneShoreline), and the San Mateo Countywide Water Pollution Prevention Program (SMCWPPP).

2. Order.

- (a) The City Council hereby appropriates funds for the Trash Capture Project in the amount of \$ 7.04 Million and hereby includes the Trash Capture Project in the Town's 2024-2025 Fiscal Year Budget.

Certification of Adoption

I certify that the foregoing Resolution No. 2024 - ____ was duly adopted at a regular meeting of the City Council of the Town of Colma held on June 26, 2024, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
John Irish Goodwin, Mayor					
Ken Gonzalez, Vice Mayor					
Helen Fisicaro, Councilmember					
Joanne F. del Rosario, Councilmember					
Carrie Slaughter, Councilmember					
<i>Voting Tally</i>					

Dated _____

John Irish Goodwin, Mayor

Attest: _____
Michelle Estabillo, City Clerk

City Manager's Message

Mayor Goodwin, Members of the City Council, Colma residents and visitors, I am pleased to present the FY 2024-25 Proposed Budget for the Town of Colma. The proposed budget continues the long history of the City in presenting a financial plan which meets the Town's Values while ensuring the highest level of services are provided to the community. The values which guided the preparation of the budget are:

- Treat all persons, claims and transactions in a fair and equitable manner.
- Make responsible decisions by taking the long-range consequences into consideration.
- Base decisions on, and relate to each other with honesty, integrity and respect.
- Be innovative in improving the quality of life in our business and residential communities.

These can also be found on our website at colma.ca.gov/departments/.

The Town of Colma prides itself on our dedication to maintaining and enhancing a strong sense of community and partnering with our business community to promote and encourage commerce for the betterment of our entire community.

FY 2023-24 Key Accomplishments

The City Council was presented an updated FY 2023-25 Strategic Plan on February 21, 2024.

Our Strategic Plan is divided into 5 areas **Resiliency, Operations, Economic Development, Community, and Capital.**

Resiliency

1. Presented a Study to City Council related to feasibility and public interest of a 0.5% Sales Tax increase.
2. Formation of the Employee Wellness Committee and Holiday Party Committee to promote a more robust wellness program for employees.
3. Changed our Employee Assistance Program (EAP) from Management Health Network to Aetna.
4. Worked with GovInvest to ensure the continued day-to-day functioning of the Town's Finance Department despite the resignation of the Administrative Services Director and Accounting Manager.

Operations

1. The use of Credit Cards has been implemented at City Hall.
2. The Police Department has implemented 24/7 dispatch services since July of 2023 and has hired one full-time and per diem dispatchers.
3. The Smart Corridor projects have been completed.

Economic Development

1. Adopted the Town's Housing Element Update.
2. Completed the Zoning Code Update
3. Established a Town Economic Development Committee
4. Continued working with business community with the opening of Boot Barn, DashMart, Pet Club, Good Feet, Shoe Palace. As well as the soon to be completed Raising Canes.

Community

1. Completed the Centennial Mural project on the F Street Wall.
2. Police Department started the Explorer Program.
3. Citizen recognition has been initiated at City Council meetings.
4. Colma Cab connect launched August 2023.
5. The Police Department is working with Life Moves to address various issues related to the homeless population.
6. Recreation programs returned to in-person this year and we had increasing numbers of participants in our programs.
7. The City Council and staff continue to prepare for Centennial events and celebrations.

Capital

1. Serramonte Blvd. West Bicycle and Pedestrian Improvement Project: 70% Design is continuing to be completed.
2. The El Camino Real Bicycle and Pedestrian Improvement Study Report and Project Development Support is continuing to be completed.
3. The El Camino Real landscape project will be incorporated into the ECR Bike and Pedestrian complete street program.
4. Staff has completed Phase 1 of the three phase Storm Drain System Assessment Project.
5. Historical Museum Building repairs were completed.
6. City Parking lots slurry seal and striping project completed.
7. Three vehicles were purchased for the Police Department.
8. The Police Department's Lawnet upgrade was completed.

FY 2024-25 Overview

The presented proposed budget is one which continues to meet the needs of the current community while allowing for a strong financial base to from which to make future decisions. The City's General Fund anticipates receiving approximately \$21.7 million in revenues. The largest source of revenue is Sales Tax, which is estimated at \$16 million next fiscal year, this is mainly due to an increase in automotive sales. The second largest source of revenue is Cardroom taxes at \$4.2 million. Both revenue sources show a strong rebound from the COVID impact. Another positive for our revenue picture is we have seen new retail stores open, which we did not include in our projections because we do not have enough experience with them to accurately project revenues.

General Fund expenditures are expected to be approximately \$21.7 million. I recommend using a portion of our Unassigned reserves to increase our Budget Stabilization Reserve. As our Sales Tax revenue increases it makes sense to set additional funds aside, since a recession that reduces our Sales Tax revenue will have a bigger impact on our City than with a smaller base. I would further recommend that any additional surplus from FY 2023-24 or FY 2024-25 be used to continue to increase our funding of our Pension and OPEB Trusts and set aside for one-time capital projects.

Some of the major changes included in this year's budget are:

City Manager/City Clerk

Election Expense – Anticipated at \$18,000

Recreation

Part-time Salaries – Increase by \$45,000 to \$245,000 due to higher participation in programs and additional events for the community.

Community Services – Increase by \$5,000 to \$32,500 due to having the Centennial Parade as part of the Community Fair.

Picnic – Increase by \$5,000 to \$25,000 due to the Centennial Year.

Holiday Events – Increase by \$7,900 to \$45,900 which was reviewed and approved by the City Council on March 13, 2024

Cultural Events – Increase by \$500 to \$4,000 due to increase in prices for cultural shows and increased participation.

Sporting Events - Increase by \$500 to \$2,500 due to increase in participation.

Public Works

Facility Ops – Town Hall Gas and Electricity - Increase by \$34,000 to \$99,900 based on actual expenditures to date. The Town continues to work with EVGO to work out a mutually acceptable solution for the use of electricity for their chargers. This increase should either be offset with additional revenues (not currently included in the budget), or ultimately removing these chargers from the Town Hall Electric system.

Facility Ops – Town Hall Supplies – Increase by \$3,700 to \$5,100 based on actuals to date.

Facility Ops – Sterling Park Building Exterior Maintenance and Repair – Increase by \$5,000 to \$35,000 for scaffolding for work on roof cupola.

Planning

General Planning Services – Increase by \$336,500 due to increase work volume.

Acknowledgements

In closing, I would like to thank the City Council for its policy leadership in a year full of challenges and changes. This document demonstrates how the difficult choices the City Council has made throughout the past several years are continuing to benefit the Town. It is a pleasure with you to implement your vision for the Town of Colma and to provide a government our community can be proud of.

A budget cannot be completed without teamwork of all involved. I would like to thank the Department Heads for working with me to put together a budget which meets the needs of our community during a time of transition in the Finance Department.

FUND SUMMARY

General Fund							
		FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
Revenues							
	Cardroom tax	\$ 4,200,000	\$ 4,200,000	\$ 4,200,000	\$ 4,200,000	\$ 4,200,000	\$ 4,200,000
	Fines and forfeitures	\$ 99,472	\$ 100,467	\$ 101,471	\$ 102,486	\$ 103,511	\$ 104,546
	Intergovernmental	\$ 44,286	\$ 44,286	\$ 44,286	\$ 44,286	\$ 44,286	\$ 44,286
	Licenses and permits	\$ 231,114	\$ 235,736	\$ 240,451	\$ 245,260	\$ 250,165	\$ 255,169
	Other Charges for Services	\$ 96,302	\$ 96,302	\$ 96,302	\$ 96,302	\$ 96,302	\$ 96,302
	Other revenues	\$ 64,200	\$ 64,200	\$ 64,200	\$ 64,200	\$ 64,200	\$ 64,200
	Other taxes	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000
	Property taxes	\$ 676,550	\$ 720,081	\$ 734,483	\$ 749,172	\$ 764,156	\$ 779,439
	Rental	\$ 111,702	\$ 111,702	\$ 111,702	\$ 111,702	\$ 111,702	\$ 111,702
	Sales tax	\$ 13,600,000	\$ 16,000,000	\$ 16,320,000	\$ 16,646,400	\$ 16,979,328	\$ 17,318,915
	Total Revenues	\$ 19,258,626	\$ 21,707,774	\$ 22,047,895	\$ 22,394,808	\$ 22,748,650	\$ 23,109,558
Expenditures							
	Community Services	\$ 57,953	\$ 59,135	\$ 60,353	\$ 61,607	\$ 62,898	\$ 64,229
	City Attorney	\$ 328,000	\$ 339,120	\$ 323,544	\$ 333,250	\$ 343,247	\$ 353,545
	Human Resources	\$ 350,453	\$ 361,869	\$ 372,306	\$ 383,070	\$ 394,174	\$ 405,628
	City Council	\$ 429,222	\$ 441,419	\$ 454,012	\$ 467,013	\$ 480,437	\$ 494,296
	Planning	\$ 493,790	\$ 527,564	\$ 543,391	\$ 559,692	\$ 576,483	\$ 593,778
	Facility Operations	\$ 807,125	\$ 808,563	\$ 821,659	\$ 840,298	\$ 859,496	\$ 879,269
	Finance	\$ 892,542	\$ 918,955	\$ 946,192	\$ 974,278	\$ 1,003,240	\$ 1,033,106
	PW Admin, Engineering, Buildings	\$ 972,315	\$ 970,815	\$ 970,815	\$ 970,815	\$ 970,815	\$ 970,815
	Recreation	\$ 1,069,828	\$ 1,156,089	\$ 1,189,153	\$ 1,223,233	\$ 1,258,362	\$ 1,294,572
	Police - Communications Dispatch	\$ 1,264,108	\$ 1,299,236	\$ 1,335,464	\$ 1,372,826	\$ 1,411,358	\$ 1,451,098
	PW Sewer Maintenance	\$ 1,385,061	\$ 1,413,772	\$ 1,455,505	\$ 1,498,531	\$ 1,542,890	\$ 1,588,623
	General Services	\$ 1,513,419	\$ 1,555,539	\$ 1,599,344	\$ 1,644,901	\$ 1,692,280	\$ 1,741,555
	City Manager/City Clerk	\$ 1,700,597	\$ 1,766,237	\$ 1,797,345	\$ 1,867,048	\$ 1,900,151	\$ 1,974,169
	Police - Admin	\$ 1,810,210	\$ 1,859,130	\$ 1,909,553	\$ 1,961,525	\$ 2,015,095	\$ 2,070,312
	Transfer Out	\$ 1,317,584	\$ 2,197,138	\$ 1,490,137	\$ 1,244,953	\$ 2,141,675	\$ 939,456
	Police - Patrol	\$ 5,873,707	\$ 6,032,337	\$ 6,195,872	\$ 6,364,463	\$ 6,538,269	\$ 6,717,453
	Total Expenditures	\$ 20,265,914	\$ 21,706,919	\$ 21,464,643	\$ 21,767,504	\$ 23,190,872	\$ 22,571,905
	Surplus/(Deficit)	\$ (1,007,288)	\$ 855	\$ 583,252	\$ 627,305	\$ (442,222)	\$ 537,653
	Beginning Fund Balance	\$ 26,503,939	\$ 25,496,651	\$ 25,497,506	\$ 26,080,758	\$ 26,708,063	\$ 26,265,841
	Ending Fund Balance	\$ 25,496,651	\$ 25,497,506	\$ 26,080,758	\$ 26,708,063	\$ 26,265,841	\$ 26,803,495
	Breakout of General Fund Reserves						
	Committed	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
	Accrued Leave Payout	\$ 652,833	\$ 672,418	\$ 692,591	\$ 713,368	\$ 734,769	\$ 756,812
	Budget Stabilization	\$ 15,000,000	\$ 15,500,000	\$ 15,500,000	\$ 16,000,000	\$ 16,500,000	\$ 17,000,000
	Debt Reduction	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000
	Assigned Reserves						
	Litigation	\$ 100,000	\$ 100,000	\$ 125,000	\$ 125,000	\$ 150,000	\$ 150,000
	Insurance	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
	Disaster	\$ 750,000	\$ 750,000	\$ 800,000	\$ 800,000	\$ 850,000	\$ 850,000
	Unassigned Reserves	\$ 8,293,818	\$ 7,775,088	\$ 8,263,168	\$ 8,369,695	\$ 7,331,072	\$ 7,346,682

Special Gas Tax Fund								
			FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
	Revenues							
		Intergovernmental	\$ 83,201	\$ 83,201	\$ 83,201	\$ 83,201	\$ 83,201	\$ 83,201
		Total Revenues	\$ 83,201	\$ 83,201	\$ 83,201	\$ 83,201	\$ 83,201	\$ 83,201
	Expenditures							
		Professional & Contract Services	\$ 30,000	\$ 30,000	\$ 30,900	\$ 31,827	\$ 32,782	\$ 33,765
		Transfers (Out)	\$ 31,000	\$ 31,000	\$ 31,000	\$ 31,000	\$ 31,000	\$ 31,000
		Total Expenditures	\$ 61,000	\$ 61,000	\$ 61,900	\$ 62,827	\$ 63,782	\$ 64,765
		Surplus/(Deficit)	\$ 22,201	\$ 22,201	\$ 21,301	\$ 20,374	\$ 19,419	\$ 18,436
		Beginning Fund Balance						
		Ending Fund Balance	\$ 22,201	\$ 22,201	\$ 21,301	\$ 20,374	\$ 19,419	\$ 18,436
Measure A Fund								
			FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
	Revenues							
		Intergovernmental	\$ 77,546	\$ 77,546	\$ 77,546	\$ 77,546	\$ 77,546	\$ 77,546
		Total Revenues	\$ 77,546	\$ 77,546	\$ 77,546	\$ 77,546	\$ 77,546	\$ 77,546
	Expenditures							
		Transfers (Out)	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
		Total Expenditures	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
		Surplus/(Deficit)	\$ 17,546	\$ 17,546	\$ 17,546	\$ 17,546	\$ 17,546	\$ 17,546
		Beginning Fund Balance						
		Ending Fund Balance	\$ 17,546	\$ 17,546	\$ 17,546	\$ 17,546	\$ 17,546	\$ 17,546
Transportation Grant								
			FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
	Revenues							
		Intergovernmental Revenue	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000
		Total Revenues	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000
	Expenditures							
		Professional & Contract Services	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000
		Total Expenditures	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000
		Surplus/(Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Beginning Fund Balance						
		Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Measure W								
			FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
	Revenues							
		Intergovernmental Revenue	\$ 32,376	\$ 32,376	\$ 32,376	\$ 32,376	\$ 32,376	\$ 32,376
		Total Revenues	\$ 32,376	\$ 32,376	\$ 32,376	\$ 32,376	\$ 32,376	\$ 32,376
	Expenditures							
		Transfers (Out)	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
		Total Expenditures	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
		Surplus/(Deficit)	\$ 2,376	\$ 2,376	\$ 2,376	\$ 2,376	\$ 2,376	\$ 2,376
Public Safety Grants								
			FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
	Revenues							
		Intergovernmental Revenue	\$ 21,000	\$ 21,312	\$ 21,633	\$ 21,964	\$ 22,305	\$ 22,656
		Salaries, wages	\$ 10,400	\$ 10,712	\$ 11,033	\$ 11,364	\$ 11,705	\$ 12,056
		Supplies & Services	\$ 10,600	\$ 10,600	\$ 10,600	\$ 10,600	\$ 10,600	\$ 10,600
		Total Expenditures	\$ 21,000	\$ 21,312	\$ 21,633	\$ 21,964	\$ 22,305	\$ 22,656
		Surplus/(Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police Grants (COPS-Ca)								
			FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
	Revenues							
		Intergovernmental	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000
		Transfer in General Fund	\$ 81,154	\$ 88,702	\$ 96,489	\$ 104,524	\$ 112,814	\$ 121,368
		Total Revenues	\$ 241,154	\$ 248,702	\$ 256,489	\$ 264,524	\$ 272,814	\$ 281,368
		Salaries, wages	\$ 177,523	\$ 182,849	\$ 188,334	\$ 193,984	\$ 199,804	\$ 205,798
		Benefits - Pension	\$ 59,131	\$ 61,218	\$ 63,381	\$ 65,622	\$ 67,945	\$ 70,353
		Supplies & Services	\$ 4,500	\$ 4,635	\$ 4,774	\$ 4,917	\$ 5,065	\$ 5,217
		Total Expenditures	\$ 241,154	\$ 248,702	\$ 256,489	\$ 264,524	\$ 272,814	\$ 281,368
		Surplus/(Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement								
			FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
Revenues								
		Intergovernmental		\$ 7,040,000				
		Transfer in General Fund		\$ 970,000	\$ 745,000	\$ 455,000	\$ 1,305,000	\$ 55,000
		Total Revenues		\$ 8,010,000	\$ 745,000	\$ 455,000	\$ 1,305,000	\$ 55,000
Expenditure								
		CIP - Solid Waste Franchise Agreement Update		\$ 50,000				
		CIP - Colma Creek Channel Trash Capture (Grant Funded)		\$ 7,040,000				
		CIP - Financial Software Replacement		\$ 500,000				
		CIP - Storm Drain System Assessment Phase II/III		\$ 70,000	\$ 70,000			
		CIP - Town's IT Infrastructure Upgrades		\$ 100,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
		CIP - Sterling Park Rec. Center Furnace		\$ 25,000				
		CIP - Facility Security		\$ 200,000				
		CIP - Community Center Painting				\$ 100,000		
		CIP - Corp Yard Car Wash Upgrade			\$ 220,000			
		CIP - HVAC System Replacement at PD					\$ 1,250,000	
		CIP - Solar Panel Backup Battery Install at CCC				\$ 300,000		
		CIP - Phone System Upgrade			\$ 250,000			
		CIP - Sign Board			\$ 150,000			
		CIP - Zoning Code Amendment		\$ 25,000				
		Total Expenditures	\$ 569,000	\$ 8,010,000	\$ 745,000	\$ 455,000	\$ 1,305,000	\$ 55,000
		Surplus/(Deficit)		\$ -	\$ -	\$ -	\$ -	\$ -
Street Capital								
			FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
Revenues								
		Transfer in General Fund		\$ 750,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000
		Total Revenues		\$ 750,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000
Expenditure								
		CIP - Collins Av Widening/Serramonte Phase I	\$ 150,000	\$ 500,000				
		CIP - Annual Roadway Rehab	\$ 225,000	\$ 250,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000
		Total Expenditures	\$ 375,000	\$ 750,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000
		Surplus/(Deficit)		\$ -	\$ -	\$ -	\$ -	\$ -

COP - Debt Service								
			FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
	Revenues							
		Transfer in General Fund	\$ 295,669	\$ 291,619	\$ 291,219	\$ 291,319	\$ 291,969	\$ 292,281
		Total Revenues	\$ 295,669	\$ 291,619	\$ 291,219	\$ 291,319	\$ 291,969	\$ 292,281
	Expenditures							
		Interest	\$ 160,669	\$ 156,619	\$ 151,219	\$ 146,319	\$ 141,969	\$ 137,281
		Principal	\$ 135,000	\$ 135,000	\$ 140,000	\$ 145,000	\$ 150,000	\$ 155,000
		Total Expenditures	\$ 295,669	\$ 291,619	\$ 291,219	\$ 291,319	\$ 291,969	\$ 292,281
		Surplus/(Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicle / Fleet Replacement ISF								
			FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
	Revenues							
		ISF Allocations	\$ 250,000	\$ 252,609	\$ 255,297	\$ 258,065	\$ 260,916	\$ 263,853
		Total Revenues	\$ 250,000	\$ 252,609	\$ 255,297	\$ 258,065	\$ 260,916	\$ 263,853
	Expenditure							
		Capital outlay	\$ 220,000	\$ 226,600	\$ 233,398	\$ 240,400	\$ 247,612	\$ 255,040
		Total Expenditures	\$ 220,000	\$ 226,600	\$ 233,398	\$ 240,400	\$ 247,612	\$ 255,040
		Surplus/(Deficit)	\$ 30,000	\$ 26,009	\$ 21,899	\$ 17,665	\$ 13,304	\$ 8,813
Sewer Operating								
			FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
	Revenues							
		Sewer Charges	\$ 1,090,270	\$ 1,090,270	\$ 1,090,270	\$ 1,090,270	\$ 1,090,270	\$ 1,090,270
		Transfer in General Fund	\$ (6,327)	\$ 96,817	\$ 132,430	\$ 169,111	\$ 206,892	\$ 245,807
		Total Revenues	\$ 1,083,943	\$ 1,187,087	\$ 1,222,700	\$ 1,259,381	\$ 1,297,162	\$ 1,336,077
	Expenditure							
		Sewer Services	\$ 1,083,943	\$ 1,187,087	\$ 1,222,700	\$ 1,259,381	\$ 1,297,162	\$ 1,336,077
		Total Expenditures	\$ 1,083,943	\$ 1,187,087	\$ 1,222,700	\$ 1,259,381	\$ 1,297,162	\$ 1,336,077
		Surplus/(Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City Properties								
			FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
	Revenues							
		Rental	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000
		Total Revenues	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000
	Expenditures							
		Facility Ops - Creekside Villas	\$ 116,612	\$ 120,866	\$ 124,492	\$ 128,227	\$ 132,074	\$ 136,036
		Surplus/(Deficit)	\$ 63,388	\$ 59,134	\$ 55,508	\$ 51,773	\$ 47,926	\$ 43,964

STAFFING PLAN

POSITION TITLE (Approved FTE)	2017-18 Actual	2018-19 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2024-25 Budget
GENERAL GOVERNMENT							
Administrative Services Dir. (also see Recreation)	0.50	0.50	1.00				
Administrative Services Director				1.00	1.00	1.00	1.00
Accounting Manager						1.00	1.00
Accounting Technician	1.80	1.80	1.80	1.80	2.00	2.00	2.00
Administrative Technician I	1.00	1.00	2.00				
Administrative Technician II/III	1.00			2.00	2.00	2.00	2.00
City Clerk		1.00	1.00	1.00	1.00	1.00	1.00
City Manager		1.00	1.00	1.00	1.00	1.00	1.00
City Manager / City Clerk	1.00						
Human Resources Manager	1.00	0.80	0.45				
Human Resources Analyst				1.00	1.00	1.00	1.00
Special Projects Management Analyst							
General Government Total	6.30	6.10	7.25	7.80	8.00	9.00	9.00
PUBLIC WORKS							
Maintenance Supervisor		1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Technician I/II	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Maintenance Technician III	1.00						
Public Works Department Total	3.00	3.00	3.00	3.00	3.00	3.00	3.00
RECREATION							
Administrative Services Dir. (also see Gen'l Govt.)	0.50	0.50					
Administrative Technician II							
Part-time Facility Attendant (7 x .5)	3.50	3.50	3.50	3.50	3.50	3.50	3.50
Part-time Recreation Leader (8 x .5)	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Recreation Coordinator	1.00	1.00	2.00	2.00	2.00	2.00	2.00
Recreation Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Recreation Services Director							
Recreation Department Total	10.00	10.00	10.50	10.50	10.50	10.50	10.50
POLICE							
Administrative Technician III	1.00	1.00					
Executive Assistant to the Chief of Police			1.00	1.00	1.00	1.00	1.00
Community Services Officer	1.00	1.00	1.48	1.48	1.48	1.48	1.48
Detective	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Detective Sergeant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Dispatch Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Dispatcher	3.20	3.20	3.20	3.20	3.20	4.20	4.20
Officer	11.00	11.00	11.22	11.22	11.22	11.22	11.22
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Police Commander	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Sergeant	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Police Department Total	25.20	25.20	25.90	25.90	25.90	26.90	26.90
Total Budgeted Staffing	44.50	44.30	46.65	47.20	47.40	49.40	49.40



OPERATING DEPARTMENT BUDGETS



City Council

Elected Officials:

- John Irish Goodwin (Mayor)
- Ken Gonzalez (Vice Mayor)
- Carrie Slaughter (Council Member)
- Helen Fisicaro (Council Member)
- Joanne F. del Rosario (Council Member)

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025- 26 Forecast	FY 2026- 27 Forecast	FY 2027- 28 Forecast	FY 2028- 29 Forecast
ELECTED OFFICIALS	57,660	59,390	61,171	63,007	64,897	66,844
DEFERRED COMPENSATION	6,000	6,180	6,365	6,556	6,753	6,956
CASH IN LIEU - MEDICAL	9,750	9,750	9,750	9,750	9,750	9,750
Salaries, wages Total	\$ 73,410	\$ 75,320	\$ 77,287	\$ 79,313	\$ 81,400	\$ 83,549
PERS MISC. EMPLOYEES	\$ 19,400	\$ 19,982	\$ 20,581	\$ 21,199	\$ 21,835	\$ 22,490
HEALTH	\$ 60,000	\$ 62,400	\$ 64,896	\$ 67,492	\$ 70,192	\$ 72,999
DENTAL	\$ 11,970	\$ 12,449	\$ 12,947	\$ 13,465	\$ 14,003	\$ 14,563
LIFE INSURANCE	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330
VISION	\$ 1,764	\$ 1,835	\$ 1,908	\$ 1,984	\$ 2,064	\$ 2,146
SOCIAL SECURITY - EMPLOYER	\$ 3,783	\$ 3,896	\$ 4,013	\$ 4,134	\$ 4,258	\$ 4,386
MEDICARE - EMPLOYER	\$ 907	\$ 934	\$ 962	\$ 991	\$ 1,021	\$ 1,051
RETIREE'S HEALTH	\$ 31,908	\$ 31,908	\$ 31,908	\$ 31,908	\$ 31,908	\$ 31,908
RETIREE DENTAL	\$ 5,232	\$ 5,232	\$ 5,232	\$ 5,232	\$ 5,232	\$ 5,232
RETIREMENT HEALTH SAVINGS (RHSA)	\$ 518	\$ 534	\$ 550	\$ 566	\$ 583	\$ 601
Benefits Total	\$ 135,812	\$ 139,500	\$ 143,327	\$ 147,301	\$ 151,425	\$ 155,706
OFFICE SUPPLIES	\$ 500	\$ 515	\$ 530	\$ 546	\$ 563	\$ 580
SPECIAL DEPARTMENT EXPENSE	\$ 70,000	\$ 72,100	\$ 74,263	\$ 76,491	\$ 78,786	\$ 81,149
DONATIONS	\$ 135,000	\$ 139,050	\$ 143,222	\$ 147,518	\$ 151,944	\$ 156,502
CONFERENCES & MEETINGS	\$ 2,000	\$ 2,060	\$ 2,122	\$ 2,185	\$ 2,251	\$ 2,319
COUNCIL MEMBER A	\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814	\$ 2,898
COUNCIL MEMBER B	\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814	\$ 2,898
COUNCIL MEMBER C	\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814	\$ 2,898
COUNCIL MEMBER D	\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814	\$ 2,898
COUNCIL MEMBER E	\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814	\$ 2,898
Supplies & Services Total	\$ 220,000	\$ 226,600	\$ 233,398	\$ 240,400	\$ 247,612	\$ 255,040
Grand Total	\$ 429,222	\$ 441,419	\$ 454,012	\$ 467,013	\$ 480,437	\$ 494,296

City Attorney

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025- 26 Forecast	FY 2026- 27 Forecast	FY 2027- 28 Forecast	FY 2028- 29 Forecast
COMPUTER EXPENSES & SERVICES	\$ 3,000	\$ 3,090	\$ 3,183	\$ 3,278	\$ 3,377	\$ 3,478
Supplies & Services Total	\$ 3,000	\$ 3,090	\$ 3,183	\$ 3,278	\$ 3,377	\$ 3,478
PROFESSIONAL SERVICES - CITY ATTORNEY	\$ 290,000	\$ 300,730	\$ 309,752	\$ 319,044	\$ 328,616	\$ 338,474
PROFESSIONAL SERVICES - OUTSIDE COUNSEL	\$ 10,000	\$ 10,300	\$ 10,609	\$ 10,927	\$ 11,255	\$ 11,593
PROFESSIONAL CONSULTING SERVICES	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Professional & Contract Services Total	\$ 325,000	\$ 336,030	\$ 320,361	\$ 329,972	\$ 339,871	\$ 350,067
Grand Total	\$ 328,000	\$ 339,120	\$ 323,544	\$ 333,250	\$ 343,247	\$ 353,545

City Manager/ City Clerk

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
FULLTIME STAFF	\$ 831,929	\$ 856,887	\$ 882,593	\$ 909,071	\$ 936,343	\$ 964,434
COMP TIME	\$ 4,410	\$ 4,542	\$ 4,679	\$ 4,819	\$ 4,963	\$ 5,112
OVERTIME	\$ 1,210	\$ 1,246	\$ 1,284	\$ 1,322	\$ 1,362	\$ 1,403
VACATION/SICK/COMP TIME PAYOFF	\$ 22,061	\$ 22,723	\$ 23,405	\$ 24,107	\$ 24,830	\$ 25,575
DEFERRED COMPENSATION	\$ 4,800	\$ 4,944	\$ 5,092	\$ 5,245	\$ 5,402	\$ 5,565
AUTO ALLOWANCE	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600
Salaries, wages Total	\$ 868,010	\$ 893,942	\$ 920,653	\$ 948,164	\$ 976,501	\$ 1,005,688
PERS MISC. EMPLOYEES	\$ 231,775	\$ 238,728	\$ 245,890	\$ 253,267	\$ 260,865	\$ 268,691
HEALTH	\$ 84,291	\$ 87,663	\$ 91,169	\$ 94,816	\$ 98,609	\$ 102,553
DENTAL	\$ 11,920	\$ 12,397	\$ 12,893	\$ 13,408	\$ 13,945	\$ 14,503
LIFE INSURANCE	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330
VISION	\$ 1,747	\$ 1,817	\$ 1,890	\$ 1,965	\$ 2,044	\$ 2,125
HEALTH CLUB	\$ 620	\$ 620	\$ 620	\$ 620	\$ 620	\$ 620
SOCIAL SECURITY - EMPLOYER	\$ 48,200	\$ 49,646	\$ 51,135	\$ 52,669	\$ 54,250	\$ 55,877
MEDICARE - EMPLOYER	\$ 11,535	\$ 11,881	\$ 12,237	\$ 12,605	\$ 12,983	\$ 13,372
RETIREE HEALTH	\$ 127,632	\$ 127,632	\$ 127,632	\$ 127,632	\$ 127,632	\$ 127,632
RETIREE DENTAL	\$ 13,068	\$ 13,068	\$ 13,068	\$ 13,068	\$ 13,068	\$ 13,068
RETIREMENT HEALTH SAVINGS (RHSA)	\$ 5,984	\$ 6,164	\$ 6,348	\$ 6,539	\$ 6,735	\$ 6,937
Benefits Total	\$ 537,102	\$ 549,945	\$ 563,213	\$ 576,919	\$ 591,079	\$ 605,708
PUBLIC NOTICES	\$ 1,500	\$ 1,545	\$ 1,591	\$ 1,639	\$ 1,688	\$ 1,739
OFFICE SUPPLIES	\$ 7,200	\$ 7,416	\$ 7,638	\$ 7,868	\$ 8,104	\$ 8,347
POSTAGE	\$ 3,500	\$ 3,605	\$ 3,713	\$ 3,825	\$ 3,939	\$ 4,057
SPECIAL DEPARTMENT EXPENSE	\$ 3,000	\$ 3,090	\$ 3,183	\$ 3,278	\$ 3,377	\$ 3,478
DUES & PUBLICATIONS	\$ 22,540	\$ 23,216	\$ 23,913	\$ 24,630	\$ 25,369	\$ 26,130
CONFERENCES & MEETINGS	\$ 7,000	\$ 7,210	\$ 7,426	\$ 7,649	\$ 7,879	\$ 8,115
AUTO EXPENSE	\$ 300	\$ 309	\$ 318	\$ 328	\$ 338	\$ 348
Supplies & Services Total	\$ 45,040	\$ 46,391	\$ 47,783	\$ 49,216	\$ 50,693	\$ 52,214
VEHICLE REPLACEMENT (ISF)	\$ 11,645	\$ 11,994	\$ 12,354	\$ 12,725	\$ 13,107	\$ 13,500
ISF Allocation Total	\$ 11,645	\$ 11,994	\$ 12,354	\$ 12,725	\$ 13,107	\$ 13,500
ELECTION EXPENSE	\$ -	\$ 18,000	\$ -	\$ 19,080	\$ -	\$ 20,225
TRAINING	\$ 5,000	\$ 5,150	\$ 5,305	\$ 5,464	\$ 5,628	\$ 5,796
Supplies & Services Total	\$ 5,000	\$ 23,150	\$ 5,305	\$ 24,544	\$ 5,628	\$ 26,021
PROFESSIONAL CONSULTING SERVICES	\$ 228,800	\$ 235,664	\$ 242,734	\$ 250,016	\$ 257,516	\$ 265,242
Professional & Contract Services Total	\$ 228,800	\$ 235,664	\$ 242,734	\$ 250,016	\$ 257,516	\$ 265,242
FURNITURE	\$ 5,000	\$ 5,150	\$ 5,305	\$ 5,464	\$ 5,628	\$ 5,796
Capital outlay Total	\$ 5,000	\$ 5,150	\$ 5,305	\$ 5,464	\$ 5,628	\$ 5,796
Grand Total	\$1,700,597	\$1,766,237	\$1,797,345	\$1,867,048	\$1,900,151	\$1,974,169

Goals and Objectives for FY 2024-2025

- Economic Development
- Council Support, Calendaring, Elections
- Website content management
- Centralized information management (PIO)
- Records retention

Human Resources

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025- 26 Forecast	FY 2026- 27 Forecast	FY 2027- 28 Forecast	FY 2028- 29 Forecast
FULLTIME STAFF	\$ 155,520	\$ 160,186	\$ 164,991	\$ 169,941	\$ 175,039	\$ 180,290
PARTTIME STAFF	\$ 18,900	\$ 19,467	\$ 20,051	\$ 20,653	\$ 21,272	\$ 21,910
VACATION/SICK/COMP TIME PAYOFF	\$ 5,120	\$ 5,274	\$ 5,432	\$ 5,595	\$ 5,763	\$ 5,935
DEFERRED COMPENSATION	\$ 2,400	\$ 2,472	\$ 2,546	\$ 2,623	\$ 2,701	\$ 2,782
Salaries, wages Total	\$ 181,940	\$ 187,398	\$ 193,020	\$ 198,811	\$ 204,775	\$ 210,918
PERS MISC. EMPLOYEES	\$ 19,049	\$ 19,620	\$ 20,209	\$ 20,815	\$ 21,440	\$ 22,083
HEALTH	\$ 34,400	\$ 35,776	\$ 37,207	\$ 38,695	\$ 40,243	\$ 41,853
DENTAL	\$ 2,394	\$ 2,490	\$ 2,589	\$ 2,693	\$ 2,801	\$ 2,913
LIFE INSURANCE	\$ 66	\$ 66	\$ 66	\$ 66	\$ 66	\$ 66
VISION	\$ 353	\$ 367	\$ 382	\$ 397	\$ 413	\$ 429
HEALTH CLUB	\$ 620	\$ 620	\$ 620	\$ 620	\$ 620	\$ 620
SOCIAL SECURITY - EMPLOYER	\$ 9,338	\$ 9,618	\$ 9,907	\$ 10,204	\$ 10,510	\$ 10,825
MEDICARE - EMPLOYER	\$ 2,178	\$ 2,243	\$ 2,311	\$ 2,380	\$ 2,451	\$ 2,525
RETIREEES HEALTH	\$ 20,948	\$ 20,948	\$ 20,948	\$ 20,948	\$ 20,948	\$ 20,948
RETIREE DENTAL	\$ 5,232	\$ 5,232	\$ 5,232	\$ 5,232	\$ 5,232	\$ 5,232
RETIREMENT HEALTH SAVINGS (RHSA)	\$ 1,958	\$ 2,017	\$ 2,077	\$ 2,140	\$ 2,204	\$ 2,270
Benefits Total	\$ 96,536	\$ 98,998	\$ 101,548	\$ 104,190	\$ 106,928	\$ 109,764
COMPUTER EXPENSES & SERVICES	\$ 10,050	\$ 10,352	\$ 10,662	\$ 10,982	\$ 11,311	\$ 11,651
DUES & PUBLICATIONS	\$ 1,132	\$ 1,166	\$ 1,201	\$ 1,237	\$ 1,274	\$ 1,312
CONFERENCES & MEETINGS	\$ 2,100	\$ 3,500	\$ 3,605	\$ 3,713	\$ 3,825	\$ 3,939
AUTO EXPENSE	\$ 420	\$ 433	\$ 446	\$ 459	\$ 473	\$ 487
PERSONNEL RECRUITMENTS	\$ 20,500	\$ 21,115	\$ 21,748	\$ 22,401	\$ 23,073	\$ 23,765
TRAINING	\$ 2,635	\$ 2,714	\$ 2,795	\$ 2,879	\$ 2,966	\$ 3,055
EMPLOYEE PROGRAMS	\$ 2,945	\$ 3,033	\$ 3,124	\$ 3,218	\$ 3,315	\$ 3,414
Supplies & Services Total	\$ 39,782	\$ 42,312	\$ 43,582	\$ 44,889	\$ 46,236	\$ 47,623
PROFESSIONAL CONSULTING SERVICES	\$ 32,195	\$ 33,161	\$ 34,156	\$ 35,180	\$ 36,236	\$ 37,323
Professional & Contract Services Total	\$ 32,195	\$ 33,161	\$ 34,156	\$ 35,180	\$ 36,236	\$ 37,323
Grand Total	\$ 350,453	\$ 361,869	\$ 372,306	\$ 383,070	\$ 394,174	\$ 405,628

Goals and Objectives for FY 2024-2025

- In collaboration with the Finance Department, research and implement a new software Enterprise Resource Platform that will increase operational efficiency and digitize employee records.
- Conduct an employee engagement survey to identify programs that will increase employee retention.

- Organize wellness events throughout the year to promote employee mental and physical wellness, including Pickle Ball Tournaments and building a gym at Town Hall.
- Utilize NeoGov software to expand recruiting capabilities.

Finance

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025- 26 Forecast	FY 2026- 27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
FULLTIME STAFF	\$ 466,000	\$ 479,980	\$ 494,379	\$ 509,211	\$ 524,487	\$ 540,222
COMP TIME	\$ 2,100	\$ 2,163	\$ 2,228	\$ 2,295	\$ 2,364	\$ 2,434
OVERTIME	\$ 2,100	\$ 2,163	\$ 2,228	\$ 2,295	\$ 2,364	\$ 2,434
VACATION/SICK/COMP TIME PAYOFF	\$ 3,920	\$ 4,038	\$ 4,159	\$ 4,283	\$ 4,412	\$ 4,544
DEFERRED COMPENSATION	\$ 2,400	\$ 2,472	\$ 2,546	\$ 2,623	\$ 2,701	\$ 2,782
Salaries, wages Total	\$ 476,520	\$ 490,816	\$ 505,540	\$ 520,706	\$ 536,327	\$ 552,417
PERS MISC. EMPLOYEES	\$ 41,772	\$ 43,025	\$ 44,316	\$ 45,645	\$ 47,015	\$ 48,425
HEALTH	\$ 72,000	\$ 74,880	\$ 77,875	\$ 80,990	\$ 84,230	\$ 87,599
DENTAL	\$ 4,738	\$ 4,928	\$ 5,125	\$ 5,330	\$ 5,543	\$ 5,765
LIFE INSURANCE	\$ 132	\$ 132	\$ 132	\$ 132	\$ 132	\$ 132
VISION	\$ 648	\$ 674	\$ 701	\$ 729	\$ 758	\$ 788
HEALTH CLUB	\$ 620	\$ 620	\$ 620	\$ 620	\$ 620	\$ 620
SOCIAL SECURITY - EMPLOYER	\$ 12,364	\$ 12,735	\$ 13,117	\$ 13,510	\$ 13,916	\$ 14,333
MEDICARE - EMPLOYER	\$ 2,956	\$ 3,045	\$ 3,136	\$ 3,230	\$ 3,327	\$ 3,427
RETIREEES HEALTH	\$ 31,908	\$ 31,908	\$ 31,908	\$ 31,908	\$ 31,908	\$ 31,908
RETIREE DENTAL	\$ 5,232	\$ 5,232	\$ 5,232	\$ 5,232	\$ 5,232	\$ 5,232
RETIREMENT HEALTH SAVINGS (RHSA)	\$ 2,940	\$ 3,028	\$ 3,119	\$ 3,213	\$ 3,309	\$ 3,408
Benefits Total	\$ 175,310	\$ 180,206	\$ 185,281	\$ 190,539	\$ 195,989	\$ 201,637
COMPUTER EXPENSES & SERVICES	\$ 81,320	\$ 83,760	\$ 86,272	\$ 88,861	\$ 91,526	\$ 94,272
SPECIAL DEPARTMENT EXPENSE	\$ 1,050	\$ 1,082	\$ 1,114	\$ 1,147	\$ 1,182	\$ 1,217
DUES & PUBLICATIONS	\$ 842	\$ 867	\$ 893	\$ 920	\$ 948	\$ 976
CONFERENCES & MEETINGS	\$ 4,725	\$ 4,867	\$ 5,013	\$ 5,163	\$ 5,318	\$ 5,478
TRAINING	\$ 3,150	\$ 3,245	\$ 3,342	\$ 3,442	\$ 3,545	\$ 3,652
Supplies & Services Total	\$ 91,087	\$ 93,820	\$ 96,634	\$ 99,533	\$ 102,519	\$ 105,595
AUDITING - CARDROOM	\$ 50,000	\$ 51,500	\$ 53,045	\$ 54,636	\$ 56,275	\$ 57,964
AUDITING - GENERAL	\$ 48,925	\$ 50,393	\$ 51,905	\$ 53,462	\$ 55,066	\$ 56,717
PROFESSIONAL CONSULTING SERVICES	\$ 50,700	\$ 52,221	\$ 53,788	\$ 55,401	\$ 57,063	\$ 58,775
Professional & Contract Services Total	\$ 149,625	\$ 154,114	\$ 158,737	\$ 163,499	\$ 168,404	\$ 173,456
Grand Total	\$ 892,542	\$ 918,955	\$ 946,192	\$ 974,278	\$ 1,003,240	\$ 1,033,106

Goals and Objectives for FY 2024-2025

- Replace Enterprise Resource Platform (ERP) System, Eden, with new, modernized technology.
- Explore new revenue via altering the Town's Business License Tax.

General Services

The General Services Department is part of the General Government Function, and its main funding source is the General Fund.

The General Services budget includes expenditures shared by all departments, such as the telephone system, cellular telephones, utilities and insurance. This Activity also includes the cost of funding Town-wide communications support (basic cable television) for residents.

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
COMPUTER EXPENSES & SERVICES	\$ 106,300	\$ 106,300	\$ 106,300	\$ 106,300	\$ 106,300	\$ 106,300
SPECIAL DEPARTMENT EXPENSE	\$ 7,900	\$ 7,900	\$ 7,900	\$ 7,900	\$ 7,900	\$ 7,900
COMMUNICATIONS	\$ 37,300	\$ 37,300	\$ 37,300	\$ 37,300	\$ 37,300	\$ 37,300
UTILITIES	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
EQUIPMENT RENTAL	\$ 18,900	\$ 18,900	\$ 18,900	\$ 18,900	\$ 18,900	\$ 18,900
Supplies & Services Total	\$ 250,400	\$ 250,400	\$ 250,400	\$ 250,400	\$ 250,400	\$ 250,400
PROFESSIONAL CONSULTING SERVICES	\$ 5,019	\$ 5,019	\$ 5,019	\$ 5,019	\$ 5,019	\$ 5,019
CITYWIDE COMMUNICATION SUPPORT	\$ 205,000	\$ 205,000	\$ 205,000	\$ 205,000	\$ 205,000	\$ 205,000
Professional & Contract Services Total	\$ 210,019	\$ 210,019	\$ 210,019	\$ 210,019	\$ 210,019	\$ 210,019
LIABILITY INSURANCE	\$ 1,003,000	\$ 1,043,120	\$ 1,084,845	\$ 1,128,239	\$ 1,173,368	\$ 1,220,303
CLAIMS LITIGATIONS	\$ 50,000	\$ 52,000	\$ 54,080	\$ 56,243	\$ 58,493	\$ 60,833
Insurance (Liability / Property) Total	\$ 1,053,000	\$ 1,095,120	\$ 1,138,925	\$ 1,184,482	\$ 1,231,861	\$ 1,281,136
Grand Total	\$ 1,513,419	\$ 1,555,539	\$ 1,599,344	\$ 1,644,901	\$ 1,692,280	\$ 1,741,555

Goals and Objectives for FY 2024-2025

- Townwide Phone System Replacement

Police Administration

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
FULLTIME STAFF	\$ 650,105	\$ 669,608	\$ 689,696	\$ 710,387	\$ 731,699	\$ 753,650
COMP TIME	\$ 10,500	\$ 10,815	\$ 11,139	\$ 11,474	\$ 11,818	\$ 12,172
OVERTIME	\$ 27,300	\$ 28,119	\$ 28,963	\$ 29,831	\$ 30,726	\$ 31,648
HOLIDAY PAY	\$ 17,171	\$ 17,686	\$ 18,217	\$ 18,763	\$ 19,326	\$ 19,906
VACATION/SICK/COMP TIME PAYOFF	\$ 17,122	\$ 17,636	\$ 18,165	\$ 18,710	\$ 19,271	\$ 19,849
DEFERRED COMPENSATION	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,956
CASH IN LIEU - MEDICAL	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250
Salaries, wages Total	\$ 731,448	\$ 753,294	\$ 775,795	\$ 798,972	\$ 822,843	\$ 847,431
PERS MISC. EMPLOYEES	\$ 11,494	\$ 11,839	\$ 12,194	\$ 12,560	\$ 12,937	\$ 13,325
PERS SAFETY EMPLOYEES	\$ 393,912	\$ 405,729	\$ 417,901	\$ 430,438	\$ 443,351	\$ 456,652
HEALTH	\$ 80,883	\$ 84,118	\$ 87,483	\$ 90,982	\$ 94,622	\$ 98,407
DENTAL	\$ 6,936	\$ 7,213	\$ 7,502	\$ 7,802	\$ 8,114	\$ 8,439
LIFE INSURANCE	\$ 265	\$ 265	\$ 265	\$ 265	\$ 265	\$ 265
VISION	\$ 973	\$ 1,012	\$ 1,052	\$ 1,094	\$ 1,138	\$ 1,184
HEALTH CLUB	\$ 1,850	\$ 1,850	\$ 1,850	\$ 1,850	\$ 1,850	\$ 1,850
UNIFORM	\$ 3,076	\$ 3,076	\$ 3,076	\$ 3,076	\$ 3,076	\$ 3,076
SOCIAL SECURITY - EMPLOYER	\$ 41,747	\$ 42,999	\$ 44,289	\$ 45,618	\$ 46,987	\$ 48,396
MEDICARE - EMPLOYER	\$ 9,888	\$ 10,185	\$ 10,490	\$ 10,805	\$ 11,129	\$ 11,463
RETIREEES HEALTH	\$ 127,632	\$ 127,632	\$ 127,632	\$ 127,632	\$ 127,632	\$ 127,632
RETIREE DENTAL	\$ 26,124	\$ 26,124	\$ 26,124	\$ 26,124	\$ 26,124	\$ 26,124
RETIREMENT HEALTH SAVINGS (RHSA)	\$ 4,889	\$ 5,036	\$ 5,187	\$ 5,342	\$ 5,503	\$ 5,668
Benefits Total	\$ 709,669	\$ 727,079	\$ 745,046	\$ 763,589	\$ 782,727	\$ 802,480
POSTAGE	\$ 1,654	\$ 1,704	\$ 1,755	\$ 1,807	\$ 1,862	\$ 1,917
COMPUTER EXPENSES & SERVICES	\$ 125,750	\$ 129,523	\$ 133,408	\$ 137,410	\$ 141,533	\$ 145,779
SPECIAL DEPARTMENT EXPENSE	\$ 9,369	\$ 9,650	\$ 9,940	\$ 10,238	\$ 10,545	\$ 10,861
DUES & PUBLICATIONS	\$ 4,880	\$ 5,026	\$ 5,177	\$ 5,333	\$ 5,492	\$ 5,657
CONFERENCES & MEETINGS	\$ 7,765	\$ 7,998	\$ 8,238	\$ 8,485	\$ 8,740	\$ 9,002
COMMUNICATIONS	\$ 8,000	\$ 8,240	\$ 8,487	\$ 8,742	\$ 9,004	\$ 9,274
Supplies & Services Total	\$ 157,418	\$ 162,141	\$ 167,005	\$ 172,015	\$ 177,175	\$ 182,491
VEHICLE REPLACEMENT (ISF)	\$ 46,951	\$ 46,951	\$ 46,951	\$ 46,951	\$ 46,951	\$ 46,951
ISF Allocation Total	\$ 46,951	\$ 46,951	\$ 46,951	\$ 46,951	\$ 46,951	\$ 46,951
TRAINING	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,956
INNER PERSPECTIVES EXPENSES	\$ 12,000	\$ 12,360	\$ 12,731	\$ 13,113	\$ 13,506	\$ 13,911
INVESTIGATIONS	\$ 25,000	\$ 25,750	\$ 26,523	\$ 27,318	\$ 28,138	\$ 28,982
PROPERTY AND EVIDENCE	\$ 3,070	\$ 3,162	\$ 3,257	\$ 3,355	\$ 3,455	\$ 3,559
Supplies & Services Total	\$ 46,070	\$ 47,452	\$ 48,876	\$ 50,342	\$ 51,852	\$ 53,408
COUNTYWIDE SERVICES CONTRACTS	\$ 117,154	\$ 120,669	\$ 124,289	\$ 128,017	\$ 131,858	\$ 135,814
Professional & Contract Services Total	\$ 117,154	\$ 120,669	\$ 124,289	\$ 128,017	\$ 131,858	\$ 135,814
EQUIPMENT PURCHASES	\$ 1,000	\$ 1,030	\$ 1,061	\$ 1,093	\$ 1,126	\$ 1,159
FURNITURE	\$ 500	\$ 515	\$ 530	\$ 546	\$ 563	\$ 580
Capital outlay Total	\$ 1,500	\$ 1,545	\$ 1,591	\$ 1,639	\$ 1,688	\$ 1,739
Grand Total	\$ 1,810,210	\$ 1,859,130	\$ 1,909,553	\$ 1,961,525	\$ 2,015,095	\$ 2,070,312

Police Patrol

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
FULLTIME STAFF	\$ 2,480,741	\$ 2,555,163	\$ 2,631,818	\$ 2,710,773	\$ 2,792,096	\$ 2,875,859
PARTTIME STAFF	\$ 75,000	\$ 77,250	\$ 79,568	\$ 81,955	\$ 84,413	\$ 86,946
COMP TIME	\$ 45,000	\$ 46,350	\$ 47,741	\$ 49,173	\$ 50,648	\$ 52,167
OVERTIME	\$ 220,500	\$ 227,115	\$ 233,928	\$ 240,946	\$ 248,175	\$ 255,620
HOLIDAY PAY	\$ 140,000	\$ 144,200	\$ 148,526	\$ 152,982	\$ 157,571	\$ 162,298
VACATION/SICK/COMP TIME PAYOFF	\$ 68,930	\$ 70,998	\$ 73,128	\$ 75,322	\$ 77,581	\$ 79,909
DEFERRED COMPENSATION	\$ 18,000	\$ 18,540	\$ 19,096	\$ 19,669	\$ 20,259	\$ 20,867
Salaries, wages Total	\$ 3,048,171	\$ 3,139,616	\$ 3,233,805	\$ 3,330,819	\$ 3,430,743	\$ 3,533,666
PERS SAFETY EMPLOYEES	\$ 1,341,658	\$ 1,381,908	\$ 1,423,365	\$ 1,466,066	\$ 1,510,048	\$ 1,555,349
HEALTH	\$ 317,168	\$ 329,855	\$ 343,049	\$ 356,771	\$ 371,042	\$ 385,883
DENTAL	\$ 40,698	\$ 42,326	\$ 44,019	\$ 45,780	\$ 47,611	\$ 49,515
LIFE INSURANCE	\$ 1,122	\$ 1,122	\$ 1,122	\$ 1,122	\$ 1,122	\$ 1,122
VISION	\$ 5,107	\$ 5,311	\$ 5,524	\$ 5,745	\$ 5,974	\$ 6,213
HEALTH CLUB	\$ 3,550	\$ 3,550	\$ 3,550	\$ 3,550	\$ 3,550	\$ 3,550
UNIFORM	\$ 15,378	\$ 15,378	\$ 15,378	\$ 15,378	\$ 15,378	\$ 15,378
SOCIAL SECURITY - EMPLOYER	\$ 179,949	\$ 185,347	\$ 190,908	\$ 196,635	\$ 202,534	\$ 208,610
MEDICARE - EMPLOYER	\$ 42,154	\$ 43,419	\$ 44,721	\$ 46,063	\$ 47,445	\$ 48,868
RETIREE'S HEALTH	\$ 526,464	\$ 526,464	\$ 526,464	\$ 526,464	\$ 526,464	\$ 526,464
RETIREE DENTAL	\$ 44,436	\$ 44,436	\$ 44,436	\$ 44,436	\$ 44,436	\$ 44,436
RETIREMENT HEALTH SAVINGS (RHSA)	\$ 14,779	\$ 15,222	\$ 15,679	\$ 16,149	\$ 16,634	\$ 17,133
Benefits Total	\$ 2,532,463	\$ 2,594,338	\$ 2,658,215	\$ 2,724,159	\$ 2,792,238	\$ 2,862,523
SPECIAL DEPARTMENT EXPENSE	\$ 25,000	\$ 25,750	\$ 26,523	\$ 27,318	\$ 28,138	\$ 28,982
DUES & PUBLICATIONS	\$ 1,000	\$ 1,030	\$ 1,061	\$ 1,093	\$ 1,126	\$ 1,159
CONFERENCES & MEETINGS	\$ 1,000	\$ 1,030	\$ 1,061	\$ 1,093	\$ 1,126	\$ 1,159
AUTO EXPENSE	\$ 110,000	\$ 113,300	\$ 116,699	\$ 120,200	\$ 123,806	\$ 127,520
Supplies & Services Total	\$ 137,000	\$ 141,110	\$ 145,343	\$ 149,704	\$ 154,195	\$ 158,821
VEHICLE REPLACEMENT (ISF)	\$ 116,073	\$ 116,073	\$ 116,073	\$ 116,073	\$ 116,073	\$ 116,073
ISF Allocation Total	\$ 116,073	\$ 116,073	\$ 116,073	\$ 116,073	\$ 116,073	\$ 116,073
TRAINING	\$ 30,000	\$ 30,900	\$ 31,827	\$ 32,782	\$ 33,765	\$ 34,778
CITATION PROCESSING (BKNG FEE PRE-2012)	\$ 8,000	\$ 8,240	\$ 8,487	\$ 8,742	\$ 9,004	\$ 9,274
INVESTIGATIONS	\$ 2,000	\$ 2,060	\$ 2,122	\$ 2,185	\$ 2,251	\$ 2,319
Supplies & Services Total	\$ 40,000	\$ 41,200	\$ 42,436	\$ 43,709	\$ 45,020	\$ 46,371
Grand Total	\$ 5,873,707	\$ 6,032,337	\$ 6,195,872	\$ 6,364,463	\$ 6,538,269	\$ 6,717,453

Police Dispatch and Communications

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
FULLTIME STAFF	\$ 588,365	\$ 606,016	\$ 624,196	\$ 642,922	\$ 662,210	\$ 682,076
PARTTIME STAFF	\$ 20,000	\$ 20,600	\$ 21,218	\$ 21,855	\$ 22,510	\$ 23,185
COMP TIME	\$ 6,500	\$ 6,695	\$ 6,896	\$ 7,103	\$ 7,316	\$ 7,535
OVERTIME	\$ 32,000	\$ 32,960	\$ 33,949	\$ 34,967	\$ 36,016	\$ 37,097
HOLIDAY PAY	\$ 29,500	\$ 30,385	\$ 31,297	\$ 32,235	\$ 33,203	\$ 34,199
VACATION/SICK/COMP TIME PAYOFF	\$ 13,825	\$ 14,240	\$ 14,667	\$ 15,107	\$ 15,560	\$ 16,027
DEFERRED COMPENSATION	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,956
CAD ADMIN. INCENTIVE PAY	\$ 11,767	\$ 11,767	\$ 11,767	\$ 11,767	\$ 11,767	\$ 11,767
CASH IN LIEU - MEDICAL	\$ 3,125	\$ 3,125	\$ 3,125	\$ 3,125	\$ 3,125	\$ 3,125
Salaries, wages Total	\$ 711,082	\$ 731,968	\$ 753,480	\$ 775,638	\$ 798,460	\$ 821,967
PERS MISC. EMPLOYEES	\$ 116,488	\$ 119,983	\$ 123,582	\$ 127,290	\$ 131,108	\$ 135,042
UNEMPLOYMENT	\$ 103	\$ 103	\$ 103	\$ 103	\$ 103	\$ 103
HEALTH	\$ 100,800	\$ 104,832	\$ 109,025	\$ 113,386	\$ 117,922	\$ 122,639
DENTAL	\$ 11,970	\$ 12,449	\$ 12,947	\$ 13,465	\$ 14,003	\$ 14,563
LIFE INSURANCE	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330	\$ 330
VISION	\$ 1,764	\$ 1,835	\$ 1,908	\$ 1,984	\$ 2,064	\$ 2,146
HEALTH CLUB	\$ 620	\$ 620	\$ 620	\$ 620	\$ 620	\$ 620
UNIFORM	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
SOCIAL SECURITY - EMPLOYER	\$ 39,863	\$ 41,059	\$ 42,291	\$ 43,559	\$ 44,866	\$ 46,212
MEDICARE - EMPLOYER	\$ 9,372	\$ 9,653	\$ 9,943	\$ 10,241	\$ 10,548	\$ 10,865
RETIREE HEALTH	\$ 95,724	\$ 95,724	\$ 95,724	\$ 95,724	\$ 95,724	\$ 95,724
RETIREE DENTAL	\$ 15,684	\$ 15,684	\$ 15,684	\$ 15,684	\$ 15,684	\$ 15,684
RETIREMENT HEALTH SAVINGS (RHSA)	\$ 3,408	\$ 3,510	\$ 3,616	\$ 3,724	\$ 3,836	\$ 3,951
Benefits Total	\$ 400,126	\$ 409,781	\$ 419,772	\$ 430,110	\$ 440,808	\$ 451,878
OFFICE SUPPLIES	\$ 9,000	\$ 9,270	\$ 9,548	\$ 9,835	\$ 10,130	\$ 10,433
COMPUTER EXPENSES & SERVICES	\$ 43,000	\$ 44,290	\$ 45,619	\$ 46,987	\$ 48,397	\$ 49,849
SPECIAL DEPARTMENT EXPENSE	\$ 2,750	\$ 2,833	\$ 2,917	\$ 3,005	\$ 3,095	\$ 3,188
DUES & PUBLICATIONS	\$ 400	\$ 412	\$ 424	\$ 437	\$ 450	\$ 464
CONFERENCES & MEETINGS	\$ 4,000	\$ 4,120	\$ 4,244	\$ 4,371	\$ 4,502	\$ 4,637
COMMUNICATIONS	\$ 30,000	\$ 30,900	\$ 31,827	\$ 32,782	\$ 33,765	\$ 34,778
TRAINING	\$ 6,250	\$ 6,438	\$ 6,631	\$ 6,830	\$ 7,034	\$ 7,245
Supplies & Services Total	\$ 95,400	\$ 98,262	\$ 101,210	\$ 104,246	\$ 107,374	\$ 110,595
EQUIPMENT MAINTENANCE	\$ 57,000	\$ 58,710	\$ 60,471	\$ 62,285	\$ 64,154	\$ 66,079
Professional & Contract Services Total	\$ 57,000	\$ 58,710	\$ 60,471	\$ 62,285	\$ 64,154	\$ 66,079
FURNITURE	\$ 500	\$ 515	\$ 530	\$ 546	\$ 563	\$ 580
Capital outlay Total	\$ 500	\$ 515	\$ 530	\$ 546	\$ 563	\$ 580
Grand Total	\$ 1,264,108	\$ 1,299,236	\$ 1,335,464	\$ 1,372,826	\$ 1,411,358	\$ 1,451,098

Police Grant Benefits

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
VACATION/SICK/COMP TIME PAYOFF	\$ 2,115	\$ 2,178	\$ 2,244	\$ 2,311	\$ 2,380	\$ 2,452
Salaries, wages Total	\$ 2,115	\$ 2,178	\$ 2,244	\$ 2,311	\$ 2,380	\$ 2,452
PERS MISC. EMPLOYEES	\$ 37,286	\$ 38,405	\$ 39,557	\$ 40,743	\$ 41,966	\$ 43,225
RETIREEES HEALTH	\$ 15,948	\$ 15,948	\$ 15,948	\$ 15,948	\$ 15,948	\$ 15,948
RETIREE DENTAL	\$ 2,604	\$ 2,604	\$ 2,604	\$ 2,604	\$ 2,604	\$ 2,604
Benefits Total	\$ 55,838	\$ 56,957	\$ 58,109	\$ 59,295	\$ 60,518	\$ 61,777
Grand Total	\$ 57,953	\$ 59,135	\$ 60,353	\$ 61,607	\$ 62,898	\$ 64,229

Public Works—Administration, Engineering, and Buildings

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025- 26 Forecast	FY 2026- 27 Forecast	FY 2027- 28 Forecast	FY 2028- 29 Forecast
PUBLIC NOTICES	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
SPECIAL DEPARTMENT EXPENSE	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
DUES & PUBLICATIONS	\$ 2,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
CONFERENCES & MEETINGS	\$ 2,000	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Supplies & Services Total	\$ 9,000	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
PROFESSIONAL ENGINEERING SVC-GENERAL	\$ 798,315	\$ 798,315	\$ 798,315	\$ 798,315	\$ 798,315	\$ 798,315
PROFESSIONAL BLDG/INSPECTION SERVICES	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000
PROFESSIONAL CONSULTING SERVICES	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Professional & Contract Services Total	\$ 963,315	\$ 963,315	\$ 963,315	\$ 963,315	\$ 963,315	\$ 963,315
Grand Total	\$ 972,315	\$ 970,815	\$ 970,815	\$ 970,815	\$ 970,815	\$ 970,815

Goals and Objectives for FY 2024-2025

- Sidewalk hazard mitigation
- Urban Tree Management Plan

Planning

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
BANK/CREDIT CARD CHARGES	\$ 6,615	\$ 6,813	\$ 7,018	\$ 7,228	\$ 7,445	\$ 7,669
Supplies & Services Total	\$ 6,615	\$ 6,813	\$ 7,018	\$ 7,228	\$ 7,445	\$ 7,669
GENERAL PLANNING ADMINISTRATIVE SUPPORT	\$ 20,000	\$ 20,000	\$ 20,600	\$ 21,218	\$ 21,855	\$ 22,510
GENERAL PLANNING SERVICES	\$ 275,000	\$ 300,000	\$ 309,000	\$ 318,270	\$ 327,818	\$ 337,653
ADVANCED PLANNING SERVICES	\$ 63,000	\$ 68,000	\$ 70,040	\$ 72,141	\$ 74,305	\$ 76,535
NEIGHBORHOOD SERVICES	\$ 35,175	\$ 36,230	\$ 37,317	\$ 38,437	\$ 39,590	\$ 40,777
SUSTAINABILITY SERVICES	\$ 84,000	\$ 86,520	\$ 89,116	\$ 91,789	\$ 94,543	\$ 97,379
CODE AMENDMENTS AND LEGAL MANDATES	\$ 10,000	\$ 10,000	\$ 10,300	\$ 10,609	\$ 10,927	\$ 11,255
Professional & Contract Services Total	\$ 487,175	\$ 520,750	\$ 536,373	\$ 552,464	\$ 569,038	\$ 586,109
Grand Total	\$ 493,790	\$ 527,564	\$ 543,391	\$ 559,692	\$ 576,483	\$ 593,778

Goals and Objectives for FY 2024-2025

- Land Use
- Development projects that drive Economic Development

Recreation

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
FULLTIME STAFF	\$ 305,535	\$ 314,701	\$ 324,142	\$ 333,866	\$ 343,882	\$ 354,199
PARTTIME STAFF	\$ 199,500	\$ 245,000	\$ 252,350	\$ 259,921	\$ 267,718	\$ 275,750
COMP TIME	\$ 2,100	\$ 2,163	\$ 2,228	\$ 2,295	\$ 2,364	\$ 2,434
OVERTIME	\$ 2,100	\$ 2,163	\$ 2,228	\$ 2,295	\$ 2,364	\$ 2,434
VACATION/SICK/COMP TIME PAYOFF	\$ 6,111	\$ 6,294	\$ 6,483	\$ 6,678	\$ 6,878	\$ 7,084
DEFERRED COMPENSATION	\$ 3,600	\$ 3,708	\$ 3,819	\$ 3,934	\$ 4,052	\$ 4,173
Salaries, wages Total	\$ 518,946	\$ 574,029	\$ 591,250	\$ 608,988	\$ 627,257	\$ 646,075
PERS MISC. EMPLOYEES	\$ 31,439	\$ 32,382	\$ 33,354	\$ 34,354	\$ 35,385	\$ 36,446
UNEMPLOYMENT	\$ 7,700	\$ 7,700	\$ 7,700	\$ 7,700	\$ 7,700	\$ 7,700
HEALTH	\$ 52,200	\$ 54,288	\$ 56,460	\$ 58,718	\$ 61,067	\$ 63,509
DENTAL	\$ 7,182	\$ 7,469	\$ 7,768	\$ 8,079	\$ 8,402	\$ 8,738
LIFE INSURANCE	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
VISION	\$ 1,058	\$ 1,100	\$ 1,144	\$ 1,190	\$ 1,238	\$ 1,287
HEALTH CLUB	\$ 620	\$ 620	\$ 620	\$ 620	\$ 620	\$ 620
SOCIAL SECURITY - EMPLOYER	\$ 31,636	\$ 32,585	\$ 33,563	\$ 34,570	\$ 35,607	\$ 36,675
MEDICARE - EMPLOYER	\$ 6,893	\$ 7,100	\$ 7,313	\$ 7,532	\$ 7,758	\$ 7,991
RETIREE'S HEALTH	\$ 63,816	\$ 63,816	\$ 63,816	\$ 63,816	\$ 63,816	\$ 63,816
RETIREE DENTAL	\$ 2,592	\$ 2,592	\$ 2,592	\$ 2,592	\$ 2,592	\$ 2,592
RETIREMENT HEALTH SAVINGS (RHSA)	\$ 4,583	\$ 4,720	\$ 4,862	\$ 5,008	\$ 5,158	\$ 5,313
Benefits Total	\$ 209,919	\$ 214,573	\$ 219,391	\$ 224,379	\$ 229,542	\$ 234,888
OFFICE SUPPLIES	\$ 3,500	\$ 3,605	\$ 3,713	\$ 3,825	\$ 3,939	\$ 4,057
POSTAGE	\$ 5,500	\$ 5,665	\$ 5,835	\$ 6,010	\$ 6,190	\$ 6,376
COMPUTER EXPENSES & SERVICES	\$ 6,500	\$ 6,695	\$ 6,896	\$ 7,103	\$ 7,316	\$ 7,535
SPECIAL DEPARTMENT EXPENSE	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,956
PRINTING	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,956
DUES & PUBLICATIONS	\$ 2,500	\$ 2,700	\$ 2,781	\$ 2,864	\$ 2,950	\$ 3,039
BANK/CREDIT CARD CHARGES	\$ 5,800	\$ 5,974	\$ 6,153	\$ 6,338	\$ 6,528	\$ 6,724
CONFERENCES & MEETINGS	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,956
COMMUNICATIONS	\$ 7,500	\$ 7,725	\$ 7,957	\$ 8,195	\$ 8,441	\$ 8,695
AUTO EXPENSE	\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814	\$ 2,898
EQUIPMENT RENTAL	\$ 7,500	\$ 7,725	\$ 7,957	\$ 8,195	\$ 8,441	\$ 8,695
EQUIPMENT MAINTENANCE	\$ 80	\$ 82	\$ 85	\$ 87	\$ 90	\$ 93
Supplies & Services Total	\$ 59,380	\$ 61,286	\$ 63,125	\$ 65,019	\$ 66,969	\$ 68,978
VEHICLE REPLACEMENT (ISF)	\$ 13,475	\$ 13,879	\$ 14,296	\$ 14,724	\$ 15,166	\$ 15,621
ISF Allocation Total	\$ 13,475	\$ 13,879	\$ 14,296	\$ 14,724	\$ 15,166	\$ 15,621

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
TUITION REIMBURSEMENT	\$ 1,000	\$ 1,030	\$ 1,061	\$ 1,093	\$ 1,126	\$ 1,159
COMMUNITY SERVICES	\$ 27,500	\$ 32,500	\$ 33,475	\$ 34,479	\$ 35,514	\$ 36,579
PICNIC	\$ 20,000	\$ 25,000	\$ 25,750	\$ 26,523	\$ 27,318	\$ 28,138
HOLIDAY EVENTS	\$ 38,000	\$ 45,900	\$ 47,277	\$ 48,695	\$ 50,156	\$ 51,661
DAY CAMP	\$ 28,000	\$ 28,840	\$ 29,705	\$ 30,596	\$ 31,514	\$ 32,460
CULTURAL EVENTS	\$ 3,500	\$ 4,000	\$ 4,120	\$ 4,244	\$ 4,371	\$ 4,502
SPORTING EVENTS	\$ 2,000	\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814
TEEN EVENTS	\$ 7,000	\$ 7,210	\$ 7,426	\$ 7,649	\$ 7,879	\$ 8,115
CHILDREN EVENTS	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,956
CONVALESCENT HOLIDAY PROGRAM	\$ 108	\$ 111	\$ 115	\$ 118	\$ 122	\$ 125
RECREATION PROGRAMS	\$ 65,000	\$ 66,950	\$ 68,959	\$ 71,027	\$ 73,158	\$ 75,353
Supplies & Services Total	\$ 198,108	\$ 220,221	\$ 226,828	\$ 233,633	\$ 240,642	\$ 247,861
PROFESSIONAL CONSULTING SERVICES	\$ 60,000	\$ 61,800	\$ 63,654	\$ 65,564	\$ 67,531	\$ 69,556
Professional & Contract Services Total	\$ 60,000	\$ 61,800	\$ 63,654	\$ 65,564	\$ 67,531	\$ 69,556
EQUIPMENT PURCHASES	\$ 10,000	\$ 10,300	\$ 10,609	\$ 10,927	\$ 11,255	\$ 11,593
Capital outlay Total	\$ 10,000	\$ 10,300	\$ 10,609	\$ 10,927	\$ 11,255	\$ 11,593
Grand Total	\$ 1,069,828	\$ 1,156,089	\$ 1,189,153	\$ 1,223,233	\$ 1,258,362	\$ 1,294,572

Goals and Objectives for FY 2024-2025

- Enhance Social Media and Marketing
- “Colma Beyond Borders” Concept
- Grow, expand, enhance all programs, classes, and events
- Mentorship and Coaching with Recreation Consultant
- Community Partnerships for new Recreational Opportunities

Facility Operations

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025- 26 Forecast	FY 2026- 27 Forecast	FY 2027- 28 Forecast	FY 2028- 29 Forecast
TELEPHONE/INTERNET SERVICES	\$ 20,475	\$ 20,475	\$ 20,475	\$ 20,475	\$ 20,475	\$ 20,475
GAS AND ELECTRICITY	\$ 65,350	\$ 65,350	\$ 65,350	\$ 65,350	\$ 65,350	\$ 65,350
WATER	\$ 7,560	\$ 7,560	\$ 7,560	\$ 7,560	\$ 7,560	\$ 7,560
SUPPLIES	\$ 1,341	\$ 1,341	\$ 1,341	\$ 1,341	\$ 1,341	\$ 1,341
JANITORIAL SERVICES	\$ 39,900	\$ 39,900	\$ 39,900	\$ 39,900	\$ 39,900	\$ 39,900
LANDSCAPING	\$ 23,814	\$ 23,814	\$ 23,814	\$ 23,814	\$ 23,814	\$ 23,814
PEST CONTROL	\$ 1,680	\$ 1,680	\$ 1,680	\$ 1,680	\$ 1,680	\$ 1,680
SECURITY SYSTEM	\$ 6,750	\$ 6,750	\$ 6,750	\$ 6,750	\$ 6,750	\$ 6,750
HEAT, VENTILATION, & AIR CONDITIONING	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
BLDG. INTERIOR MAINTENANCE & REPAIR	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
BLDG. EXTERIOR MAINTENANCE & REPAIR	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500
Facility Ops - Town Hall Total	\$ 200,370	\$ 200,370	\$200,370	\$200,370	\$200,370	\$200,370
GAS AND ELECTRICITY	\$ 3,675	\$ 3,859	\$ 3,975	\$ 4,094	\$ 4,217	\$ 4,343
WATER	\$ 7,245	\$ 7,607	\$ 7,835	\$ 8,071	\$ 8,313	\$ 8,562
SUPPLIES	\$ 11,550	\$ 11,897	\$ 12,253	\$ 12,621	\$ 13,000	\$ 13,390
JANITORIAL SERVICES	\$ 22,050	\$ 23,153	\$ 23,847	\$ 24,562	\$ 25,299	\$ 26,058
LANDSCAPING	\$ 26,460	\$ 27,783	\$ 28,616	\$ 29,475	\$ 30,359	\$ 31,270
PEST CONTROL	\$ 1,365	\$ 1,433	\$ 1,476	\$ 1,521	\$ 1,566	\$ 1,613
SECURITY SYSTEM	\$ 5,250	\$ 5,513	\$ 5,678	\$ 5,848	\$ 6,024	\$ 6,204
HEAT, VENTILATION, & AIR CONDITIONING	\$ 15,000	\$ 2,000	\$ 2,060	\$ 2,122	\$ 2,185	\$ 2,251
BLDG. INTERIOR MAINTENANCE & REPAIR	\$ 5,000	\$ 5,000	\$ 5,150	\$ 5,305	\$ 5,464	\$ 5,628
BLDG. EXTERIOR MAINTENANCE & REPAIR	\$ 30,000	\$ 35,000	\$ 30,900	\$ 31,827	\$ 32,782	\$ 33,765
Facility Ops - Sterling Park Total	\$ 127,595	\$ 123,244	\$121,791	\$125,445	\$129,208	\$133,084
GAS AND ELECTRICITY	\$ 500	\$ 525	\$ 541	\$ 557	\$ 574	\$ 591
WATER	\$ 11,550	\$ 12,128	\$ 12,491	\$ 12,866	\$ 13,252	\$ 13,650
SUPPLIES	\$ 1,700	\$ 1,785	\$ 1,839	\$ 1,894	\$ 1,951	\$ 2,009
JANITORIAL SERVICES	\$ 3,255	\$ 3,418	\$ 3,520	\$ 3,626	\$ 3,735	\$ 3,847
LANDSCAPING	\$ 15,876	\$ 16,670	\$ 17,170	\$ 17,685	\$ 18,216	\$ 18,762
PEST CONTROL	\$ 1,995	\$ 2,095	\$ 2,158	\$ 2,222	\$ 2,289	\$ 2,358
SECURITY SYSTEM	\$ 6,458	\$ 6,781	\$ 6,984	\$ 7,194	\$ 7,410	\$ 7,632
HEAT, VENTILATION, & AIR CONDITIONING	\$ 5,000	\$ 5,000	\$ 5,150	\$ 5,305	\$ 5,464	\$ 5,628
BLDG. INTERIOR MAINTENANCE & REPAIR	\$ 5,000	\$ 5,000	\$ 5,150	\$ 5,305	\$ 5,464	\$ 5,628
BLDG. EXTERIOR MAINTENANCE & REPAIR	\$ 10,000	\$ 10,000	\$ 10,300	\$ 10,609	\$ 10,927	\$ 11,255
Facility Ops - Museum Total	\$ 61,334	\$ 63,401	\$ 65,303	\$ 67,262	\$ 69,280	\$ 71,358

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025- 26 Forecast	FY 2026- 27 Forecast	FY 2027- 28 Forecast	FY 2028- 29 Forecast
GAS AND ELECTRICITY	\$ 27,011	\$ 28,362	\$ 29,212	\$ 30,089	\$ 30,991	\$ 31,921
WATER	\$ 4,200	\$ 4,410	\$ 4,542	\$ 4,679	\$ 4,819	\$ 4,963
SUPPLIES	\$ 19,500	\$ 20,475	\$ 21,089	\$ 21,722	\$ 22,374	\$ 23,045
JANITORIAL SERVICES	\$ 35,700	\$ 37,485	\$ 38,610	\$ 39,768	\$ 40,961	\$ 42,190
LANDSCAPING	\$ 5,500	\$ 5,775	\$ 5,948	\$ 6,127	\$ 6,310	\$ 6,500
PEST CONTROL	\$ 3,465	\$ 3,638	\$ 3,747	\$ 3,860	\$ 3,976	\$ 4,095
SECURITY SYSTEM	\$ 7,770	\$ 8,159	\$ 8,403	\$ 8,655	\$ 8,915	\$ 9,182
HEAT, VENTILATION, & AIR CONDITIONING	\$ 10,000	\$ 10,500	\$ 10,815	\$ 11,139	\$ 11,474	\$ 11,818
BLDG. INTERIOR MAINTENANCE & REPAIR	\$ 32,000	\$ 32,000	\$ 32,960	\$ 33,949	\$ 34,967	\$ 36,016
BLDG. EXTERIOR MAINTENANCE & REPAIR	\$ 6,000	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753
Facility Ops - Community Center Total	\$ 151,146	\$ 156,803	\$ 161,507	\$ 166,353	\$ 171,343	\$ 176,483
TELEPHONE/INTERNET SERVICES	\$ 5,198	\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814
GAS AND ELECTRICITY	\$ 58,275	\$ 61,189	\$ 63,024	\$ 64,915	\$ 66,863	\$ 68,868
WATER	\$ 9,975	\$ 10,474	\$ 10,788	\$ 11,112	\$ 11,445	\$ 11,788
SUPPLIES	\$ 7,000	\$ 7,350	\$ 7,571	\$ 7,798	\$ 8,032	\$ 8,272
JANITORIAL SERVICES	\$ 38,808	\$ 40,748	\$ 41,971	\$ 43,230	\$ 44,527	\$ 45,863
LANDSCAPING	\$ 23,153	\$ 24,311	\$ 25,040	\$ 25,791	\$ 26,565	\$ 27,362
PEST CONTROL	\$ 2,625	\$ 2,756	\$ 2,839	\$ 2,924	\$ 3,012	\$ 3,102
SECURITY SYSTEM	\$ 2,100	\$ 2,205	\$ 2,271	\$ 2,339	\$ 2,409	\$ 2,482
HEAT, VENTILATION, & AIR CONDITIONING	\$ 16,538	\$ 25,000	\$ 25,750	\$ 26,523	\$ 27,318	\$ 28,138
BLDG. INTERIOR MAINTENANCE & REPAIR	\$ 36,900	\$ 20,000	\$ 20,600	\$ 21,218	\$ 21,855	\$ 22,510
BLDG. EXTERIOR MAINTENANCE & REPAIR	\$ 12,500	\$ 12,500	\$ 12,875	\$ 13,261	\$ 13,659	\$ 14,069
Facility Ops - Police Station Total	\$ 213,072	\$ 209,033	\$ 215,304	\$ 221,763	\$ 228,416	\$ 235,268
TELEPHONE/INTERNET SERVICES	\$ 1,654	\$ 1,737	\$ 1,789	\$ 1,842	\$ 1,898	\$ 1,955
GAS AND ELECTRICITY	\$ 3,623	\$ 4,450	\$ 4,584	\$ 4,721	\$ 4,863	\$ 5,009
WATER	\$ 3,780	\$ 3,780	\$ 3,893	\$ 4,010	\$ 4,131	\$ 4,254
SUPPLIES	\$ 1,000	\$ 1,000	\$ 1,030	\$ 1,061	\$ 1,093	\$ 1,126
JANITORIAL SERVICES	\$ 9,261	\$ 9,724	\$ 10,016	\$ 10,316	\$ 10,626	\$ 10,945
LANDSCAPING	\$ 4,095	\$ 4,300	\$ 4,429	\$ 4,562	\$ 4,698	\$ 4,839
PEST CONTROL	\$ 1,260	\$ 1,323	\$ 1,363	\$ 1,404	\$ 1,446	\$ 1,489
HEAT, VENTILATION, & AIR CONDITIONING	\$ 500	\$ 500	\$ 515	\$ 530	\$ 546	\$ 563
BLDG. INTERIOR MAINTENANCE & REPAIR	\$ 14,500	\$ 14,500	\$ 14,935	\$ 15,383	\$ 15,845	\$ 16,320
BLDG. EXTERIOR MAINTENANCE & REPAIR	\$ 2,500	\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814
Facility Ops - Corp Yard Total	\$ 42,173	\$ 43,814	\$ 45,128	\$ 46,482	\$ 47,876	\$ 49,312

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025- 26 Forecast	FY 2026- 27 Forecast	FY 2027- 28 Forecast	FY 2028- 29 Forecast
WATER	\$ 1,575	\$ 1,654	\$ 1,703	\$ 1,754	\$ 1,807	\$ 1,861
LANDSCAPING	\$ 3,990	\$ 4,190	\$ 4,315	\$ 4,445	\$ 4,578	\$ 4,715
PEST CONTROL	\$ 600	\$ 630	\$ 649	\$ 668	\$ 688	\$ 709
BLDG. EXTERIOR MAINTENANCE & REPAIR	\$ 1,500	\$ 1,500	\$ 1,545	\$ 1,591	\$ 1,639	\$ 1,688
Facility Ops - Bark Park Total	\$ 7,665	\$ 7,973	\$ 8,212	\$ 8,459	\$ 8,713	\$ 8,974
SUPPLIES	\$ 650	\$ 650	\$ 670	\$ 690	\$ 710	\$ 732
MISCELLANEOUS MAINTENANCE	\$ 3,120	\$ 3,276	\$ 3,374	\$ 3,476	\$ 3,580	\$ 3,687
Facility Ops - Gun Range Total	\$ 3,770	\$ 3,926	\$ 4,044	\$ 4,165	\$ 4,290	\$ 4,419
Grand Total	<u>\$ 807,125</u>	<u>\$ 808,563</u>	<u>\$821,659</u>	<u>\$840,298</u>	<u>\$859,496</u>	<u>\$879,269</u>

Goals and Objectives for FY 2024-2025

- Commissioning building management systems to their optimal performance.
- Facility Security Enhancements



Public Works Sewer Maintenance

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast
FULLTIME STAFF	\$ 347,595	\$ 358,023	\$ 368,764	\$ 379,826	\$ 391,221	\$ 402,958
PARTTIME STAFF	\$ 1,040	\$ 1,071	\$ 1,103	\$ 1,136	\$ 1,171	\$ 1,206
COMP TIME	\$ 420	\$ 433	\$ 446	\$ 459	\$ 473	\$ 487
OVERTIME	\$ 7,000	\$ 7,210	\$ 7,426	\$ 7,649	\$ 7,879	\$ 8,115
VACATION/SICK/COMP TIME PAYOFF	\$ 13,415	\$ 13,817	\$ 14,232	\$ 14,659	\$ 15,099	\$ 15,552
DEFERRED COMPENSATION	\$ 3,600	\$ 3,708	\$ 3,819	\$ 3,934	\$ 4,052	\$ 4,173
Salaries, wages Total	\$ 373,070	\$ 384,262	\$ 395,790	\$ 407,664	\$ 419,894	\$ 432,490
PERS MISC. EMPLOYEES	\$ 175,116	\$ 180,369	\$ 185,781	\$ 191,354	\$ 197,095	\$ 203,007
HEALTH	\$ 89,400	\$ 92,976	\$ 96,695	\$ 100,563	\$ 104,585	\$ 108,769
DENTAL	\$ 7,182	\$ 7,469	\$ 7,768	\$ 8,079	\$ 8,402	\$ 8,738
LIFE INSURANCE	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
VISION	\$ 1,058	\$ 1,100	\$ 1,144	\$ 1,190	\$ 1,238	\$ 1,287
HEALTH CLUB	\$ 620	\$ 620	\$ 620	\$ 620	\$ 620	\$ 620
SOCIAL SECURITY - EMPLOYER	\$ 21,234	\$ 21,871	\$ 22,527	\$ 23,203	\$ 23,899	\$ 24,616
MEDICARE - EMPLOYER	\$ 5,081	\$ 5,233	\$ 5,390	\$ 5,552	\$ 5,719	\$ 5,890
RETIREEES HEALTH	\$ 47,856	\$ 47,856	\$ 47,856	\$ 47,856	\$ 47,856	\$ 47,856
RETIREE DENTAL	\$ 7,836	\$ 7,836	\$ 7,836	\$ 7,836	\$ 7,836	\$ 7,836
Benefits Total	\$ 355,583	\$ 365,532	\$ 375,818	\$ 386,453	\$ 397,449	\$ 408,820
COMPUTER EXPENSES & SERVICES	\$ 15,000	\$ 10,000	\$ 10,300	\$ 10,609	\$ 10,927	\$ 11,255
SPECIAL DEPARTMENT EXPENSE	\$ 16,500	\$ 16,995	\$ 17,505	\$ 18,030	\$ 18,571	\$ 19,128
CONFERENCES & MEETINGS	\$ 500	\$ 515	\$ 530	\$ 546	\$ 563	\$ 580
Supplies & Services Total	\$ 32,000	\$ 27,510	\$ 28,335	\$ 29,185	\$ 30,061	\$ 30,963
VEHICLE REPLACEMENT (ISF)	\$ 61,856	\$ 63,712	\$ 65,623	\$ 67,592	\$ 69,619	\$ 71,708
ISF Allocation Total	\$ 61,856	\$ 63,712	\$ 65,623	\$ 67,592	\$ 69,619	\$ 71,708
TRAINING	\$ 300	\$ 300	\$ 309	\$ 318	\$ 328	\$ 338
Supplies & Services Total	\$ 300	\$ 300	\$ 309	\$ 318	\$ 328	\$ 338
EQUIPMENT MAINTENANCE	\$ 26,000	\$ 26,780	\$ 27,583	\$ 28,411	\$ 29,263	\$ 30,141
LANDSCAPE MAINTENANCE	\$ 208,300	\$ 214,549	\$ 220,985	\$ 227,615	\$ 234,443	\$ 241,477
STREETS & SIDEWALKS	\$ 96,100	\$ 98,983	\$ 101,952	\$ 105,011	\$ 108,161	\$ 111,406
ROADWAY WEED & LITTER CONTROL	\$ 7,500	\$ 7,725	\$ 7,957	\$ 8,195	\$ 8,441	\$ 8,695
STREET SIGNS & PAVEMENT MARKINGS	\$ 90,000	\$ 90,000	\$ 92,700	\$ 95,481	\$ 98,345	\$ 101,296
TRAFFIC SIGNALS & STREET LIGHTS	\$ 30,000	\$ 30,000	\$ 30,900	\$ 31,827	\$ 32,782	\$ 33,765
DRAINAGE & FLOOD CONTROL	\$ 92,100	\$ 92,100	\$ 94,863	\$ 97,709	\$ 100,640	\$ 103,659
OTHER MAINTENANCE	\$ 2,252	\$ 2,320	\$ 2,389	\$ 2,461	\$ 2,535	\$ 2,611
Professional & Contract Services Total	\$ 552,252	\$ 562,457	\$ 579,330	\$ 596,710	\$ 614,611	\$ 633,050
EQUIPMENT PURCHASES	\$ 10,000	\$ 10,000	\$ 10,300	\$ 10,609	\$ 10,927	\$ 11,255
Capital outlay Total	\$ 10,000	\$ 10,000	\$ 10,300	\$ 10,609	\$ 10,927	\$ 11,255
Grand Total	\$1,385,061	\$1,413,772	\$1,455,505	\$1,498,531	\$1,542,890	\$1,588,623



Capital Projects



Solid Waste Franchise Agreement Update- New Project

In 2016 the granted a Franchise Agreement to Allied Waste Services of North America, LLC (“Republic Services”) for recyclables, organic waste, and garbage collection and processing services within the Town of Colma. The term of the Franchise Agreement is for 10 years. In 2026, the Town will either have to go out to Request for Proposals (RFP) for a new Waste Hauler or renegotiate a new agreement with terms and conditions. Over the past 10 years new mandates and sustainable practices have been imposed upon municipalities up and down the State. The work in either amending the existing agreement or if the City Council chooses to go to RFP will be to identify those changes, rewrite the agreement and hold public outreach meetings. This work will need to be completed by the end of the 2025 so that the next step in securing our next Waste Haulers Franchise Agreement can meet an August of 2026 date, when our current agreement is to expire. Cost recovery may be amortized into the annual franchise fees thar are paid back to the Town.

Budget: \$50,000 FY 2024-25 – General Fund

Colma Creek Channel Trash Capture Device-New Project

The Colma Creek Trash Capture Project will install a full trash-capture device in the Colma Creek Flood Control Channel near the southerly border of the Town of Colma. The watershed treated by the device includes portions of the Town of Colma, the City of Daly City, the City of South San Francisco, portions of unincorporated areas in the County of San Mateo and San Mateo Flood Control and Sea Level Rise Resiliency District (OneShoreline). These five agencies would receive trash reduction credit toward State-required reduction goals for trash discharge from storm drains. Other stakeholders include the San Francisco Bay Area Rapid Transit District (BART), the County of San Mateo Flood Control and Sea Level Rise Resiliency District (OneShoreline), and the San Mateo Countywide Water Pollution Prevention Program (SMCWPPP).

Budget: \$7.04 Million DY 2024-25 – Funded by CalTrans SHOPP Funds

Financial Software Replacement

The Town of Colma currently uses Eden Software provided by Tyler Technologies to record, manage and track all the City’s revenues, expenditures, and financial transactions. In March of 2022, the Town was notified by Tyler Technologies that the Eden Software will be retired by March 1, 2027. Therefore, the Town will need to replace our Software System prior to that date.

Budget \$500,000 FY 2024-25 – General Fund

Storm Drain System Assessment and Mapping Phase II

The project will review and analyze the Town's 11 miles of the Storm Drain System. The process will begin with starting to assess the current Storm Drainage system by way of internally videotaping the system in its current State. The video will provide several insights; it will unveil any needed repairs and unrecorded blind or illegal connections. The videotaping equipment used to view the interior of the storm drain lines will also have the capabilities of recording the data and allowing the data to be mapped in the Town's Geographical Information System (GIS). The findings that come through the videotaping process will allow staff to budget for repairs or enhancements to the storm drain system. The project is broken down into three phases. The 2025-26 annual CIP will be focused on Phase Three of the three phases.

Budget: \$70,000 FY 2024-25 – General Fund

\$70,000 FY 2025-26 – General Fund

Town IT Infrastructure Upgrades

The ongoing maintenance of computers, as well as the Town's backbone network, requires periodic upgrades to ensure that operations continue. Staff has estimated the cost of FY 2024-25 higher due to the Police needing a complete replacement of its computer hardware. The project includes:

- Replacement of desktop computers and other equipment.
- Technology needs in the Town Hall facility and other Town-owned facilities
- Update software
- Update and upgrade servers, switches and routers

Budget: \$100,000 FY 2024-25 – General Fund

\$ 55,000 FY 2025-26 - General Fund

\$ 55,0000 FY 2026-27 - General Fund

\$ 55,000 FY 2027-28 - General Fund

\$ 55,000 FY 2028-29 - General Fund

Sterling Park Recreation Center -New Furnace

The existing gas furnace at the Sterling Park Recreation Center is nearing 30 years in age. The current furnace has been less than efficient over the last several years and maintenance costs have risen. The new gas furnace will have to comply with the current 2022 Building Code and meet all of the States Green Building mandates. Costs for the new furnace will be inclusive of new equipment, associated sheet metal work, any required sub trades, and all labor costs.

Budget: \$25,000 FY 2024-25 – General Fund

Facility Security

Security enhancements throughout Town facilities are necessary and will not only aid in overall security but provide better functionality and operation for staff. Modernized access controls, like that of the newly opened Town Hall, will be integrated at the Colma Community Center, Sterling Park Community Center and Restrooms, and the Public Works Corporation Yard. Systematically, the Town will be moving away from hard, physical keys where possible and utilizing the RFID scan card system that will also act as an employee's ID badge. This will allow the systems administrator to authorize certain levels of access to each employee profile and deactivate such access immediately upon separation from the Town. These digitized access controls also offer greater data available for who has accessed which space and could be beneficial for contact tracing efforts, if needed. In addition to access controls, The Colma Community Center needs physical modifications to their recreation services counter. The current counter lacks appropriate safety barriers for employees. The changes would include a new reception desk, integrated with a locked door and full sliding services window glazing system. The changes will make a secure employee space equipped with four (4) fully functioning workstations delineated from the public lobby.

Budget: \$200,000 FY 2024-25 – General Fund

Community Center Painting

The work will include minor repairs and stucco crack sealing, painting of the exterior, re-staining of the back deck, painting of miscellaneous iron work, guard and handrails.

Budget \$100,000 FY 2026-27 – General Fund

Corp Yard Car Wash

Under the Town of Colma's Municipal Regional Permit (a State permit to discharge Storm Water), it is required that municipalities provide washdown facilities for various pieces of equipment. Currently, the Public Works department follows the State Stormwater mandates but the effort to stay in compliance is a tedious and time-consuming effort. A washdown station will be constructed on site in the Corporation yard, the drive-in wash area would have a roof over the washdown area and floor drains that are connected to a clarifier (prevents oil and grease to flow into the sanitary system), allowing the gray water from the washdown area to enter the sanitary sewer system. This project increased by \$50,000 from the previous CIP due to escalating costs in labor and materials.

Budget: \$220,000 FY 2025-26 - General Fund.

HVAC System Replacement at PD

The HVAC system at the Colma Police Station is showing signs of failure due to exposure from the weather, quality of the equipment and everyday normal use, (because the Department is open 24 hours, some of the units are used continuously). The other issue that will face the Department is the current HVAC system uses R-22 refrigerant. Production of R-22 refrigerant will not be manufactured after 2020 due to its harmful effects to the environment. The project will be broken into two phases, phase one plan and specification, phase two construction.

Budget: \$1,250,000 FY 2027-28 – General Fund

Solar Panel Backup Install at CCC

The construction carport solar array is programed to be completed in Summer/Fall of 2024. To gain full advantage of capturing solar power, a battery backup system is essential in providing power to the Colma Community Center Facility 24/7 and during power outages. The project would include preliminary engineering, building modifications to harbor the bank of batteries and equipment purchase and installation.

Budget: \$300,000 – FY 2026-27 – General Fund

Phone System Upgrade

The Town of Colma is seeking proposals to migrate its on premise phone system to a cloud hosted solution. The Town envisions this project as central in our efforts to adapt to and accommodate evolving working environments. This project will also allow the Town to leverage the flexibility and resiliency of a cloud-based infrastructure to better deliver services to our community.

Successful implementation will enable Town staff to retain all features it currently deploys with our existing phone system, while adding modernized tools for remote accessibility, unified communications, and secure system administration.

This project will be implemented in a phased Request for Proposals approach. An internal study will be conducted as part of this project, wherein stakeholders from all affected departments will assist in identifying key features necessary or desired for a future phone system. The proposal, vendor selection, and implementation phase will be overseen by a designated Town project manager.

Budget: \$250,000 FY 2025-26 - General Fund

Sign Board

The programmed area to install an electronic message sign board is above the Colma Police Department. The purpose of the sign is to promote Town sponsored events or celebrations. The proposed signage would replace the current plywood signage and allow the sponsor to be creative in how they would like to advertise or promote their event. The programming of the sign could also be done remotely and like most of the newer electronic signage you can program the sign to promote several events at the same time. The approximate size of the sign would be 5' foot by 10' foot in size.

Budget to design, purchase and install \$150,000 FY 2025-26 - General Fund

Zone Code Amendment:

After approval of the Town's Zone Code, it has been determined to update the Sign Ordinance and consolidate it into the Zoning Code. The updating Sign Ordinance includes all commercial districts, cemeteries, Town's Right of Way and wayfinding signage.

Budget: \$25,000 FY 2024-25 - General Fund

Serramonte Boulevard Phase 1- (formally Collins Avenue widening)

Phase 1A

The first phase of this project is centered on Serramonte Boulevard from Junipero Serra Boulevard to El Camino Real and the removal of the slip lane between Serramonte Boulevard and Collins Avenue. The project would incorporate various amenities such as signaling the Serra Center Entrance on Serramonte Boulevard, installation of two high visibility crosswalks, continuous bicycle paths on both side of the roadway, lane reduction on both directions with a center turn lane in the middle of the roadway bio retention buffering the bicycle pathways and various other enhancements. City Council wanted to see how the roadway would function with the inclusion of all the various improvements. The Quick Build will simulate what these changes through various methods such as resurfacing the roadway to erase the current lane configuration, enhanced striping and vertical delineation to delineate bicycle paths and roadway bio-retention areas. The quick build is programmed to stay in place for approximately 2 years. Staff will monitor the quick build changes and make needed improvements when we go to construct the final roadway improvements. This process will allow the City Council, staff, and community to evaluate the improvements and make changes to the permanent solution. Once Phase 1 is constructed and completed, Phase 2, the final build out of this portion of Serramonte Boulevard will take place. Project plans and specifications for Phase 1 are estimated to be completed in the July 2024 timeframe. Initial estimates on the construction of the project have escalated in cost from the original estimates several years ago.

Additional Budget \$500,000 FY 2024-25 – General Fund

Annual Roadway Rehabilitation

Will start assembling plans and specifications for the Colma Boulevard and 400 Block of Serramonte Boulevard minor roadway repairs and surface treatment. This project was originally programed for FY 2023-24, the project was reprogrammed for FY 2024-25. The budget for this project is \$25,000 higher than anticipated due to an increase in oil prices and the cost of labor. Future years are budgeted at \$225,000.

Budget: \$250,000 FY 2024-25 – General Fund

\$225,000 FY 2025-26 - General Fund

\$225,000 FY 2026-27 - General Fund

\$225,000 FY 2027-28 - General Fund

\$225,000 FY 2028-29 - General Fund



STAFF REPORT

TO: Mayor and Members of the City Council
FROM: Brad Donohue, Director of Public Works
Abdulkader Hashem, Senior Project Manager
VIA: Daniel Barros, City Manager
MEETING DATE: June 26, 2024
SUBJECT: Approval of Engineer's Report of Sanitary Sewer Service Charges for Fiscal Year 2024-25

RECOMMENDATION

Staff recommends that the City Council adopt the following:

RESOLUTION OVERRULING PROTESTS TO AND ADOPTING ENGINEER'S REPORT ON SEWER SERVICE CHARGES FOR FISCAL YEAR 2024-25, DIRECTING THE CITY ENGINEER TO FILE A COPY OF THE ENGINEER'S REPORT WITH THE SAN MATEO COUNTY TAX COLLECTOR, AND AUTHORIZING THE COUNTY TAX COLLECTOR TO PLACE THE CHARGES ON THE PROPERTY TAX ROLL PURSUANT TO CEQA GUIDELINE 15301 AND 15378

EXECUTIVE SUMMARY

In order to place the sewer service charges charged by the Town of Colma on the property tax roll for collection by the San Mateo County tax collector, the City Engineer must prepare a written report (the "Engineer's Report") describing each parcel of real property receiving such sewer services, and the amount of the charge for each parcel for the subject year. This public hearing is to consider any protests to the Engineer's Report for FY 2024-25. For protests to be considered, protests must be submitted prior to the close of the public hearing on June 26, 2024. Protests apply only to the parcel for which the protest is made, and the City Council must consider each protest individually and decide whether to sustain or overrule the protest as to each protested parcel. The tabulation of inquiries and protests to the sewer charges and the recommended action are attached as Exhibit "C" to the Staff Report. If a majority of the owners of separate parcels subject to the sewer service charges files a protest against the Engineer's Report, the Town may not place the sewer service charges on the County tax roll and must instead collect such charges by billing customers directly.

At the conclusion of the public hearing, if there is no majority protest, the City Council can adopt a Resolution to either: adopt the Engineer's Report as proposed, or as modified to address individual protests, and authorize the County Tax Collector to place the charges on the property tax roll. The City Attorney can assist the City Council in adopting the resolution with or without modifications. The City Engineer is then directed to file the Engineer's Report, along with the Resolution and submit it to the County Tax Collector who will then collect the approved sewer service charges through the property tax rolls.

FISCAL IMPACT

The total sewer treatment and collection charges posted on tax rolls for properties served by the City of South San Francisco ("SSF") and the North San Mateo County Sanitation District ("NSMCSD" or "District") is \$1,064,353.50. After calculating the water incentive program and sewer charges for Town-owned properties, the Town will be reimbursed through the County Tax Rolls \$1,016,255.50, leaving a net cost of \$48,098.00 to the Town for Town-wide annual sanitary sewer charges.

Please see the summary of sewer charges from the Engineer's Report below:

Amounts Payable to SSF and NSMCSD for Sewer Treatment Service:

Sewer Treatment Charges Payable to SSF:	\$ 744,180.26	
Transfer of Charges for Village Serramonte Condominiums (Daly City Jurisdiction Flows to SSF):	\$ 135,936.00	
Net Sewer Treatment Charges Payable to SSF:		\$ 880,116.26
Sewer Treatment Charges Payable to NSMCSD:	\$ 190,139.54	
Transfer of Charges for Village Serramonte Condominiums (Daly City Jurisdiction Flows to SSF):	\$- 135,936.00	
Village Serramonte Sewer Collection Charges:	\$- 29,063.81	
Net Sewer Treatment Charges Payable to NSMCSD:		\$ 25,139.73

Sewer Treatment Charges for FY 2024-25:	\$ 905,255.99
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(payable to NSMCSD and SSF)

Town Wide Collection Charges for FY 2024-25:	<u>\$ 192,741.31</u>
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(75% of annual collection charge, 3rd year of 4-year Phase in)

Gross Annual sewer Costs	\$ 1,097,997.30
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Revenue from Sewer Charges Posted on Tax Rolls:

Revenue from SSF Sewer Treatment Charges:	\$ 744,180.26
Revenue from NSMCSD Sewer Treatment Charges:	\$ 156,495.74
Revenue from Sewer Collection Charges:	\$ 163,677.50
	<u>\$ 1,064,353.50</u>

Subsidies and Facility Costs for the Town of Colma

Amount Town compensates for Water Conservation Incentive:	\$ -31,715.40	
Sewer Charges for Town Properties:	\$ -16,382.60	
		<u>\$ -48,098.00</u>
Revenue from sewer charges posted on Tax Rolls		\$ 1,016,255.50

ENVIRONMENTAL

The City Council's action in adopting the resolution to place the charges on the tax roll is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guideline 15301 as the operation and maintenance of the Town's existing sewer infrastructure. It is also exempt pursuant to CEQA Guideline 15378 as a governmental fiscal activity which doesn't commit to any specific project which may result in a potentially significant physical impact on the environment.

BACKGROUND

The Town of Colma contracts with the City of South San Francisco ("SSF") and the North San Mateo County Sanitation District ("District") to provide sanitary sewer services to all properties in the Town. The Town assesses sewer service charges against properties within the Town at the same rate that SSF or the District charges the Town for those properties.

The Town levies an annual sewer service charge on each property that utilizes or has access to these sewer systems. Pursuant to section 5473 of the Health and Safety Code of the State of California, the Town has elected to collect the annual sewer service charges through the County of San Mateo Property Tax Rolls. Therefore, in accordance with the Health and Safety Code, the City Engineer has prepared a report describing each parcel that receives sewer service and the amount of the service charge that will be assessed against each parcel for Fiscal Year 2024-25 (the "Engineer's Report" or "Report").

As required, the Engineer's Report has been on file with the office of the City Clerk for public review and comment for at least fifteen days prior to the Public Hearing on June 26, 2024. In addition, the required notice of public hearing and the proposed sewer charges was published in the local newspaper on June 10 & 17, 2024; a courtesy copy of the notice with individual sewer charge was mailed to all affected property owners, residents, and business owners on May 22, 2024; and a copy of the notice was posted on the Town's three official bulletin boards for at least 15 days prior to the Public Hearing.

ANALYSIS

North San Mateo County Sanitation District Sewer Rates

The maximum per unit approved rates for sewer service charges for customers served by NSMCSD are set forth in the following schedule:

Schedule of Rate for Sewer Service Charges		
(Unit = 1 HCF = 748 gallons)		
Effective Date	Rate (per unit)	Minimum Annual Charge
July 1, 2024	\$9.83 per unit	\$109.08

On June 23, 2021, the Town approved a resolution adopting the maximum sewer service charges to its customers served by NSMCSD. The proposed sewer rate for FY 2024-25 will be the same rate as of FY 2023-24 with no increase.

South San Francisco "SSF" Sewer Rates

The maximum per unit approved rates for sewer service charges for customers served by the City of South San Francisco are set forth in the following schedule:

Proposed Wastewater Treatment Charges (Based on Charges Levied by the City of South San Francisco)		
Customer Class	Basis of Calculation (Unit)	Wastewater Treatment Charges Effective July 1, 2024 \$/Unit/Year
RESIDENTIAL <i>Fixed annual charge per residential dwelling unit.</i>		
Single Unit Residential	Annual Charge per Dwelling Unit	\$768.00
Multi-Unit Residential	Annual Charge per Dwelling Unit	\$691.00
Trailer Unit Residential	Annual Charge per Dwelling Unit	\$691.00
COMMERCIAL / INSTITUTIONAL <i>Volumetric charges per hundred cubic feet (hcf) of inflow or effluent, subject to a minimum annual charge.</i>		
Light Strength Commercial	Minimum Annual Charge	\$768.00
	Hundred Cubic Feet Inflow	\$9.87
	or Hundred Cubic Feet Effluent	\$10.97
Moderate Strength Commercial	Minimum Annual Charge	\$768.00
	Hundred Cubic Feet Inflow	\$15.45
	or Hundred Cubic Feet Effluent	\$17.17
Restaurants	Minimum Annual Charge	\$768.00
	Hundred Cubic Feet Inflow	\$22.57
	or Hundred Cubic Feet Effluent	\$25.08
Institutions	Minimum Annual Charge	\$768.00
	Hundred Cubic Feet Inflow	\$7.96
	or Hundred Cubic Feet Effluent	\$8.84
Septage Haulers	Charge per Gallon	\$0.42
INDUSTRIAL <i>Volumetric charges per hundred cubic feet (hcf) of inflow or effluent plus charges per pound for wastewater strength loadings for COD and TSS, subject to a minimum annual charge.</i>		
Industrial	Minimum Annual Charge	\$768.00
	Hundred Cubic Feet Inflow	\$5.91
	or Hundred Cubic Feet Effluent	\$6.57
	Chemical Oxygen Demand (COD) Pounds	\$0.6130
	Total Suspended Solids (TSS) Pounds	\$1.9848

The above proposed wastewater treatment rates imposed by SSF for FY 2024-25 are increased by

2% based on pass-through adjustments imposed by South San Francisco.

Wastewater Collection System Charge

The wastewater collection system charge is in addition to the charges for wastewater treatment that are currently passed through to Colma's customers based on charges levied by the City of South San Francisco or NSMCSD.

The wastewater collection system charge is a usage-based charge of \$3.375 per hundred cubic feet of water consumption and would become effective starting July 1, 2024. For residential customers, the billed amount of the wastewater collection system charges will be calculated based on the volume of metered water use during the winter months of January and February, typically a period of minimal outdoor irrigation, multiplied by 6. For non-residential customers, the wastewater collection system charge will be calculated based on total annual metered water consumption. Charges for all customers would be subject to a minimum annual charge of \$40.50 that only applies when billed usage results in a lower annual charge. The minimum annual charge helps recover a portion of the Town's fixed costs of providing service.

At the May 25, 2022 City Council Meeting, City Council approved a 4-Year Phase in program to assist residents and businesses to adjust to the new sanitary sewer collection charges.

- The 1st year of the program property owners will be charged 25% of the annual collection charge and the Town will subsidize the remaining 75% of the annual charge.
- The 2nd year, the property owners will be charged 50% of the annual collection charge and the Town will subsidize the remaining 50% of the annual Charge.
- The 3rd year the property owner will be charged 75% of the annual sewer charge and the Town will subsidize the remaining 25% of the annual charge.
- The 4th year the property owner will be responsible for the full collection charge.

We are currently in the 3rd year of the Phase in Program.

Water Conservation Incentive Program

In July 2012, City Council approved a Water Conservation Incentive Program for all sewer service customers in Town. The proposed Program would grant each sewer service user a subsidy if the customer used the same amount of water or less compared to the average of the prior three years.

On May 8, 2024, the City Council approved an estimated \$36,448.30 (Inclusive of a \$2,000 contingency) for Water Conservation Incentive Program for FY 2024-25. Staff further refined the water use data and it has been determined that the actual Water Conservation Incentive Program subsidy for fiscal year 2024-25 for "Eligible Customers" is \$31,715.40. This subsidy would reduce Eligible Customers annual sewer charge by 10%.

Hearing on Engineer's Report to Consider Individual Protests

The purpose of the hearing on the Engineer's Report is to hear individual protests to the Engineer's Report for each parcel of property within the Town of Colma subject to the sewer service charge. For example, a property owner might protest the classification for the owner's property, or another owner might claim that an error was made in the calculation of the owner's annual sanitary sewer charge. However, protests cannot serve as a protest of the sewer rates, due to the fact that the time for lodging those protests of the sewer rates was at the June 22, 2022, Proposition 218 hearing. Each affected property owner has the right to file a written protest to the Engineer's Report any time prior to the conclusion of the public hearing on the Report on June 26, 2024. If the Council decides a protest(s) is valid, the Council should sustain the protest, and direct the City Engineer to amend the Engineer's Report or remove the charge in accordance with the Council's direction. If the Council decides that a protest is invalid, it should overrule the protest, and direct the City Engineer to file the Engineer's Report without change.

If there are any protests to the Engineer's Report submitted after the Council receives this staff report, the City Engineer will prepare a supplemental staff report detailing those protests. Written protests can be submitted until the close of the public hearing. If a protest is filed at the public hearing, staff will advise the Council at the meeting of their recommendation and, amend the Engineer's Report as directed by the City Council before submitting it to the County. If the attached Resolution needs to be amended to address any protests submitted at the hearing, the City Attorney will help guide the Council through that process.

If a majority of property owners submit a protest, then the Town cannot place the charges on the tax roll.

To date, the Town has received 01 inquiry and 0 protests. Staff will submit to City Council a copy of the inquiry and protest log along with a copy of the written protest, (Exhibit C), prior to the opening of the public hearing for adopting the Engineer's Report on sewer service charges for FY 2024-25.

Assessment on County Tax Rolls

On or before July 31, 2024, the City Engineer will send the approved or amended Engineer's Report to the County along with a Resolution requesting that the County Tax Collector enter the amounts of the charges shown on the Report as assessments against the respective parcels on the County tax rolls for FY 2024-25.

Values

Before assessing a charge on the county tax rolls against any particular property in the Town of Colma, the City Council will have held a public hearing allowing the public to protest to the City Council the calculation of their annual sanitary sewer charge. Through this process, the City Council is being **fair** by allowing for a protest process where the Council can review and rule on each protest.

Sustainability Impact

The annual sanitary sewer service Engineer's Report provides detail on the results of the Water Conservation Incentive Program. By reviewing the results of the program, City Council can make intelligent decisions regarding future funding and incentive programs to reduce domestic water usage and ensure continued sustainability.

Alternatives

As to each protest against the proposed sewer service charge, the City Council can either sustain or overrule the protest for that parcel. If the City Council sustains the protest, it can modify or remove the proposed charge for that parcel. The Town may also choose to collect the sewer service charges separately from the tax roll. This option will result in increased costs for technology and staff dedicated to billing, as well as a higher risk of errors. Additionally, this option will not allow the Town to place the sewer service charges as a lien against the subject property.

CONCLUSION

Staff recommends the City Council adopt the attached Resolution to sustain or overrule protests to the Engineer's Report for FY 2024-25 and to adopt the Engineer's Report, to direct the City Engineer to file a copy of the Report with the County Tax Collector for collection on the San Mateo County tax rolls, and to authorize the County Tax Collector to place the charges on the property tax roll.

ATTACHMENTS

- (A) Resolution
- (B) Engineer's Report - Sewer Service Charges FY 2024-25
- (C) Tabulation of inquiries and protests



**RESOLUTION NO. 2024-____
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION OVERRULING PROTESTS TO AND ADOPTING ENGINEER'S REPORT ON
SEWER SERVICE CHARGES FOR FISCAL YEAR 2024-25,
DIRECTING THE CITY ENGINEER TO FILE A COPY OF THE ENGINEER'S REPORT
WITH THE SAN MATEO COUNTY TAX COLLECTOR, AND AUTHORIZING THE COUNTY
TAX COLLECTOR TO PLACE THE CHARGES ON THE PROPERTY TAX ROLL PURSUANT
TO CEQA GUIDELINE 15301 AND 15378**

The City Council of the Town of Colma does hereby resolve:

1. Background

(a) The City Council has, by Colma Municipal Code, Chapter Three, Subchapter Seven (Section 3.07.010, *et seq.*), otherwise known as the *Colma Sewer Service Charge Code*, provided for the collection of sewer service charges for each fiscal year on the tax rolls of San Mateo County, and has directed the preparation and filing of a written report for each fiscal year containing descriptions of each parcel of real property located in Colma receiving such sewer services and facilities, and the amount of the sewer service charge for each parcel for the fiscal year, computed in conformity with the charges prescribed by ordinance.

(b) Pursuant to Section 5473, *et seq.* of the California Health and Safety Code, the City Engineer prepared and filed a written report ("Report") with the City Clerk at least fifteen (15) days prior to June 26, 2024, which is the date set forth for the public hearing.

(c) Notice of the filing of the Report and the public hearing thereon was published in the local newspaper on June 10 and 17, 2024, in accordance with Health and Safety Code Section 5473.1, Government Code Section 6066, and Colma Municipal Code section 3.07.070, and posted on the Town's three official bulletin boards.

(d) A Public Hearing on the Report was held on June 26, 2024, at which time, the City Council heard and considered all objections or protests, if any, to the Report.

2. Findings

The City Council finds that:

(a) The owners of a majority of the separate parcels of property described in the Report did not file protests, and therefore the City Council is authorized to adopt the Report and to order that the charges set forth in the Report shall be collected on the tax roll of the County of San Mateo and shall constitute a lien against any parcel or parcels of land.

(b) As such, the County Tax Collector is authorized to place the sewer service charges on the property tax roll.

(d) The sewer service charges were previously adopted pursuant to the Town's police powers and the authority granted under Health and Safety Code section 5470 *et seq.*, in compliance with the provisions of article XIII D, section 6 of the California Constitution.

(e) The sewer service charges collected pursuant to this Resolution are for the fiscal year commencing July 1, 2024.

3. Order

Now, therefore, the City Council does hereby order that:

(a) The City Council hereby adopts the Report without any further revision, change, reduction or modification.

(b) The charges set forth in the Report, as adopted, shall be collected on the tax roll of the County of San Mateo in the manner provided by law and shall constitute a lien against each parcel or parcels of land as specified therein.

(c) The City Engineer is directed to file with the County Tax Collector of San Mateo County on or before the July 31, 2024 a copy of the Report upon which shall be endorsed, over the Clerk's signature, a statement that the Report has been finally adopted by the City Council of the Town of Colma.

(d) The County Tax Collector of San Mateo County is hereby authorized to place the charges on the property tax roll. The County Tax Collector shall, upon receipt of the Report, enter the amounts of the charges set forth in the Report against the respective lots or parcels as they appear on the assessment roll for the fiscal year.

Certification of Adoption

I certify that the foregoing Resolution No. 2024-__ was duly adopted at a regular meeting of the City Council of the Town of Colma held on June 26, 2024, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
John Irish Goodwin, Mayor					
Ken Gonzalez, Vice Mayor					
Carrie Slaughter					
Helen Fisicaro					
Joanne F. del Rosario					
<i>Voting Tally</i>					

Dated _____

John Irish Goodwin, Mayor

Attest: _____

Michelle Estabillo, City Clerk



Annual Sanitary Sewer Service Charges FY 2024-2025

Engineer's Section 5473 Report



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1. Summary Table
2. Engineer's 5473 Report of Annual Sewer Service Charges

Summary table

SUMMARY: Engineers' Section 5473 Report - Annual Sewer Charges FY 2024-2025

Parcel Charges	
SSF Treatment Charge	\$744,180.26
NSMCSD Treatment Charge	\$156,495.74
Annual Sewer Charges Collected by Town (Collection Charges)	\$163,677.50
Total Sewer Charges for FY 24-25 (1)	\$1,064,353.50

Revenue (Treatment)	
Revenue from Parcel Charges FY 24-25 (2)	\$1,016,255.50

Revenue (Collection)	
Annual Sewer Charges Collected by Town (Collection Charges) (3)	\$192,741.31

Expenses	
Total Expenses FY 24-25 = (1-2) = (a+b)	\$48,098.00

Expense Breakdown

Water Conservation Incentive	
Amount Town Pays for Water Conservation Incentive	\$31,715.40
Sub-total (a)	\$31,715.40

Sewer Charges for Town Properties	
Creekside Villas Senior Homes	\$12,438.00
Town Facilities	\$3,176.60
1365 Mission Road	\$768.00
Sub-total (b)	\$16,382.60

Payments	
Annual Sewer Charges Payable to SSF (Treatment Charges)	\$880,116.26
Annual Sewer Charges Payable to NSMCSD (Treatment Charges)	\$25,139.73
Total Sewer Charges for FY 24-25	\$905,255.99



Engineer's 5473 Report of Annual Sewer Service Charges

May 21, 2024



TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
006-381-070	NSM-Business	-	CLARK & F	\$1,596.00	\$0.00	\$500.94	\$2,096.94	\$0.00	\$2,096.94
006-388-610	NSM-Business	1450	HILLSIDE BLVD	\$6,432.36	\$0.00	\$2,018.94	\$8,451.30	\$0.00	\$8,451.30
008-126-190	NSM-Business	7651	MISSION ST	\$257.94	\$0.00	\$80.96	\$338.90	\$0.00	\$338.90
008-144-140	NSM-Business	7801	EL CAMINO REAL	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
008-144-300	NSM-Business	429	F ST	\$241.82	\$0.00	\$0.00	\$241.82	\$0.00	\$0.00
008-322-080	NSM-Business	3601	JUNIPERO SERRA	\$1,636.30	\$0.00	\$513.60	\$2,149.90	\$215.00	\$1,934.90
008-322-520	NSM-Business	1000	EL CAMINO REAL	\$1,112.36	\$0.00	\$349.14	\$1,461.50	\$146.16	\$1,315.34
011-015-010	NSM-Business	1801	HILLSIDE BLVD	\$274.06	\$0.00	\$86.02	\$360.08	\$0.00	\$360.08
011-341-140	NSM-Business	1900	HILLSIDE BLVD	\$411.10	\$0.00	\$129.04	\$540.14	\$54.02	\$486.12
011-341-950	NSM-Business	1500	HILLSIDE BLVD	\$109.08	\$0.00	\$0.00	\$109.08	\$0.00	\$0.00
011-341-950	NSM-Business	1520	HILLSIDE BLVD	\$757.70	\$0.00	\$0.00	\$757.70	\$0.00	\$0.00
011-440-040	NSM-Business	2099	HILLSIDE BLVD	\$636.78	\$0.00	\$199.88	\$836.66	\$0.00	\$836.66
103-190-080	NSM-Business	7621	MISSION ST	\$362.72	\$0.00	\$113.86	\$476.58	\$0.00	\$476.58
011-341-110	NSM-Manual	540	F ST	\$0.00	\$0.00	\$19.80	\$19.80	\$0.00	\$19.80
011-440-030	NSM-Manual	2101	HILLSIDE BLVD.	\$119.98	\$0.00	\$30.36	\$150.34	\$0.00	\$150.34
011-440-040	NSM-Manual	2005	HILLSIDE BLVD	\$0.00	\$0.00	\$19.80	\$19.80	\$0.00	\$19.80
006-381-050	NSM-Residential	570	CLARK AVE	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-381-060	NSM-Residential	580	CLARK AVE	\$1,176.84	\$0.00	\$369.38	\$1,546.22	\$0.00	\$1,546.22
006-381-080	NSM-Residential	560	CLARK AVE	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-381-100	NSM-Residential	478	E ST	\$109.08	\$0.00	\$30.36	\$139.44	\$0.00	\$139.44
006-384-020	NSM-Residential	480	D ST	\$677.10	\$0.00	\$212.52	\$889.62	\$88.96	\$800.66
006-384-030	NSM-Residential	484	D ST	\$580.36	\$0.00	\$182.16	\$762.52	\$0.00	\$762.52
006-384-040	NSM-Residential	488	D ST	\$411.10	\$0.00	\$129.04	\$540.14	\$0.00	\$540.14
006-384-050	NSM-Residential	490	D ST	\$435.28	\$0.00	\$136.62	\$571.90	\$57.20	\$514.70
006-384-060	NSM-Residential	450	CLARK AVE	\$459.46	\$0.00	\$144.22	\$603.68	\$0.00	\$603.68
006-384-070	NSM-Residential	550	CLARK AVE	\$862.48	\$0.00	\$270.72	\$1,133.20	\$113.32	\$1,019.88
006-384-080	NSM-Residential	483	E ST	\$701.28	\$0.00	\$220.12	\$921.40	\$92.14	\$829.26
006-387-020	NSM-Residential	476	C ST	\$338.54	\$0.00	\$106.26	\$444.80	\$44.48	\$400.32
006-387-030	NSM-Residential	480	C ST	\$532.00	\$0.00	\$166.98	\$698.98	\$69.90	\$629.08
006-387-040	NSM-Residential	484	C ST	\$483.64	\$0.00	\$151.80	\$635.44	\$63.54	\$571.90
006-387-050	NSM-Residential	492	C ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-387-060	NSM-Residential	491	D ST	\$999.52	\$0.00	\$313.72	\$1,313.24	\$131.32	\$1,181.92
006-387-090	NSM-Residential	483	D ST	\$507.82	\$0.00	\$159.40	\$667.22	\$66.72	\$600.50

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
006-387-100	NSM-Residential	479	D ST	\$193.46	\$0.00	\$60.72	\$254.18	\$25.42	\$228.76
006-387-110	NSM-Residential	475	D ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-387-120	NSM-Residential	471	D ST	\$435.28	\$0.00	\$136.62	\$571.90	\$57.20	\$514.70
006-387-130	NSM-Residential	472	C ST	\$370.78	\$0.00	\$116.38	\$487.16	\$48.72	\$438.44
006-387-140	NSM-Residential	487	D ST	\$443.34	\$0.00	\$139.16	\$582.50	\$58.26	\$524.24
006-388-010	NSM-Residential	504	C ST	\$290.18	\$0.00	\$91.08	\$381.26	\$0.00	\$381.26
006-388-020	NSM-Residential	508	C ST	\$290.18	\$0.00	\$91.08	\$381.26	\$38.12	\$343.14
006-388-030	NSM-Residential	512	C ST	\$556.18	\$0.00	\$174.58	\$730.76	\$73.08	\$657.68
006-388-040	NSM-Residential	516	C ST	\$193.46	\$0.00	\$60.72	\$254.18	\$25.42	\$228.76
006-388-050	NSM-Residential	520	C ST	\$290.18	\$0.00	\$91.08	\$381.26	\$38.12	\$343.14
006-388-060	NSM-Residential	524	C ST	\$394.96	\$0.00	\$123.98	\$518.94	\$0.00	\$518.94
006-388-070	NSM-Residential	528	C ST	\$241.82	\$0.00	\$75.90	\$317.72	\$31.78	\$285.94
006-388-080	NSM-Residential	532	C ST	\$193.46	\$0.00	\$60.72	\$254.18	\$25.42	\$228.76
006-388-090	NSM-Residential	536	C ST	\$773.82	\$0.00	\$242.88	\$1,016.70	\$101.68	\$915.02
006-388-100	NSM-Residential	540	C ST	\$193.46	\$0.00	\$60.72	\$254.18	\$25.42	\$228.76
006-388-110	NSM-Residential	544	C ST	\$725.46	\$0.00	\$227.70	\$953.16	\$0.00	\$953.16
006-388-120	NSM-Residential	548	C ST	\$193.46	\$0.00	\$60.72	\$254.18	\$25.42	\$228.76
006-388-130	NSM-Residential	552	C ST	\$435.28	\$0.00	\$136.62	\$571.90	\$0.00	\$571.90
006-388-140	NSM-Residential	556	C ST	\$483.64	\$0.00	\$151.80	\$635.44	\$63.54	\$571.90
006-388-150	NSM-Residential	560	C ST	\$652.90	\$0.00	\$204.94	\$857.84	\$85.78	\$772.06
006-388-160	NSM-Residential	564	C ST	\$725.46	\$0.00	\$227.70	\$953.16	\$95.32	\$857.84
006-388-170	NSM-Residential	579	D ST	\$362.72	\$0.00	\$113.86	\$476.58	\$0.00	\$476.58
006-388-180	NSM-Residential	575	D ST	\$128.96	\$0.00	\$40.48	\$169.44	\$16.94	\$152.50
006-388-190	NSM-Residential	571	D ST	\$322.42	\$0.00	\$101.20	\$423.62	\$42.36	\$381.26
006-388-200	NSM-Residential	567	D ST	\$193.46	\$0.00	\$60.72	\$254.18	\$25.42	\$228.76
006-388-210	NSM-Residential	563	D ST	\$556.18	\$0.00	\$174.58	\$730.76	\$0.00	\$730.76
006-388-220	NSM-Residential	559	D ST	\$403.04	\$0.00	\$126.50	\$529.54	\$52.96	\$476.58
006-388-230	NSM-Residential	555	D ST	\$741.58	\$0.00	\$232.76	\$974.34	\$0.00	\$974.34
006-388-240	NSM-Residential	551	D ST	\$612.60	\$0.00	\$192.28	\$804.88	\$80.48	\$724.40
006-388-250	NSM-Residential	547	D ST	\$1,160.72	\$0.00	\$364.32	\$1,525.04	\$0.00	\$1,525.04
006-388-260	NSM-Residential	543	D ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-388-270	NSM-Residential	539	D ST	\$677.10	\$0.00	\$212.52	\$889.62	\$88.96	\$800.66
006-388-280	NSM-Residential	535	D ST	\$403.04	\$0.00	\$126.50	\$529.54	\$52.96	\$476.58

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
006-388-290	NSM-Residential	531	D ST	\$386.90	\$0.00	\$121.44	\$508.34	\$0.00	\$508.34
006-388-300	NSM-Residential	527	D ST	\$749.64	\$0.00	\$235.30	\$984.94	\$98.50	\$886.44
006-388-310	NSM-Residential	523	D ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-388-320	NSM-Residential	519	D ST	\$193.46	\$0.00	\$60.72	\$254.18	\$0.00	\$254.18
006-388-330	NSM-Residential	515	D ST	\$773.82	\$0.00	\$242.88	\$1,016.70	\$101.68	\$915.02
006-388-340	NSM-Residential	511	D ST	\$241.82	\$0.00	\$75.90	\$317.72	\$31.78	\$285.94
006-388-350	NSM-Residential	507	D ST	\$241.82	\$0.00	\$75.90	\$317.72	\$31.78	\$285.94
006-388-360	NSM-Residential	503	D ST	\$193.46	\$0.00	\$60.72	\$254.18	\$25.42	\$228.76
006-388-400	NSM-Residential	609	F ST	\$580.36	\$0.00	\$182.16	\$762.52	\$76.26	\$686.26
006-388-410	NSM-Residential	611	F ST	\$564.24	\$0.00	\$177.10	\$741.34	\$74.14	\$667.20
006-388-420	NSM-Residential	613	F ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-388-430	NSM-Residential	615	F ST	\$193.46	\$0.00	\$60.72	\$254.18	\$0.00	\$254.18
006-388-450	NSM-Residential	621	F ST	\$475.58	\$0.00	\$149.28	\$624.86	\$62.48	\$562.38
006-388-460	NSM-Residential	623	F ST	\$894.72	\$0.00	\$280.84	\$1,175.56	\$0.00	\$1,175.56
006-388-460	NSM-Residential	625	F ST	\$483.64	\$0.00	\$151.80	\$635.44	\$63.54	\$571.90
006-388-530	NSM-Residential	619	F ST	\$532.00	\$0.00	\$166.98	\$698.98	\$0.00	\$698.98
006-388-540	NSM-Residential	601	F ST	\$532.00	\$0.00	\$0.00	\$532.00	\$0.00	\$0.00
006-388-580	NSM-Residential	627	F ST A	\$153.16	\$0.00	\$48.08	\$201.24	\$20.12	\$181.12
006-388-580	NSM-Residential	627	F ST	\$193.46	\$0.00	\$60.72	\$254.18	\$25.42	\$228.76
006-388-600	NSM-Residential	629	F ST	\$1,450.90	\$0.00	\$455.40	\$1,906.30	\$190.64	\$1,715.66
006-411-010	NSM-Residential	472	B ST	\$386.90	\$0.00	\$121.44	\$508.34	\$50.84	\$457.50
006-411-020	NSM-Residential	476	B ST	\$298.24	\$0.00	\$93.62	\$391.86	\$39.18	\$352.68
006-411-030	NSM-Residential	480	B ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-411-040	NSM-Residential	484	B ST	\$338.54	\$0.00	\$106.26	\$444.80	\$44.48	\$400.32
006-411-050	NSM-Residential	488	B ST	\$282.12	\$0.00	\$88.56	\$370.68	\$37.06	\$333.62
006-411-060	NSM-Residential	492	B ST	\$822.18	\$0.00	\$258.06	\$1,080.24	\$108.02	\$972.22
006-411-070	NSM-Residential	491	C ST	\$435.28	\$0.00	\$136.62	\$571.90	\$0.00	\$571.90
006-411-080	NSM-Residential	487	C ST	\$290.18	\$0.00	\$91.08	\$381.26	\$38.12	\$343.14
006-411-090	NSM-Residential	483	C ST	\$145.10	\$0.00	\$45.54	\$190.64	\$19.06	\$171.58
006-411-100	NSM-Residential	479	C ST	\$959.22	\$0.00	\$301.08	\$1,260.30	\$126.04	\$1,134.26
006-411-110	NSM-Residential	475	C ST	\$338.54	\$0.00	\$106.26	\$444.80	\$0.00	\$444.80
006-411-120	NSM-Residential	471	C ST	\$725.46	\$0.00	\$227.70	\$953.16	\$0.00	\$953.16
006-412-010	NSM-Residential	504	B ST	\$378.84	\$0.00	\$118.92	\$497.76	\$49.78	\$447.98

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
006-412-020	NSM-Residential	508	B ST	\$109.08	\$0.00	\$30.36	\$139.44	\$0.00	\$139.44
006-412-030	NSM-Residential	512	B ST	\$137.04	\$0.00	\$43.02	\$180.06	\$18.00	\$162.06
006-412-040	NSM-Residential	516	B ST	\$112.84	\$0.00	\$35.42	\$148.26	\$14.82	\$133.44
006-412-050	NSM-Residential	520	B ST	\$499.76	\$0.00	\$156.86	\$656.62	\$65.66	\$590.96
006-412-060	NSM-Residential	524	B ST	\$209.58	\$0.00	\$65.78	\$275.36	\$27.54	\$247.82
006-412-070	NSM-Residential	528	B ST	\$290.18	\$0.00	\$91.08	\$381.26	\$38.12	\$343.14
006-412-080	NSM-Residential	532	B ST	\$362.72	\$0.00	\$113.86	\$476.58	\$0.00	\$476.58
006-412-090	NSM-Residential	536	B ST	\$975.34	\$0.00	\$306.14	\$1,281.48	\$128.14	\$1,153.34
006-412-100	NSM-Residential	540	B ST	\$564.24	\$0.00	\$177.10	\$741.34	\$0.00	\$741.34
006-412-110	NSM-Residential	551	C ST	\$109.08	\$0.00	\$30.36	\$139.44	\$0.00	\$139.44
006-412-120	NSM-Residential	547	C ST	\$169.28	\$0.00	\$53.14	\$222.42	\$0.00	\$222.42
006-412-130	NSM-Residential	543	C ST	\$475.58	\$0.00	\$149.28	\$624.86	\$0.00	\$624.86
006-412-140	NSM-Residential	539	C ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-412-150	NSM-Residential	535	C ST	\$564.24	\$0.00	\$177.10	\$741.34	\$0.00	\$741.34
006-412-160	NSM-Residential	531	C ST	\$677.10	\$0.00	\$212.52	\$889.62	\$88.96	\$800.66
006-412-170	NSM-Residential	527	C ST	\$193.46	\$0.00	\$60.72	\$254.18	\$0.00	\$254.18
006-412-180	NSM-Residential	523	C ST	\$515.88	\$0.00	\$161.92	\$677.80	\$67.78	\$610.02
006-412-190	NSM-Residential	519	C ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-412-200	NSM-Residential	515	C ST	\$572.30	\$0.00	\$179.64	\$751.94	\$0.00	\$751.94
006-412-210	NSM-Residential	511	C ST	\$109.08	\$0.00	\$30.36	\$139.44	\$0.00	\$139.44
006-412-220	NSM-Residential	507	C ST	\$185.40	\$0.00	\$58.20	\$243.60	\$0.00	\$243.60
006-412-230	NSM-Residential	503	C ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-413-070	NSM-Residential	350	CLARK AVE	\$419.16	\$0.00	\$131.56	\$550.72	\$55.08	\$495.64
006-413-080	NSM-Residential	483	B ST	\$257.94	\$0.00	\$80.96	\$338.90	\$0.00	\$338.90
006-413-090	NSM-Residential	479	B ST	\$386.90	\$0.00	\$121.44	\$508.34	\$0.00	\$508.34
006-413-100	NSM-Residential	475	B ST	\$217.64	\$0.00	\$68.32	\$285.96	\$28.60	\$257.36
006-413-110	NSM-Residential	471	B ST	\$362.72	\$0.00	\$113.86	\$476.58	\$0.00	\$476.58
006-414-070	NSM-Residential	531	B ST	\$411.10	\$0.00	\$129.04	\$540.14	\$54.02	\$486.12
006-414-080	NSM-Residential	527	B ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-414-090	NSM-Residential	523	B ST	\$370.78	\$0.00	\$116.38	\$487.16	\$0.00	\$487.16
006-414-100	NSM-Residential	519	B ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
006-414-110	NSM-Residential	515	B ST	\$290.18	\$0.00	\$91.08	\$381.26	\$0.00	\$381.26
006-414-120	NSM-Residential	511	B ST	\$435.28	\$0.00	\$136.62	\$571.90	\$57.20	\$514.70

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
006-414-130	NSM-Residential	507	B ST	\$419.16	\$0.00	\$131.56	\$550.72	\$55.08	\$495.64
006-414-140	NSM-Residential	503	B ST	\$338.54	\$0.00	\$106.26	\$444.80	\$0.00	\$444.80
008-125-190	NSM-Residential	461	B ST	\$967.28	\$0.00	\$303.60	\$1,270.88	\$127.08	\$1,143.80
008-125-200	NSM-Residential	455	B ST	\$1,064.00	\$0.00	\$333.96	\$1,397.96	\$0.00	\$1,397.96
008-125-210	NSM-Residential	453	B ST	\$733.52	\$0.00	\$230.24	\$963.76	\$96.38	\$867.38
008-125-220	NSM-Residential	451	B ST	\$435.28	\$0.00	\$136.62	\$571.90	\$0.00	\$571.90
008-125-260	NSM-Residential	469	B ST	\$1,039.82	\$0.00	\$326.38	\$1,366.20	\$136.62	\$1,229.58
008-125-320	NSM-Residential	409	B ST	\$725.46	\$0.00	\$227.70	\$953.16	\$95.32	\$857.84
008-125-330	NSM-Residential	411	B ST	\$217.64	\$0.00	\$68.32	\$285.96	\$28.60	\$257.36
008-125-340	NSM-Residential	413	B ST	\$548.12	\$0.00	\$172.04	\$720.16	\$72.02	\$648.14
008-125-350	NSM-Residential	415	B ST	\$725.46	\$0.00	\$227.70	\$953.16	\$95.32	\$857.84
008-125-360	NSM-Residential	417	B ST	\$628.72	\$0.00	\$197.34	\$826.06	\$82.60	\$743.46
008-125-370	NSM-Residential	419	B ST	\$451.40	\$0.00	\$141.68	\$593.08	\$0.00	\$593.08
008-125-380	NSM-Residential	439	B ST	\$306.30	\$0.00	\$96.14	\$402.44	\$40.24	\$362.20
008-125-390	NSM-Residential	437	B ST	\$145.10	\$0.00	\$45.54	\$190.64	\$19.06	\$171.58
008-125-400	NSM-Residential	435	B ST	\$532.00	\$0.00	\$166.98	\$698.98	\$0.00	\$698.98
008-125-420	NSM-Residential	429	B ST	\$435.28	\$0.00	\$136.62	\$571.90	\$0.00	\$571.90
008-125-430	NSM-Residential	431	B ST	\$109.08	\$0.00	\$30.36	\$139.44	\$0.00	\$139.44
008-125-440	NSM-Residential	433	B ST	\$435.28	\$0.00	\$136.62	\$571.90	\$0.00	\$571.90
008-126-050	NSM-Residential	467	C ST	\$967.28	\$0.00	\$303.60	\$1,270.88	\$0.00	\$1,270.88
008-126-060	NSM-Residential	455	C ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
008-126-070	NSM-Residential	449	C ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
008-126-080	NSM-Residential	445	C ST	\$1,047.88	\$0.00	\$328.90	\$1,376.78	\$137.68	\$1,239.10
008-126-090	NSM-Residential	441	C ST	\$725.46	\$0.00	\$227.70	\$953.16	\$95.32	\$857.84
008-126-100	NSM-Residential	439	C ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
008-126-110	NSM-Residential	435	C ST	\$2,079.64	\$0.00	\$652.74	\$2,732.38	\$273.24	\$2,459.14
008-126-120	NSM-Residential	427-431	C ST	\$241.82	\$0.00	\$75.90	\$317.72	\$31.78	\$285.94
008-126-130	NSM-Residential	421-423	C ST	\$322.42	\$0.00	\$101.20	\$423.62	\$42.36	\$381.26
008-126-150	NSM-Residential	7685-7687	EL CAMINO REAL	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
008-126-220	NSM-Residential	424	B ST	\$435.28	\$0.00	\$136.62	\$571.90	\$57.20	\$514.70
008-126-230	NSM-Residential	426	B ST	\$266.00	\$0.00	\$83.50	\$349.50	\$34.96	\$314.54
008-126-240	NSM-Residential	416	B ST	\$306.30	\$0.00	\$96.14	\$402.44	\$0.00	\$402.44
008-126-250	NSM-Residential	418	B ST	\$145.10	\$0.00	\$45.54	\$190.64	\$0.00	\$190.64

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
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APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
008-126-260	NSM-Residential	420	B ST	\$701.28	\$0.00	\$220.12	\$921.40	\$0.00	\$921.40
008-126-270	NSM-Residential	401	C ST	\$1,587.94	\$0.00	\$498.42	\$2,086.36	\$0.00	\$2,086.36
008-126-280	NSM-Residential	413	C ST	\$822.18	\$0.00	\$258.06	\$1,080.24	\$0.00	\$1,080.24
008-126-280	NSM-Residential	411	C ST	\$1,015.64	\$0.00	\$318.78	\$1,334.42	\$133.44	\$1,200.98
008-126-280	NSM-Residential	409	C ST	\$677.10	\$0.00	\$212.52	\$889.62	\$88.96	\$800.66
008-126-290	NSM-Residential	415	C ST A	\$870.54	\$0.00	\$273.24	\$1,143.78	\$114.38	\$1,029.40
008-126-290	NSM-Residential	415	C ST B	\$854.42	\$0.00	\$268.18	\$1,122.60	\$0.00	\$1,122.60
008-126-300	NSM-Residential	417	C ST	\$386.90	\$0.00	\$121.44	\$508.34	\$50.84	\$457.50
008-126-300	NSM-Residential	417	C ST A	\$338.54	\$0.00	\$106.26	\$444.80	\$44.48	\$400.32
008-126-310	NSM-Residential	419	C ST A	\$725.46	\$0.00	\$227.70	\$953.16	\$95.32	\$857.84
008-126-310	NSM-Residential	419	C ST B	\$902.78	\$0.00	\$283.36	\$1,186.14	\$118.62	\$1,067.52
008-126-320	NSM-Residential	430	B ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
008-126-330	NSM-Residential	436	B ST	\$193.46	\$0.00	\$60.72	\$254.18	\$0.00	\$254.18
008-126-340	NSM-Residential	438	B ST	\$604.54	\$0.00	\$189.76	\$794.30	\$0.00	\$794.30
008-126-360	NSM-Residential	446	B ST	\$1,273.58	\$0.00	\$399.74	\$1,673.32	\$0.00	\$1,673.32
008-126-370	NSM-Residential	448	B ST	\$443.34	\$0.00	\$139.16	\$582.50	\$0.00	\$582.50
008-126-380	NSM-Residential	456	B ST	\$257.94	\$0.00	\$80.96	\$338.90	\$33.90	\$305.00
008-126-390	NSM-Residential	460	B ST	\$564.24	\$0.00	\$177.10	\$741.34	\$0.00	\$741.34
008-126-400	NSM-Residential	462	B ST	\$209.58	\$0.00	\$65.78	\$275.36	\$27.54	\$247.82
008-126-410	NSM-Residential	464	B ST	\$322.42	\$0.00	\$101.20	\$423.62	\$42.36	\$381.26
008-126-420	NSM-Residential	468	B ST	\$701.28	\$0.00	\$220.12	\$921.40	\$0.00	\$921.40
008-126-430	NSM-Residential	470	B ST	\$370.78	\$0.00	\$116.38	\$487.16	\$48.72	\$438.44
008-127-010	NSM-Residential	7701	EL CAMINO REAL	\$717.40	\$0.00	\$225.18	\$942.58	\$94.26	\$848.32
008-127-050	NSM-Residential	440	C ST	\$660.96	\$0.00	\$207.46	\$868.42	\$0.00	\$868.42
008-127-050	NSM-Residential	438	C ST	\$435.28	\$0.00	\$136.62	\$571.90	\$0.00	\$571.90
008-127-070	NSM-Residential	464	C ST	\$757.70	\$0.00	\$237.82	\$995.52	\$99.56	\$895.96
008-127-080	NSM-Residential	466	C ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
008-127-100	NSM-Residential	467	D ST	\$870.54	\$0.00	\$273.24	\$1,143.78	\$0.00	\$1,143.78
008-127-110	NSM-Residential	463	D ST	\$266.00	\$0.00	\$83.50	\$349.50	\$0.00	\$349.50
008-127-140	NSM-Residential	439	D ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
008-127-150	NSM-Residential	435	D ST	\$346.60	\$0.00	\$108.80	\$455.40	\$45.54	\$409.86
008-127-160	NSM-Residential	433	D ST	\$467.52	\$0.00	\$146.74	\$614.26	\$61.42	\$552.84
008-127-200	NSM-Residential	442	C ST	\$435.28	\$0.00	\$136.62	\$571.90	\$57.20	\$514.70

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
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APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
008-127-210	NSM-Residential	446	C ST	\$338.54	\$0.00	\$106.26	\$444.80	\$0.00	\$444.80
008-127-220	NSM-Residential	459	D ST	\$241.82	\$0.00	\$75.90	\$317.72	\$31.78	\$285.94
008-127-230	NSM-Residential	455	D ST	\$532.00	\$0.00	\$166.98	\$698.98	\$0.00	\$698.98
008-127-240	NSM-Residential	443	D ST	\$394.96	\$0.00	\$123.98	\$518.94	\$51.90	\$467.04
008-127-250	NSM-Residential	426	C ST B	\$725.46	\$0.00	\$227.70	\$953.16	\$95.32	\$857.84
008-127-250	NSM-Residential	426	C ST A	\$1,628.24	\$0.00	\$511.06	\$2,139.30	\$213.94	\$1,925.36
008-127-260	NSM-Residential	424	C ST B	\$193.46	\$0.00	\$60.72	\$254.18	\$25.42	\$228.76
008-127-260	NSM-Residential	424	C ST A	\$386.90	\$0.00	\$121.44	\$508.34	\$0.00	\$508.34
008-127-270	NSM-Residential	422	C ST B	\$854.42	\$0.00	\$268.18	\$1,122.60	\$0.00	\$1,122.60
008-127-270	NSM-Residential	422	C ST A	\$330.48	\$0.00	\$103.74	\$434.22	\$43.42	\$390.80
008-127-280	NSM-Residential	420	C ST A	\$467.52	\$0.00	\$146.74	\$614.26	\$0.00	\$614.26
008-127-280	NSM-Residential	420	C ST B	\$773.82	\$0.00	\$242.88	\$1,016.70	\$101.68	\$915.02
008-127-290	NSM-Residential	431	D ST	\$137.04	\$0.00	\$43.02	\$180.06	\$0.00	\$180.06
008-127-300	NSM-Residential	429	D ST	\$725.46	\$0.00	\$227.70	\$953.16	\$0.00	\$953.16
008-143-010	NSM-Residential	7741-7751	EL CAMINO REAL	\$3,240.36	\$0.00	\$1,017.06	\$4,257.42	\$0.00	\$4,257.42
008-143-020	NSM-Residential	430	D ST	\$483.64	\$0.00	\$151.80	\$635.44	\$63.54	\$571.90
008-143-030	NSM-Residential	434	D ST	\$193.46	\$0.00	\$60.72	\$254.18	\$25.42	\$228.76
008-143-040	NSM-Residential	438	D ST	\$854.42	\$0.00	\$268.18	\$1,122.60	\$0.00	\$1,122.60
008-143-050	NSM-Residential	442	D ST	\$338.54	\$0.00	\$106.26	\$444.80	\$0.00	\$444.80
008-143-060	NSM-Residential	436	D ST	\$628.72	\$0.00	\$197.34	\$826.06	\$82.60	\$743.46
008-143-070	NSM-Residential	448	D ST	\$999.52	\$0.00	\$313.72	\$1,313.24	\$131.32	\$1,181.92
008-143-080	NSM-Residential	452	D ST	\$532.00	\$0.00	\$166.98	\$698.98	\$69.90	\$629.08
008-143-090	NSM-Residential	456	D ST	\$290.18	\$0.00	\$91.08	\$381.26	\$38.12	\$343.14
008-143-100	NSM-Residential	460	D ST	\$338.54	\$0.00	\$106.26	\$444.80	\$44.48	\$400.32
008-143-110	NSM-Residential	464	D ST	\$1,305.82	\$0.00	\$409.86	\$1,715.68	\$171.56	\$1,544.12
008-143-140	NSM-Residential	461	E ST	\$540.06	\$0.00	\$169.52	\$709.58	\$70.96	\$638.62
008-143-160	NSM-Residential	441	E ST	\$507.82	\$0.00	\$159.40	\$667.22	\$0.00	\$667.22
008-143-180	NSM-Residential	435	E ST	\$483.64	\$0.00	\$151.80	\$635.44	\$63.54	\$571.90
008-143-250	NSM-Residential	445	E ST	\$870.54	\$0.00	\$273.24	\$1,143.78	\$0.00	\$1,143.78
008-143-270	NSM-Residential	455	E ST	\$628.72	\$0.00	\$197.34	\$826.06	\$82.60	\$743.46
008-143-280	NSM-Residential	449	E ST	\$830.24	\$0.00	\$260.60	\$1,090.84	\$109.08	\$981.76
008-143-310	NSM-Residential	401	E ST	\$725.46	\$0.00	\$227.70	\$953.16	\$95.32	\$857.84
008-143-320	NSM-Residential	417	E ST	\$612.60	\$0.00	\$192.28	\$804.88	\$80.48	\$724.40

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
008-143-320	NSM-Residential	415	E ST	\$709.34	\$0.00	\$222.64	\$931.98	\$93.20	\$838.78
008-143-340	NSM-Residential	419	E ST	\$274.06	\$0.00	\$86.02	\$360.08	\$0.00	\$360.08
008-143-340	NSM-Residential	421	E ST	\$241.82	\$0.00	\$75.90	\$317.72	\$0.00	\$317.72
008-143-350	NSM-Residential	425	E ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
008-143-350	NSM-Residential	423	E ST	\$241.82	\$0.00	\$75.90	\$317.72	\$31.78	\$285.94
008-143-360	NSM-Residential	429	E ST	\$733.52	\$0.00	\$230.24	\$963.76	\$0.00	\$963.76
008-143-360	NSM-Residential	427	E ST	\$773.82	\$0.00	\$242.88	\$1,016.70	\$0.00	\$1,016.70
008-143-390	NSM-Residential	463	E ST	\$628.72	\$0.00	\$197.34	\$826.06	\$0.00	\$826.06
008-143-400	NSM-Residential	465	E ST	\$145.10	\$0.00	\$45.54	\$190.64	\$19.06	\$171.58
008-143-400	NSM-Residential	465	E ST A	\$257.94	\$0.00	\$80.96	\$338.90	\$33.90	\$305.00
008-143-420	NSM-Residential	471	E ST	\$290.18	\$0.00	\$91.08	\$381.26	\$38.12	\$343.14
008-143-440	NSM-Residential	476	D ST	\$290.18	\$0.00	\$91.08	\$381.26	\$38.12	\$343.14
008-143-450	NSM-Residential	468	D ST	\$1,257.46	\$0.00	\$394.68	\$1,652.14	\$0.00	\$1,652.14
008-143-460	NSM-Residential	472	D ST	\$918.90	\$0.00	\$288.42	\$1,207.32	\$120.74	\$1,086.58
008-143-470	NSM-Residential	467	E ST	\$677.10	\$0.00	\$212.52	\$889.62	\$88.96	\$800.66
008-143-480	NSM-Residential	469	E ST	\$483.64	\$0.00	\$151.80	\$635.44	\$63.54	\$571.90
008-144-090	NSM-Residential	460	E ST	\$1,209.10	\$0.00	\$379.50	\$1,588.60	\$0.00	\$1,588.60
008-144-100	NSM-Residential	448	E ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
008-144-110	NSM-Residential	446	E ST	\$1,483.16	\$0.00	\$465.52	\$1,948.68	\$194.86	\$1,753.82
008-144-120	NSM-Residential	444	E ST	\$483.64	\$0.00	\$151.80	\$635.44	\$0.00	\$635.44
008-144-150	NSM-Residential	417	F ST	\$1,467.02	\$0.00	\$460.46	\$1,927.48	\$192.74	\$1,734.74
008-144-190	NSM-Residential	433	F ST	\$386.90	\$0.00	\$121.44	\$508.34	\$50.84	\$457.50
008-144-200	NSM-Residential	435	F ST	\$109.08	\$0.00	\$30.36	\$139.44	\$13.94	\$125.50
008-144-200	NSM-Residential	437	F ST	\$241.82	\$0.00	\$75.90	\$317.72	\$0.00	\$317.72
008-144-210	NSM-Residential	441	F ST	\$507.82	\$0.00	\$159.40	\$667.22	\$66.72	\$600.50
008-144-210	NSM-Residential	439	F ST	\$644.84	\$0.00	\$202.40	\$847.24	\$84.72	\$762.52
008-144-220	NSM-Residential	466	E ST A	\$145.10	\$0.00	\$45.54	\$190.64	\$19.06	\$171.58
008-144-220	NSM-Residential	466	E ST	\$435.28	\$0.00	\$136.62	\$571.90	\$0.00	\$571.90
008-144-230	NSM-Residential	464	E ST	\$918.90	\$0.00	\$288.42	\$1,207.32	\$120.74	\$1,086.58
008-144-240	NSM-Residential	462	E ST	\$685.16	\$0.00	\$215.06	\$900.22	\$0.00	\$900.22
008-144-260	NSM-Residential	421	F ST	\$241.82	\$0.00	\$75.90	\$317.72	\$31.78	\$285.94
008-144-270	NSM-Residential	419	F ST	\$918.90	\$0.00	\$288.42	\$1,207.32	\$0.00	\$1,207.32
008-144-290	NSM-Residential	412-416	E ST	\$2,047.40	\$0.00	\$642.62	\$2,690.02	\$0.00	\$2,690.02

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
011-014-080	NSM-Residential	1901	HILLSIDE BLVD	\$386.90	\$0.00	\$121.44	\$508.34	\$50.84	\$457.50
011-014-110	NSM-Residential	1903-05	HILLSIDE BLV	\$2,224.72	\$0.00	\$698.28	\$2,923.00	\$0.00	\$2,923.00
011-420-010	NSM-Residential	301	HOFFMAN ST	\$419.16	\$0.00	\$131.56	\$550.72	\$0.00	\$550.72
011-420-020	NSM-Residential	303	HOFFMAN ST	\$290.18	\$0.00	\$91.08	\$381.26	\$38.12	\$343.14
011-420-030	NSM-Residential	305	HOFFMAN CT	\$241.82	\$0.00	\$75.90	\$317.72	\$31.78	\$285.94
011-420-040	NSM-Residential	307	HOFFMAN ST	\$685.16	\$0.00	\$215.06	\$900.22	\$0.00	\$900.22
011-420-050	NSM-Residential	309	HOFFMAN ST	\$781.88	\$0.00	\$245.42	\$1,027.30	\$0.00	\$1,027.30
011-420-060	NSM-Residential	311	HOFFMAN ST	\$548.12	\$0.00	\$172.04	\$720.16	\$0.00	\$720.16
011-420-070	NSM-Residential	313	HOFFMAN STREET	\$169.28	\$0.00	\$53.14	\$222.42	\$22.24	\$200.18
011-420-080	NSM-Residential	315	HOFFMAN STREET	\$628.72	\$0.00	\$197.34	\$826.06	\$82.60	\$743.46
011-420-090	NSM-Residential	317	HOFFMAN STREET	\$1,305.82	\$0.00	\$409.86	\$1,715.68	\$0.00	\$1,715.68
011-420-100	NSM-Residential	319	HOFFMAN STREET	\$733.52	\$0.00	\$230.24	\$963.76	\$0.00	\$963.76
011-420-110	NSM-Residential	321	HOFFMAN STREET	\$411.10	\$0.00	\$129.04	\$540.14	\$0.00	\$540.14
011-420-120	NSM-Residential	316	HOFFMAN STREET	\$354.66	\$0.00	\$111.32	\$465.98	\$0.00	\$465.98
011-420-130	NSM-Residential	318	HOFFMAN STREET	\$290.18	\$0.00	\$91.08	\$381.26	\$38.12	\$343.14
011-420-140	NSM-Residential	320	HOFFMAN STREET	\$918.90	\$0.00	\$288.42	\$1,207.32	\$0.00	\$1,207.32
011-420-150	NSM-Residential	302	HOFFMAN STREET	\$644.84	\$0.00	\$202.40	\$847.24	\$84.72	\$762.52
011-420-160	NSM-Residential	304	HOFFMAN STREET	\$467.52	\$0.00	\$146.74	\$614.26	\$61.42	\$552.84
011-420-170	NSM-Residential	306	HOFFMAN STREET	\$999.52	\$0.00	\$313.72	\$1,313.24	\$131.32	\$1,181.92
011-420-180	NSM-Residential	308	HOFFMAN STREET	\$983.40	\$0.00	\$308.66	\$1,292.06	\$0.00	\$1,292.06
103-190-010	NSM-Residential	407	B ST	\$193.46	\$0.00	\$60.72	\$254.18	\$0.00	\$254.18
103-190-020	NSM-Residential	405	B ST	\$241.82	\$0.00	\$75.90	\$317.72	\$31.78	\$285.94
103-190-030	NSM-Residential	403	B ST	\$467.52	\$0.00	\$146.74	\$614.26	\$61.42	\$552.84
103-190-040	NSM-Residential	401	B ST	\$556.18	\$0.00	\$174.58	\$730.76	\$0.00	\$730.76
103-190-050	NSM-Residential	7627	MISSION ST	\$274.06	\$0.00	\$86.02	\$360.08	\$36.00	\$324.08
103-190-060	NSM-Residential	7625	MISSION ST	\$669.02	\$0.00	\$210.00	\$879.02	\$87.90	\$791.12
103-190-070	NSM-Residential	7623	MISSION ST	\$459.46	\$0.00	\$144.22	\$603.68	\$60.36	\$543.32
008-421-180	SSF-Institution	205	COLLINS AVE	\$0.00	\$1,074.60	\$341.56	\$1,416.16	\$0.00	\$1,416.16
008-421-190	SSF-Institution	207	COLLINS AVE	\$0.00	\$4,879.48	\$1,550.90	\$6,430.38	\$0.00	\$6,430.38
008-322-270	SSF-Light Ind.	81	COLMA BLVD	\$0.00	\$768.00	\$136.62	\$904.62	\$90.46	\$814.16
008-322-290	SSF-Light Ind.	65	COLMA BLVD	\$0.00	\$3,493.98	\$895.62	\$4,389.60	\$0.00	\$4,389.60
008-322-320	SSF-Light Ind.	1-17	COLMA BLVD	\$0.00	\$6,099.66	\$1,563.54	\$7,663.20	\$766.32	\$6,896.88
008-322-330	SSF-Light Ind.	101	COLMA BLVD	\$0.00	\$768.00	\$86.02	\$854.02	\$0.00	\$854.02

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
008-322-340	SSF-Light Ind.	115-119	COLMA BLVD	\$0.00	\$1,885.18	\$483.24	\$2,368.42	\$0.00	\$2,368.42
008-322-470	SSF-Light Ind.	19	COLMA BLVD	\$0.00	\$1,135.06	\$290.96	\$1,426.02	\$0.00	\$1,426.02
008-322-480	SSF-Light Ind.	27-39	COLMA BLVD	\$0.00	\$7,145.88	\$1,831.72	\$8,977.60	\$0.00	\$8,977.60
008-322-480	SSF-Light Ind.	55-63	COLMA BLVD	\$0.00	\$4,530.34	\$1,161.28	\$5,691.62	\$0.00	\$5,691.62
008-322-480	SSF-Light Ind.	41-53	COLMA BLVD	\$0.00	\$3,217.62	\$824.78	\$4,042.40	\$404.24	\$3,638.16
008-322-490	SSF-Light Ind.	75	COLMA BLVD	\$0.00	\$868.56	\$222.64	\$1,091.20	\$0.00	\$1,091.20
008-322-500	SSF-Light Ind.	91	COLMA BLVD	\$0.00	\$8,389.50	\$2,150.50	\$10,540.00	\$0.00	\$10,540.00
008-322-510	SSF-Light Ind.	121-123	COLMA BLVD	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
008-322-550	SSF-Light Ind.	2	COLMA BLVD	\$0.00	\$9,267.94	\$2,375.68	\$11,643.62	\$1,164.36	\$10,479.26
008-322-560	SSF-Light Ind.	200	COLMA BLVD	\$0.00	\$977.14	\$250.48	\$1,227.62	\$122.76	\$1,104.86
008-373-180	SSF-Light Ind.	5075	JUNIPERO SERRA	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
008-373-210	SSF-Light Ind.	4921-4925	JUNIPERO S	\$0.00	\$768.00	\$164.46	\$932.46	\$0.00	\$932.46
008-373-240	SSF-Light Ind.	4915	JUNIPERO SERRA	\$0.00	\$8,981.70	\$2,302.30	\$11,284.00	\$0.00	\$11,284.00
008-373-340	SSF-Light Ind.	970	A SERRAMONTE BL	\$0.00	\$768.00	\$93.62	\$861.62	\$86.16	\$775.46
008-373-380	SSF-Light Ind.	5055	JUNIPERO SERRA	\$0.00	\$3,572.94	\$915.86	\$4,488.80	\$0.00	\$4,488.80
008-373-420	SSF-Light Ind.	4923	JUNIPERO SERRA	\$0.00	\$2,388.54	\$612.26	\$3,000.80	\$0.00	\$3,000.80
008-373-490	SSF-Light Ind.	5001	JUNIPERO SERRA	\$0.00	\$19,256.38	\$4,936.04	\$24,192.42	\$0.00	\$24,192.42
008-373-510	SSF-Light Ind.	4939-4943	JUNIPERO S	\$0.00	\$768.00	\$154.34	\$922.34	\$0.00	\$922.34
008-373-520	SSF-Light Ind.	4929	JUNIPERO SERRA	\$0.00	\$768.00	\$30.36	\$798.36	\$0.00	\$798.36
008-373-520	SSF-Light Ind.	4933	JUNIPERO SERRA	\$0.00	\$768.00	\$35.42	\$803.42	\$0.00	\$803.42
008-373-520	SSF-Light Ind.	4937	JUNIPERO SERRA	\$0.00	\$768.00	\$98.68	\$866.68	\$86.66	\$780.02
008-373-520	SSF-Light Ind.	4945	JUNIPERO SERRA	\$0.00	\$1,914.78	\$490.82	\$2,405.60	\$0.00	\$2,405.60
008-373-520	SSF-Light Ind.	4941	JUNIPERO SERRA	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
008-373-550	SSF-Light Ind.	990	SERRAMONTE BLVD	\$0.00	\$6,415.50	\$1,644.50	\$8,060.00	\$0.00	\$8,060.00
008-373-550	SSF-Light Ind.	990	SERRAMONTE BLVD	\$0.00	\$1,677.90	\$430.10	\$2,108.00	\$0.00	\$2,108.00
008-374-020	SSF-Light Ind.	999	SERRAMONTE BLVD	\$0.00	\$2,240.50	\$574.32	\$2,814.82	\$0.00	\$2,814.82
008-374-040	SSF-Light Ind.	775	SERRAMONTE BLVD	\$0.00	\$6,859.66	\$1,758.36	\$8,618.02	\$0.00	\$8,618.02
008-374-050	SSF-Light Ind.	785	SERRAMONTE BLVD	\$0.00	\$8,764.56	\$2,246.64	\$11,011.20	\$1,101.12	\$9,910.08
008-392-140	SSF-Light Ind.	600	SERRAMONTE BLVD	\$0.00	\$898.18	\$230.24	\$1,128.42	\$112.84	\$1,015.58
008-392-190	SSF-Light Ind.	1150	EL CAMINO REAL	\$0.00	\$768.00	\$144.22	\$912.22	\$91.22	\$821.00
008-392-240	SSF-Light Ind.	1174	EL CAMINO REAL	\$0.00	\$768.00	\$189.76	\$957.76	\$95.78	\$861.98
008-392-320	SSF-Light Ind.	1198	EL CAMINO REAL	\$0.00	\$768.00	\$0.00	\$768.00	\$0.00	\$0.00
008-403-040	SSF-Light Ind.	1000	COLLINS AVE	\$0.00	\$2,349.06	\$602.14	\$2,951.20	\$0.00	\$2,951.20

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
008-421-040	SSF-Light Ind.	1232	EL CAMINO REAL	\$0.00	\$1,174.54	\$301.08	\$1,475.62	\$147.56	\$1,328.06
008-421-040	SSF-Light Ind.	1222	EL CAMINO REAL	\$0.00	\$799.48	\$204.94	\$1,004.42	\$0.00	\$1,004.42
008-421-120	SSF-Light Ind.	1200	EL CAMINO REAL	\$0.00	\$4,323.06	\$1,108.14	\$5,431.20	\$0.00	\$5,431.20
008-421-150	SSF-Light Ind.	245	COLLINS AVE	\$0.00	\$6,188.50	\$1,586.32	\$7,774.82	\$0.00	\$7,774.82
010-142-030	SSF-Light Ind.	1711	MISSION RD	\$0.00	\$768.00	\$126.50	\$894.50	\$0.00	\$894.50
010-142-040	SSF-Light Ind.	1707	MISSION RD	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
010-142-050	SSF-Light Ind.	1685	MISSION RD	\$0.00	\$1,184.40	\$303.60	\$1,488.00	\$0.00	\$1,488.00
010-142-070	SSF-Light Ind.	1675	MISSION RD	\$0.00	\$2,141.80	\$549.02	\$2,690.82	\$0.00	\$2,690.82
010-142-080	SSF-Light Ind.	1635	MISSION RD	\$0.00	\$5,112.66	\$1,310.54	\$6,423.20	\$642.32	\$5,780.88
010-142-080	SSF-Light Ind.	1655	MISSION RD	\$0.00	\$2,408.28	\$617.32	\$3,025.60	\$0.00	\$3,025.60
010-142-080	SSF-Light Ind.	1655	MISSION RD A	\$0.00	\$768.00	\$159.40	\$927.40	\$0.00	\$927.40
010-142-080	SSF-Light Ind.	1655	MISSION RD B	\$0.00	\$768.00	\$98.68	\$866.68	\$86.66	\$780.02
010-182-080	SSF-Light Ind.	1537	MISSION RD D	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
010-182-080	SSF-Light Ind.	1537	MISSION RD B	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
010-182-080	SSF-Light Ind.	1537	MISSION RD C	\$0.00	\$768.00	\$35.42	\$803.42	\$80.34	\$723.08
010-182-080	SSF-Light Ind.	1537	MISSION RD A	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
010-182-090	SSF-Light Ind.	1455	MISSION RD	\$0.00	\$768.00	\$106.26	\$874.26	\$0.00	\$874.26
010-182-110	SSF-Light Ind.	1427	MISSION RD	\$0.00	\$768.00	\$159.40	\$927.40	\$0.00	\$927.40
010-421-160	SSF-Light Ind.	480	COLLINS AVE	\$0.00	\$1,786.48	\$457.94	\$2,244.42	\$224.44	\$2,019.98
010-422-020	SSF-Light Ind.	1370	EL CAMINO REAL	\$0.00	\$1,273.24	\$326.38	\$1,599.62	\$159.96	\$1,439.66
010-422-020	SSF-Light Ind.	1370	EL CAMINO REAL	\$0.00	\$768.00	\$123.98	\$891.98	\$89.20	\$802.78
010-422-020	SSF-Light Ind.	1370	EL CAMINO REAL	\$0.00	\$6,751.08	\$1,730.52	\$8,481.60	\$848.16	\$7,633.44
010-422-040	SSF-Light Ind.	1300	EL CAMINO REAL	\$0.00	\$768.00	\$101.20	\$869.20	\$86.92	\$782.28
010-423-030	SSF-Light Ind.	1787	MISSION RD	\$0.00	\$858.70	\$220.12	\$1,078.82	\$0.00	\$1,078.82
010-423-040	SSF-Light Ind.	1773	MISSION RD	\$0.00	\$768.00	\$48.08	\$816.08	\$81.60	\$734.48
011-341-440	SSF-Light Ind.	1055	EL CAMINO REAL	\$0.00	\$8,478.34	\$2,173.28	\$10,651.62	\$0.00	\$10,651.62
011-341-500	SSF-Light Ind.	1361	EL CAMINO REAL	\$0.00	\$768.00	\$35.42	\$803.42	\$80.34	\$723.08
011-341-810	SSF-Light Ind.	1201	EL CAMINO REAL	\$0.00	\$2,398.42	\$614.80	\$3,013.22	\$0.00	\$3,013.22
011-341-940	SSF-Light Ind.	1199	EL CAMINO REAL	\$0.00	\$768.00	\$0.00	\$768.00	\$0.00	\$0.00
011-341-590	SSF-Manual	1301	EL CAMINO REAL	\$0.00	\$0.00	\$19.80	\$19.80	\$0.00	\$19.80
011-341-720	SSF-Manual	1171	EL CAMINO-ON HILL	\$0.00	\$0.00	\$19.80	\$19.80	\$0.00	\$19.80
011-341-850	SSF-Manual	1299	EL CAMINO REAL	\$0.00	\$0.00	\$19.80	\$19.80	\$0.00	\$19.80
008-373-190	SSF-Moderate Ind.	780	SERRAMONTE BLVD	\$0.00	\$6,195.46	\$1,014.54	\$7,210.00	\$721.00	\$6,489.00

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
008-373-200	SSF-Moderate Ind.	700	SERRAMONTE BLVD	\$0.00	\$51,865.66	\$8,493.22	\$60,358.88	\$0.00	\$60,358.88
008-373-550	SSF-Moderate Ind.	990	SERRAMONTE BLVD	\$0.00	\$7,894.96	\$1,292.84	\$9,187.80	\$0.00	\$9,187.80
008-374-020	SSF-Moderate Ind.	999	SERRAMONTE BLVD	\$0.00	\$5,608.36	\$918.40	\$6,526.76	\$0.00	\$6,526.76
008-392-260	SSF-Moderate Ind.	650	SERRAMONTE BLVD	\$0.00	\$6,674.40	\$1,092.96	\$7,767.36	\$776.74	\$6,990.62
008-403-020	SSF-Moderate Ind.	1500	COLLINS AVE	\$0.00	\$7,354.20	\$1,204.28	\$8,558.48	\$0.00	\$8,558.48
008-413-030	SSF-Moderate Ind.	707-711	SERRAMONTE BLVD	\$0.00	\$21,429.16	\$3,509.12	\$24,938.28	\$2,493.82	\$22,444.46
010-142-020	SSF-Moderate Ind.	1715	MISSION RD	\$0.00	\$768.00	\$30.36	\$798.36	\$0.00	\$798.36
010-142-100	SSF-Moderate Ind.	1725	MISSION RD	\$0.00	\$3,059.10	\$500.94	\$3,560.04	\$0.00	\$3,560.04
010-421-180	SSF-Moderate Ind.	248	COLLINS AVE	\$0.00	\$768.00	\$30.36	\$798.36	\$0.00	\$798.36
010-421-190	SSF-Moderate Ind.	530	COLLINS AVE	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
010-421-200	SSF-Moderate Ind.	500	COLLINS AVE	\$0.00	\$1,977.60	\$323.84	\$2,301.44	\$0.00	\$2,301.44
010-423-050	SSF-Moderate Ind.	1755	MISSION RD	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
011-341-330	SSF-Moderate Ind.	475	SERRAMONTE BLVD	\$0.00	\$3,738.90	\$612.26	\$4,351.16	\$435.12	\$3,916.04
011-341-830	SSF-Moderate Ind.	475-485	SERRAMONTE BLVD	\$0.00	\$8,791.06	\$1,439.58	\$10,230.64	\$1,023.06	\$9,207.58
011-341-960	SSF-Moderate Ind.	445	SERRAMONTE BLVD	\$0.00	\$15,280.06	\$2,502.18	\$17,782.24	\$1,778.22	\$16,004.02
008-392-300	SSF-Res-Multpl	1180-1190	EL CAMINO REAL	\$0.00	\$12,438.00	\$0.00	\$12,438.00	\$0.00	\$0.00
011-370-220	SSF-Res-Multpl	1670-1692	MISSION RD	\$0.00	\$45,606.00	\$3,903.80	\$49,509.80	\$0.00	\$49,509.80
008-421-050	SSF-Res-Single	1242	EL CAMINO REAL	\$0.00	\$768.00	\$369.38	\$1,137.38	\$0.00	\$1,137.38
010-142-080	SSF-Res-Single	1655	MISSION RD D	\$0.00	\$768.00	\$323.84	\$1,091.84	\$0.00	\$1,091.84
010-182-040	SSF-Res-Single	1439	MISSION RD	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
010-182-100	SSF-Res-Single	1457	MISSION RD	\$0.00	\$768.00	\$73.38	\$841.38	\$84.14	\$757.24
010-182-100	SSF-Res-Single	1451	MISSION RD	\$0.00	\$768.00	\$73.38	\$841.38	\$84.14	\$757.24
010-182-100	SSF-Res-Single	1445	MISSION RD	\$0.00	\$768.00	\$121.44	\$889.44	\$88.94	\$800.50
010-182-130	SSF-Res-Single	1433	MISSION RD	\$0.00	\$768.00	\$60.72	\$828.72	\$82.88	\$745.84
010-182-130	SSF-Res-Single	1431	MISSION RD R	\$0.00	\$768.00	\$70.84	\$838.84	\$0.00	\$838.84
010-460-010	SSF-Res-Single	1377	MISSION RD	\$0.00	\$768.00	\$121.44	\$889.44	\$88.94	\$800.50
010-460-020	SSF-Res-Single	1373	MISSION RD	\$0.00	\$768.00	\$255.54	\$1,023.54	\$102.36	\$921.18
010-460-030	SSF-Res-Single	1369	MISSION RD	\$0.00	\$768.00	\$106.26	\$874.26	\$0.00	\$874.26
010-460-040	SSF-Res-Single	1365	MISSION RD	\$0.00	\$768.00	\$0.00	\$768.00	\$0.00	\$0.00
010-460-050	SSF-Res-Single	1361	MISSION RD	\$0.00	\$768.00	\$48.08	\$816.08	\$0.00	\$816.08
010-460-060	SSF-Res-Single	1357	MISSION RD	\$0.00	\$768.00	\$177.10	\$945.10	\$0.00	\$945.10
010-460-070	SSF-Res-Single	1351	ISABELLE CIR	\$0.00	\$768.00	\$341.56	\$1,109.56	\$110.96	\$998.60
010-460-080	SSF-Res-Single	1353	ISABELLE CIR	\$0.00	\$768.00	\$60.72	\$828.72	\$82.88	\$745.84

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
010-460-090	SSF-Res-Single	1355	ISABELLE CIR	\$0.00	\$768.00	\$88.56	\$856.56	\$0.00	\$856.56
010-460-100	SSF-Res-Single	1357	ISABELLE CIR	\$0.00	\$768.00	\$149.28	\$917.28	\$0.00	\$917.28
010-460-110	SSF-Res-Single	1359	ISABELLE CIR	\$0.00	\$768.00	\$106.26	\$874.26	\$0.00	\$874.26
010-460-120	SSF-Res-Single	1341	ISABELLE CIR	\$0.00	\$768.00	\$129.04	\$897.04	\$89.70	\$807.34
010-460-130	SSF-Res-Single	1343	ISABELLE CIR	\$0.00	\$768.00	\$151.80	\$919.80	\$91.98	\$827.82
010-460-140	SSF-Res-Single	1345	ISABELLE CIR	\$0.00	\$768.00	\$96.14	\$864.14	\$86.42	\$777.72
010-460-150	SSF-Res-Single	1347	ISABELLE CIR	\$0.00	\$768.00	\$73.38	\$841.38	\$84.14	\$757.24
010-460-160	SSF-Res-Single	1349	ISABELLE CIR	\$0.00	\$768.00	\$136.62	\$904.62	\$90.46	\$814.16
010-460-170	SSF-Res-Single	1353	MISSION RD	\$0.00	\$768.00	\$73.38	\$841.38	\$84.14	\$757.24
010-460-180	SSF-Res-Single	1349	MISSION RD	\$0.00	\$768.00	\$123.98	\$891.98	\$89.20	\$802.78
010-460-190	SSF-Res-Single	1345	MISSION RD	\$0.00	\$768.00	\$43.02	\$811.02	\$81.10	\$729.92
010-460-200	SSF-Res-Single	1341	MISSION RD	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
010-460-210	SSF-Res-Single	1327	MISSION RD	\$0.00	\$768.00	\$131.56	\$899.56	\$89.96	\$809.60
010-460-220	SSF-Res-Single	1323	MISSION RD	\$0.00	\$768.00	\$182.16	\$950.16	\$0.00	\$950.16
010-460-230	SSF-Res-Single	1319	MISSION RD	\$0.00	\$768.00	\$210.00	\$978.00	\$0.00	\$978.00
010-460-240	SSF-Res-Single	1315	MISSION RD	\$0.00	\$768.00	\$58.20	\$826.20	\$82.62	\$743.58
010-460-250	SSF-Res-Single	1311	MISSION RD	\$0.00	\$768.00	\$210.00	\$978.00	\$97.80	\$880.20
010-460-260	SSF-Res-Single	1307	MISSION RD	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
010-460-270	SSF-Res-Single	1303	MISSION RD	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
010-460-280	SSF-Res-Single	1331	ISABELLE CIR	\$0.00	\$768.00	\$123.98	\$891.98	\$89.20	\$802.78
010-460-290	SSF-Res-Single	1333	ISABELLE CIR	\$0.00	\$768.00	\$166.98	\$934.98	\$0.00	\$934.98
010-460-300	SSF-Res-Single	1335	ISABELLE CIR	\$0.00	\$768.00	\$121.44	\$889.44	\$88.94	\$800.50
010-460-310	SSF-Res-Single	1337	ISABELLE CIR	\$0.00	\$768.00	\$179.64	\$947.64	\$0.00	\$947.64
010-460-320	SSF-Res-Single	1339	ISABELLE CIR	\$0.00	\$768.00	\$199.88	\$967.88	\$0.00	\$967.88
010-460-330	SSF-Res-Single	1321	ISABELLE CIR	\$0.00	\$768.00	\$151.80	\$919.80	\$0.00	\$919.80
010-460-340	SSF-Res-Single	1323	ISABELLE CIR	\$0.00	\$768.00	\$75.90	\$843.90	\$84.40	\$759.50
010-460-350	SSF-Res-Single	1325	ISABELLE CIR	\$0.00	\$768.00	\$253.00	\$1,021.00	\$0.00	\$1,021.00
010-460-360	SSF-Res-Single	1327	ISABELLE CIR	\$0.00	\$768.00	\$161.92	\$929.92	\$0.00	\$929.92
010-460-370	SSF-Res-Single	1329	ISABELLE CIR	\$0.00	\$768.00	\$212.52	\$980.52	\$98.06	\$882.46
010-460-380	SSF-Res-Single	1245	ISABELLE CIR	\$0.00	\$768.00	\$166.98	\$934.98	\$93.50	\$841.48
010-460-390	SSF-Res-Single	1247	ISABELLE CIR	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
010-460-400	SSF-Res-Single	1249	ISABELLE CIR	\$0.00	\$768.00	\$184.70	\$952.70	\$0.00	\$952.70
010-460-410	SSF-Res-Single	1251	ISABELLE CIR	\$0.00	\$768.00	\$151.80	\$919.80	\$91.98	\$827.82

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
010-460-420	SSF-Res-Single	1237	ISABELLE CIR	\$0.00	\$768.00	\$151.80	\$919.80	\$91.98	\$827.82
010-460-430	SSF-Res-Single	1239	ISABELLE CIR	\$0.00	\$768.00	\$189.76	\$957.76	\$0.00	\$957.76
010-460-440	SSF-Res-Single	1241	ISABELLE CIR	\$0.00	\$768.00	\$98.68	\$866.68	\$86.66	\$780.02
010-460-450	SSF-Res-Single	1243	ISABELLE CIR	\$0.00	\$768.00	\$91.08	\$859.08	\$85.90	\$773.18
010-460-460	SSF-Res-Single	1299	MISSION RD	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
010-460-470	SSF-Res-Single	1295	MISSION RD	\$0.00	\$768.00	\$73.38	\$841.38	\$84.14	\$757.24
010-460-480	SSF-Res-Single	1291	MISSION RD	\$0.00	\$768.00	\$48.08	\$816.08	\$81.60	\$734.48
010-460-490	SSF-Res-Single	1287	MISSION RD	\$0.00	\$768.00	\$139.16	\$907.16	\$0.00	\$907.16
010-460-500	SSF-Res-Single	1283	MISSION RD	\$0.00	\$768.00	\$242.88	\$1,010.88	\$0.00	\$1,010.88
010-460-510	SSF-Res-Single	1279	MISSION RD	\$0.00	\$768.00	\$227.70	\$995.70	\$0.00	\$995.70
010-460-520	SSF-Res-Single	1229	ISABELLE CIR	\$0.00	\$768.00	\$179.64	\$947.64	\$0.00	\$947.64
010-460-530	SSF-Res-Single	1231	ISABELLE CIR	\$0.00	\$768.00	\$75.90	\$843.90	\$84.40	\$759.50
010-460-540	SSF-Res-Single	1233	ISABELLE CIR	\$0.00	\$768.00	\$154.34	\$922.34	\$0.00	\$922.34
010-460-550	SSF-Res-Single	1235	ISABELLE CIR	\$0.00	\$768.00	\$141.68	\$909.68	\$0.00	\$909.68
010-460-560	SSF-Res-Single	1221	ISABELLE CIR	\$0.00	\$768.00	\$263.12	\$1,031.12	\$0.00	\$1,031.12
010-460-570	SSF-Res-Single	1223	ISABELLE CIR	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
010-460-580	SSF-Res-Single	1225	ISABELLE CIR	\$0.00	\$768.00	\$131.56	\$899.56	\$89.96	\$809.60
010-460-590	SSF-Res-Single	1227	ISABELLE CIR	\$0.00	\$768.00	\$50.60	\$818.60	\$81.86	\$736.74
010-460-600	SSF-Res-Single	1275	MISSION RD	\$0.00	\$768.00	\$91.08	\$859.08	\$0.00	\$859.08
010-460-610	SSF-Res-Single	1271	MISSION RD	\$0.00	\$768.00	\$136.62	\$904.62	\$90.46	\$814.16
010-460-620	SSF-Res-Single	1267	MISSION RD	\$0.00	\$768.00	\$164.46	\$932.46	\$0.00	\$932.46
010-460-630	SSF-Res-Single	1263	MISSION RD	\$0.00	\$768.00	\$121.44	\$889.44	\$0.00	\$889.44
011-154-090	SSF-Res-Single	2702	HILLSIDE BLVD	\$0.00	\$768.00	\$151.80	\$919.80	\$0.00	\$919.80
011-154-090	SSF-Res-Single	2700	HILLSIDE BLVD	\$0.00	\$768.00	\$301.08	\$1,069.08	\$106.90	\$962.18
011-154-100	SSF-Res-Single	2706	HILLSIDE BLVD	\$0.00	\$768.00	\$159.40	\$927.40	\$92.74	\$834.66
011-154-100	SSF-Res-Single	2704	HILLSIDE BLVD	\$0.00	\$768.00	\$106.26	\$874.26	\$0.00	\$874.26
011-154-110	SSF-Res-Single	2710	HILLSIDE BLVD	\$0.00	\$768.00	\$30.36	\$798.36	\$79.84	\$718.52
011-154-110	SSF-Res-Single	2708	HILLSIDE BLVD	\$0.00	\$768.00	\$106.26	\$874.26	\$0.00	\$874.26
008-322-340	SSF-Restaurant	111	COLMA BLVD	\$0.00	\$7,132.12	\$799.48	\$7,931.60	\$793.16	\$7,138.44
008-322-500	SSF-Restaurant	91	COLMA BLVD	\$0.00	\$8,779.74	\$984.18	\$9,763.92	\$0.00	\$9,763.92
008-322-550	SSF-Restaurant	2	COLMA BLVD	\$0.00	\$1,557.34	\$174.58	\$1,731.92	\$0.00	\$1,731.92
008-373-340	SSF-Restaurant	970	B SERRAMONTE BL	\$0.00	\$12,413.50	\$1,391.50	\$13,805.00	\$1,380.50	\$12,424.50
008-373-380	SSF-Restaurant	5035	JUNIPERO SERRA	\$0.00	\$22,254.02	\$2,494.58	\$24,748.60	\$0.00	\$24,748.60

TOWN OF COLMA
ANNUAL SEWER SERVICE CHARGES
FISCAL YEAR 2024-25

APN	Category	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation incentive (1)	Water Conservation Incentive (2)	Final Charge to Property after water conservation incentive [(1)-(2)]
008-373-380	SSF-Restaurant	5045	JUNIPERO SERRA	\$0.00	\$6,680.72	\$748.88	\$7,429.60	\$0.00	\$7,429.60
008-373-440	SSF-Restaurant	5025	JUNIPERO SERRA	\$0.00	\$21,012.68	\$2,355.44	\$23,368.12	\$0.00	\$23,368.12
008-373-500	SSF-Restaurant	4927	JUNIPERO SERRA	\$0.00	\$15,483.02	\$1,735.58	\$17,218.60	\$0.00	\$17,218.60
008-373-520	SSF-Restaurant	4931	JUNIPERO SERRA	\$0.00	\$7,741.52	\$867.80	\$8,609.32	\$0.00	\$8,609.32
008-373-520	SSF-Restaurant	4935	JUNIPERO SERRA	\$0.00	\$5,687.64	\$637.56	\$6,325.20	\$0.00	\$6,325.20
008-373-550	SSF-Restaurant	990	SERRAMONTE BLVD	\$0.00	\$7,944.64	\$890.56	\$8,835.20	\$0.00	\$8,835.20
011-341-400	SSF-Restaurant	1700	HILLSIDE BLVD	\$0.00	\$181,936.78	\$20,394.34	\$202,331.12	\$0.00	\$202,331.12
				\$156,495.74	\$744,180.26	\$163,677.50	\$1,064,353.50	\$31,715.40	\$1,016,255.50
82% of NSMCSD Rate; i.e. 0.82 x \$9.83 = \$8.0606				NSMCSD Treatment Charge \$	SSF Treatment Charge \$	Collection Charge \$	Parcel Charge before Water Conservation Incentive (1)	Water Conservation Incentive (2)	Final Parcel Charges
				\$156,495.74	\$744,180.26	\$163,677.50	\$1,064,353.50	\$31,715.40	\$1,016,255.50
100% of NSMCSD Rate, i.e. \$9.83 per HCF				\$190,139.54	\$744,180.26	\$163,677.50			
Village Serramonte (Daly City Sub-Division Flows to SSF through Colma) - HCF				-\$135,936.00		\$135,936.00	\$29,063.81		
177 Units	\$768	Per Unit	11,482						
TOTAL				\$25,139.73	\$880,116.26	\$192,741.31			



ATTACHMENT C - INQUIRIES AND PROTESTS LOG FY 2024-25						
No.	Inquiry	Date	Address	Reason for Inquiry	Response	Resolved/Pending
1	Phone Call	6/4/2024	707-711 Serramonte Boulevard	General questions about sewer charges and if any payment is due right now.	The sewer notice is not a bill. It is an informational notice. The sewer charges will be billed through the property tax roll.	Resolved
3						
4						
5						





STAFF REPORT

TO: Mayor and Members of the City Council
FROM: Dan Barros, City Manager
Michelle Estabillo, City Clerk
Christopher J. Diaz, City Attorney
MEETING DATE: June 26, 2024
SUBJECT: Sales Tax Ballot Measure

RECOMMENDATION

Staff recommends that the City Council adopt:

RESOLUTION CALLING FOR THE PLACEMENT OF A GENERAL TAX MEASURE ON THE BALLOT FOR THE NOVEMBER 5, 2024 GENERAL MUNICIPAL ELECTION FOR THE SUBMISSION TO THE QUALIFIED VOTERS OF AN ORDINANCE TO ENACT A GENERAL TRANSACTIONS AND USE TAX (SALES TAX) AT THE RATE OF ONE HALF CENT (1/2¢) PURSUANT TO CEQA GUIDELINE 15378

RESOLUTION REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN MATEO TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 5, 2024 WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THAT DATE PURSUANT TO §10403 OF THE ELECTIONS CODE REGARDING A TOWN MEASURE PURSUANT TO CEQA GUIDELINE 15378

RESOLUTION PROVIDING FOR THE FILING OF PRIMARY AND REBUTTAL ARGUMENTS AND SETTING RULES FOR THE FILING OF WRITTEN ARGUMENTS REGARDING A TOWN MEASURE TO BE SUBMITTED AT THE NOVEMBER 5, 2024 GENERAL MUNICIPAL ELECTION PURSUANT TO CEQA GUIDELINE 15378

EXECUTIVE SUMMARY

On July 26, 2023, the City Council held a study session on the topic of revenue strategies. Discussions were had on the potential for a new sales tax measure as well as on the restructuring of the Town's business license tax. At the study session, the City Council directed staff to secure an election consultant to gauge community interest in a potential new Sales Tax Measure for the November 2024 general Election. In November of 2023, the Town entered into

an agreement with Props and Measures, in collaboration with EMC Research, for community polling and surveys of the community's satisfaction of Town services. Polling results were presented to the City Council at the March 27, 2024 City Council Meeting with overwhelming community support of current Town Services and the desire to maintain this level of service for the foreseeable future.

The attached resolutions will initiate the ballot measure process, and the ordinance included as an attachment includes the actual text of the ordinance that the voters will consider.

FISCAL IMPACT

If approved by voters, the sales tax increase would provide a fiscal benefit to the Town of approximately \$2.3 Million. There will be a fiscal impact for placing the measure on the ballot and the current budget approved by Council for election-related expenses is \$18,000.

ANALYSIS

Props and Measures, in collaboration with EMC Research, conducted multiple community surveys and polling efforts. Postcards directing community members to an online community feedback survey were mailed to each registered voter in Colma. Additionally, the Town utilized its social media platforms to further direct community members to participate in the survey highlighting the different ways to access the survey.

On March 27, 2024, representatives from both Props and Measures as well as EMC Research presented the survey data to the City Council. The data revealed overwhelming community support for current Town Services with a strong desire to maintain this level of service for years to come. General public Safety and neighborhood police patrols were cited as the highest priorities for future funding within the survey results.

The Town continues to welcome additional community feedback through an active survey along with additional information on this topic on the Town's website: colma.ca.gov/measure.

The Measure

In an effort to maintain Town services, staff is recommending that City Council submit a measure to the voters of the Town in November of this year to establish a ½ cent general transactions and use tax (local sales tax) in order to provide locally controlled funding for general Town services.

The statement of the measure would be as follows:

"TOWN OF COLMA SALES TAX MEASURE.

To maintain general Town services such as 911 emergency response, community programs and events, parks, public safety, recreational youth and adult programs; respond to property crimes/thefts/burglaries; and retain/attract local businesses; shall the measure establishing a 1/2¢ sales tax providing approximately \$2.3 Million annually until ended by voters; requiring audits, public spending disclosures, funds locally controlled, be adopted?"

If approved by Council, the measure would appear on the November 5, 2024 General Election ballot for voter approval. It proposes a general tax to provide funding for Town of Colma services and requires a majority (50% plus one) of votes cast by voters to approve the measure. Staff estimates that a new half-cent transactions and use tax would generate approximately \$2.3 Million annually for the general fund. The local sales tax could be used for any general municipal purpose. This amount could be used to maintain existing service levels and for general fund purposes. It is again noted that all funds received from this half-cent sales tax would be locally generated and could not be taken away by the State to balance its own budget in any future fiscal challenge

Resolutions

Attached are the three resolutions, which the Council must adopt by a 2/3 vote, to place the measure on the ballot.

Resolution No. 2024-XX is the principal resolution which calls the election and places the measure on the November 5, 2024 ballot. It contains the language of the proposed sales tax measure (and adopting ordinance) to be submitted to the voters and directs the City Attorney to prepare an impartial analysis of the measure pursuant to California Elections Code Section 9280. It is noted that because the California Department of Tax and Fee Administration (CDTFA - formerly known as the Board of Equalization) collects and administers local sales taxes, any draft local sales tax measure must be reviewed and approved by CDTFA before placement on the ballot. The Town has been in contact with CDTFA and secured their written approval of the tax measure's language last week.

Resolution Nos. 2024-XX and 2024-XX are largely boilerplate resolutions to help set up the election on the measure. One resolution consolidates the City's sales tax measure with the November Statewide General Election on November 5, 2024, effectively allowing the San Mateo County Registrar of Voters to conduct the election on the Town's behalf. The other resolution sets deadlines and rules for how and when interested persons may submit arguments for or against the proposed sales tax measure. Consistent with the Transient Occupancy Measure (TOT) adopted by the voters in 2018, staff assumes that the City Council will want to prepare the arguments in favor of the measure. If so, only two members should be selected and staff has included a blank space in the resolution for the City Council to designate two members for this purpose. Please keep in mind that once designated, public resources, including Town staff time, cannot be used to assist with the argument in favor of the measure. Instead, the two City Council members should prepare the argument in favor without accessing public resources to do so.

Under California Proposition 218, the upcoming November 5, 2024 Municipal General Election is an appropriate date to place a local general tax measure on the ballot. Pursuant to California Government Code Section 53724(b) (Proposition 62) and Revenue and Taxation Code Section 7285.9, a two-thirds (2/3) vote of the membership of the City Council is required to adopt these resolutions.

If approved by a majority of the voters, this sales tax increase is estimated to provide an additional \$2.3 Million annually to the Town's General Fund.

CONCLUSION

It is recommended that the City Council adopt the series of three resolutions to place a sales tax ballot measure on the November 5, 2024 ballot.

ATTACHMENTS

- A. Resolution calling for the placement of a general tax measure on the ballot to be held at the November 5, 2024 General Municipal Election for the submission to the qualified voters of a proposed ordinance to enact general transactions and use tax (sales tax) at the rate of one half cent (1/2¢) pursuant to CEQA Guideline 15378.
- B. Resolution requesting the Board of Supervisors of San Mateo County to consolidate a General Municipal Election to be held on November 5, 2024 with the Statewide General Election to be held on the same date pursuant to Section 10403 of the Elections Code regarding a Town measure pursuant to CEQA Guideline 15378.
- C. Resolution providing for the filing of primary and rebuttal arguments and setting rules for the filing of written arguments regarding a Town measure to be submitted to the qualified voters at the November 5, 2024 General Municipal Election pursuant to CEQA Guideline 15378

**RESOLUTION NO. 2024-_____
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION CALLING FOR THE PLACEMENT OF A GENERAL TAX MEASURE
ON THE BALLOT FOR THE NOVEMBER 5, 2024 GENERAL MUNICIPAL
ELECTION FOR THE SUBMISSION TO THE QUALIFIED VOTERS OF AN
ORDINANCE TO ENACT A GENERAL TRANSACTIONS AND USE TAX (SALES
TAX) AT THE RATE OF ONE HALF CENT (1/2¢) PURSUANT TO CEQA
GUIDELINE 15378**

The City Council of the Town of Colma does hereby resolve as follows:

1. Background.

- (a) The Town of Colma ("Town") is authorized to levy a Transactions and Use Tax ("TUT") for general purposes pursuant to California Revenue and Taxation Code section 7285.9, subject to approval by a majority vote of the electorate pursuant to Article XIIIIC, section 2 of the California Constitution ("Proposition 218").
- (b) Pursuant to California Elections Code section 9222, the City Council has authority to place local measures on the ballot to be considered at a Municipal Election.
- (c) The City Council would like to submit to the voters at the November 5, 2024 General Municipal Election a measure establishing the rate of the TUT of one half cent (1/2¢) on the sale and/or use of all tangible personal property sold at retail in the Town until it is repealed by voters, as more specifically set forth in the attached proposed ordinance adding Chapter 7.05 to the Town's Municipal Code.
- (d) The one half cent (1/2¢) TUT is a general tax, the revenue of which will be placed in the Town's general fund and will be used to pay for general City services.
- (e) The Town of Colma strives to maintain public safety, security, and quality local services for all who live or visit here.
- (f) The Town strives to be fiscally responsible while providing services for our residents, including police and emergency services, parks and other local services.
- (g) Maintaining and improving services and continuing to invest in the Town's appearance are top priorities expressed by residents.
- (h) In order to maintain these services, the Town is actively planning for the future.
- (i) If enacted, the measure could provide funding to help maintain emergency response times, including crime prevention programs and services, such as neighborhood police patrols.
- (j) If enacted, the measure could provide funding to help repair potholes and maintain local streets.

(k) If enacted, the measure could provide funding to maintain parks, the community center and services and programs for youth, families and seniors.

(l) The measure would not apply to purchases like groceries and medicine which are exempt from sales tax.

(m) The measure would apply to visitors who shop in the Town.

(n) The measure is subject to accountability provisions, such as all funds raised by the measure being subject to independent audits and public review.

(o) Under State law, the State cannot take any revenues from the measure, and funds from this tax will be subject to local control to fund local programs and services.

(p) On November 6, 1996, the voters of the State of California approved Proposition 218, an amendment to the State Constitution which requires that all general taxes which are imposed, extended or increased must be submitted to the electorate and approved by a majority vote of the qualified electors voting in the election.

(q) Pursuant to Proposition 218 (California Constitution, Article XIII C, section 2(b)), the general rule is that any local election for the approval of an increase to a general tax must be consolidated with a regularly scheduled general election for members of the governing body of the local government.

(r) The next regularly scheduled general election at which City Council members will be elected is November 5, 2024.

(s) Pursuant to Revenue and Taxation Code section 7285.9, a two-thirds (2/3) vote of all members of the City Council is required to place the Measure on the November 5, 2024 ballot.

(t) The ordinance to be considered by the qualified voters and the terms of approval, collection and use of the general TUT are described and provided for in the ordinance/measure attached hereto as Exhibit "A" (the "Measure") and by this reference made an operative part hereof, in accordance with all applicable laws.

2. Order

(a) Incorporation of Recitals. The foregoing recitals are true and correct and are hereby incorporated and made an operative part of this Resolution.

(b) Submission of Ballot Measure. Pursuant to California Elections Code section 9222, Government Code section 53724, Revenue and Taxation Code section 7285.9 and any other applicable requirements of the laws of the State of California relating to the City, the City Council, **by a two-thirds (2/3) vote of all members**, hereby orders the Measure to be submitted to the voters of the Town at the General Municipal Election to be held on **Tuesday, November 5, 2024.**

(c) The City Council, pursuant to California Elections Code section 9222, hereby orders that the ballot question for the Measure shall be presented and printed upon the ballot submitted to the qualified voters in the manner and form set forth in this Section (c). On the ballot to be submitted to the qualified voters at the General Municipal Election to be held on Tuesday, November 5, 2024, in addition to any other matters required by law, there shall be printed substantially the following ballot question:

"TOWN OF COLMA SALES TAX MEASURE. To maintain general Town services such as 911 emergency response, community programs and events, parks, public safety, recreational youth and adult programs, respond to property crimes/thefts/burglaries, and retain/attract local businesses; shall the measure establishing a 1/2¢ sales tax providing approximately \$2.3 Million annually until ended by voters; requiring audits, public spending disclosures, funds locally controlled, be adopted?"	YES
	NO

(d) **Conduct of Election.** The City Clerk is authorized, instructed, and directed to procure and furnish any and all official ballots, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election. In all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

(e) Pursuant to Elections Code section 9280, the City Council hereby directs the City Clerk to transmit a copy of the Measure to the City Attorney. The City Attorney shall prepare an impartial analysis of the Measure, not to exceed 500 words in length, showing the effect of the Measure on the existing law and the operation of the Measure, and transmit such impartial analysis to the City Clerk not later than the deadline for submittal of primary arguments for or against the Measure.

The impartial analysis shall include a statement indicating whether the Measure was placed on the ballot by a petition signed by the requisite number of voters or by the City Council. In the event the entire text of the Measure is not printed on the ballot, nor in the voter information guide, there shall be printed immediately below the impartial analysis, in no less than 10-font bold type, the following: **"The above statement is an impartial analysis of Ordinance or Measure _____. If you desire a copy of the ordinance or measure, please call the Office of the City Clerk at (650) 997-8300 and a copy will be mailed at no cost to you."**

(f) Notice of the election is hereby given and the City Clerk is authorized, instructed and directed to give further or additional notice of the election, in time, form and manner as required by law.

(g) **Placement on the Ballot.** The full text of the Measure shall not be printed in the voter information guide, and a statement shall be printed on the ballot pursuant to Elections Code section 9223 advising voters that they may obtain a copy of this Resolution and the Measure, at no cost, upon request made to the City Clerk.

(h) **Filing with County.** The City Clerk shall, not later than the 88th day prior to the General Municipal Election to be held on Tuesday, November 5, 2024, file with the Board of Supervisors and the Registrar of Voters of the County of San Mateo, State of California, a certified copy of this Resolution.

(i) **Public Examination.** Pursuant to Elections Code section 9295, this Measure will be available for public examination for no fewer than ten (10) calendar days prior to being submitted for printing in the voter information guide. The City Clerk shall post notice in the Clerk's office of the specific dates that the examination period will run.

(j) The City Council hereby finds and determines that the Measure relates to organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and therefore is not a project within the meaning of the California Environmental Quality Act ("CEQA") and the State CEQA Guidelines, section 15378(b)(5).

(k) The provisions of this Resolution are severable and if any provision of this Resolution is held invalid, that provision shall be severed from the Resolution and the remainder of this Resolution shall continue in full force and effect, and not be affected by such invalidity.

(l) This Resolution shall become effective upon its adoption.

(m) The City Clerk shall certify to the adoption of this Resolution.

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Certification of Adoption

I certify that the foregoing Resolution No. 2024 - ____ was duly adopted at a regular meeting of the City Council of the Town of Colma held on June 26, 2024, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
John Irish Goodwin, Mayor					
Ken Gonzalez, Vice Mayor					
Helen Fisicaro, Councilmember					
Joanne F. del Rosario, Councilmember					
Carrie Slaughter, Councilmember					
<i>Voting Tally</i>					

Dated _____

John Irish Goodwin, Mayor

Attest: _____
Michelle Estabillo, City Clerk



Exhibit "A"
Transactions and Use Tax Ordinance

[attached behind this page]



ORDINANCE NO. _____

**AN ORDINANCE OF THE PEOPLE OF THE TOWN OF COLMA, CALIFORNIA, ADDING
CHAPTER 7.05 TO CHAPTER 7 (REVENUE AND TAXATION) OF THE COLMA
MUNICIPAL CODE TO ENACT A ONE HALF PERCENT (1/2%) GENERAL
TRANSACTIONS AND USE TAX (SALES TAX) TO BE ADMINISTERED BY THE
CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION**

WHEREAS, pursuant to California Revenue and Taxation Code section 7285.9 the Town of Colma ("Town") is authorized to levy a Transactions and Use Tax for general purposes, subject to majority voter approval; and

WHEREAS, the People of the Town desire add Chapter 7.05 to Chapter 7 of the Colma Municipal Code establishing a general Transactions and Use Tax ("TUT") until ended by voters, on the sale and/or use of all tangible personal property sold at retail in the City, at a rate of one half percent (1/2%).

**NOW, THEREFORE, THE PEOPLE OF THE TOWN OF COLMA DO HEREBY
ORDAIN AS FOLLOWS:**

Section 1. Title and Text. This Ordinance shall be known as the "Colma General Transactions and Use Tax", the full text of which is set forth in Attachment "1", attached hereto and incorporated herein by reference.

Section 2. Approval by the City Council. Pursuant to California Government Code section 53724 and Revenue and Taxation Code section 7285.9, this Ordinance was duly approved for placement on the ballot by a minimum two-thirds (2/3) supermajority of all members of the City Council on June 26, 2024.

Section 3. Approval by the Voters. Pursuant to California Elections Code section 9217, this Ordinance shall be deemed adopted and take effect only if approved by a majority of the eligible voters of the Town of Colma voting at the General Municipal Election of November 5, 2024. It shall be deemed adopted when the City Council has certifies the results of that election by resolution and shall take effect ten (10) days thereafter.

Section 4. Operative Date. "Operative Date" for the Transactions and Use Tax means the first day of the first calendar quarter commencing more than 110 days after the date this Ordinance is adopted, as set forth in Section 3 above.

Section 5. Severability. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the Ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

I hereby certify that the Colma General Transactions and Use Tax Ordinance was **PASSED, APPROVED, AND ADOPTED** by the People of the Town of Colma on the 5th day of November, 2024.

TOWN OF COLMA

JOHN IRISH GOODWIN, MAYOR

ATTEST:

MICHELLE ESTABILLO, CITY CLERK

APPROVED AS TO FORM:

CHRISTOPHER DIAZ, CITY ATTORNEY

Attachment 1

Chapter 7.05 – GENERAL TRANSACTIONS AND USE TAX

Sections:

7.05.010 - Title.

7.05.020 - Purpose.

7.05.030 - Contract With State.

7.05.040 - Transactions Tax Rate.

7.05.050 - Place of Sale.

7.05.060 - Use Tax Rate.

7.05.070 - Adoption of Provisions of State Law.

7.05.080 - Limitations on Adoption of State Law and Collection of Use Taxes.

7.05.090 - Permit Not Required.

7.05.100 - Exemptions and Exclusions.

7.05.110 - Amendments.

7.05.120 - Enjoining Collection Forbidden.

7.05.130 - Duration of Tax

Sections:

7.05.010 – Title.

This ordinance shall be known as the “Town of Colma General Transactions and Use Tax Ordinance”. The Town of Colma hereinafter shall be called “Town” or “City.” This ordinance shall be applicable in the incorporated territory of the Town/City.

7.05.020 – Purpose.

This ordinance is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

- A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2 which authorizes the City to adopt this tax ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.
- B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.
- C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the California Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the California Department of Tax and Fee Administration in administering and collecting the California State Sales and Use Taxes.

- D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record-keeping upon persons subject to taxation under the provisions of this ordinance.

7.05.030 - Contract With State.

Prior to the operative date, the City shall contract with the California Department of Tax and Fee Administration to perform all functions incident to the administration and operation of this transactions and use tax ordinance; provided, that if the City shall not have contracted with the California Department of Tax and Fee Administration prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

7.05.040 - Transactions Tax Rate.

For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of one half (1/2%) of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this ordinance.

7.05.050 - Place of Sale.

For the purposes of this ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the California Department of Tax and Fee Administration.

7.05.060 - Use Tax Rate.

An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this ordinance for storage, use or other consumption in said territory at the rate of one half percent (1/2%) of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

7.05.070 - Adoption of Provisions of State Law.

Except as otherwise provided in this ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this ordinance as though fully set forth herein.

7.05.080 - Limitations on Adoption of State Law and Collection of Use Taxes.

In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

- A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:
 - 1. The word "State" is used as a part of the title of the State Controller, State Treasurer, California Victim Compensation Board, California Department of Tax and Fee Administration, State Treasury, or the Constitution of the State of California;
 - 2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the California Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this Ordinance.
 - 3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:
 - a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;
 - b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.
 - 4. In reference to Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.
- B. The word "city" shall be substituted for the word "state" in the phrase "retailer engaged in business in this state" in Section 6203 of the Revenue and Taxation Code and in the definition of that phrase in Section 6203.
 - 1. "A retailer engaged in business in the District" shall also include any retailer that, in the preceding calendar year or the current calendar year, has total combined sales of tangible personal property in this state or for delivery in the State by the retailer and all persons related to the retailer that exceeds five hundred thousand dollars (\$500,000). For purposes of this section, a person is related to another person if both persons are related to each other pursuant to Section 267(b) of Title 26 of the United States Code and the regulations thereunder.

7.05.090 - Permit not Required.

If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this Ordinance.

7.05.100 - Exemptions and Exclusions.

- A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.
- B. There are exempted from the computation of the amount of transactions tax the gross receipts from:
 - 1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.
 - 2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:
 - a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and
 - b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.
 - 3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.
 - 4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this ordinance.
 - 5. For the purposes of subparagraphs (3) and (4) of this subsection, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.
- C. There are exempted from the use tax imposed by this ordinance, the storage, use or other consumption in this City of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.
 2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.
 3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this Ordinance.
 4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this Ordinance.
 5. For the purposes of subparagraphs (3) and (4) of this subsection, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.
 6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.
 7. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.
- D. Any person subject to use tax under this ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for, a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

7.05.110 - Amendments.

All amendments subsequent to the effective date of this ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this Ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this Ordinance.

7.05.120 - Enjoining Collection Forbidden.

No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

7.05.130 – Duration of Tax.

The tax imposed by this chapter shall continue until this ordinance is repealed.

RESOLUTION 2024-_____

RESOLUTION REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN MATEO TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 5, 2024 WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THAT DATE PURSUANT TO §10403 OF THE ELECTIONS CODE REGARDING A TOWN MEASURE PURSUANT TO CEQA GUIDELINE 15378

The City Council of the Town of Colma does hereby resolve as follows:

1. Background.

- (a) On June 26, 2024, the City Council of the Town of Colma adopted Resolution No. 2024-_____, calling a General Municipal Election to be held on November 5, 2024; for the purpose of submitting to the voters the question relating to the General Transactions and Use Tax.
- (b) It is therefore desirable that the General Municipal Election be consolidated with the Statewide General Election to be held on the same date and that within the City the precincts, polling places and election officers of the two elections be the same, and that the election department of the County of San Mateo canvass the returns of the General Municipal Election and that the election be held in all respects as if there were only one election.

2. Order

- (a) **Request for Consolidation.** Pursuant to the requirements of §10403 of the Elections Code, the Board of Supervisors of the County of San Mateo is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Statewide General Election on Tuesday, November 5, 2024, for the purpose of submitting to the voters the following question relating to the Transactions and Use Tax.
- (b) **Measure Language.** A measure is to appear on the ballot as follows:

"TOWN OF COLMA SALES TAX MEASURE. To maintain general Town services such as 911 emergency response, community programs and events, parks, public safety, recreational youth and adult programs, respond to property crimes/thefts/burglaries, and retain/attract local businesses; shall the measure establishing a 1/2¢ sales tax providing approximately \$2.3 Million annually until ended by voters; requiring audits, public spending disclosures, funds locally controlled, be adopted?"	Yes
	No

- (c) **Canvass of Returns.** The County election department is authorized to canvass the returns and perform all other proceedings incidental to and connected with the General Municipal Election. The Election shall be held in all respects as if there were only one election, and only one form of ballot shall be used. Pursuant to California Elections Code Sections 10403 and 10418, the election will be held and conducted in accordance with the provisions of law regulating the Statewide General Election.

(d) **Necessary Steps.** The Board of Supervisors is requested to issue instructions to the County election department to take any and all steps necessary for the holding of the consolidated election.

(e) **Costs.** The City Council determines and declares that the City will pay to the County the reasonable and actual expenses incurred by the County by the consolidation of the General Municipal Election with the Statewide General Election. The City shall reimburse the County for services performed when the work is completed and upon presentation to the City of a properly approved bill. The City Manager of the Town of Colma is authorized and directed to pay for the expenses incurred after receiving a statement from the County of San Mateo.

(f) **Filing of Resolution.** The City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the election department of the County of San Mateo.

(g) **Certification.** The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

Certification of Adoption

I certify that the foregoing Resolution No. 2024 - ____ was duly adopted at a regular meeting of the City Council of the Town of Colma held on June 26, 2024, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
John Irish Goodwin, Mayor					
Ken Gonzalez, Vice Mayor					
Helen Fisicaro, Councilmember					
Joanne F. del Rosario, Councilmember					
Carrie Slaughter, Councilmember					
<i>Voting Tally</i>					

Dated _____

John Irish Goodwin, Mayor

Attest: _____
Michelle Estabillo, City Clerk

RESOLUTION NO. 2024-_____

RESOLUTION PROVIDING FOR THE FILING OF PRIMARY AND REBUTTAL ARGUMENTS AND SETTING RULES FOR THE FILING OF WRITTEN ARGUMENTS REGARDING A TOWN MEASURE TO BE SUBMITTED AT THE NOVEMBER 5, 2024 GENERAL MUNICIPAL ELECTION PURSUANT TO CEQA GUIDELINE 15378

The City Council of the Town of Colma does hereby resolve as follows:

1. Background.

(a) A General Municipal Election is to be held in the Town of Colma, California on November 5, 2024, at which there will be submitted to the voters the following measure:

"TOWN OF COLMA SALES TAX MEASURE. To maintain general Town services such as 911 emergency response, community programs and events, parks, public safety, recreational youth and adult programs, respond to property crimes/thefts/burglaries, and retain/attract local businesses; shall the measure establishing a 1/2¢ sales tax providing approximately \$2.3 Million annually until ended by voters; requiring audits, public spending disclosures, funds locally controlled, be adopted?"	Yes
	No

2. Order

(a) **Primary Arguments.** The City Council authorizes (i) the City Council or any member(s) of the City Council, (ii) any individual voter eligible to vote on the above measure, (iii) a bona fide association of such citizens or (iv) any combination of voters and associations, to file a written argument in favor of or against the Town measure, accompanied by the printed name(s) and signature(s) of the author(s) submitting it, in accordance with Article 4, Chapter 3, Division 9 of the Elections Code of the State of California, and to change the argument until and including the date fixed below by the City Clerk, after which no arguments for or against the Town measure may be submitted to the City Clerk.

The deadline to submit arguments for or against the Town Measure pursuant to this Resolution is declared by the City Clerk to be **August 13, 2024, at 5 p.m.** Each argument shall not exceed 300 words and shall be filed with the City Clerk, signed, and include the printed name(s) and signature(s) of the author(s) submitting it, or if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers who is the author of the argument.

The City Council hereby delegates the following of its members to author an argument and, if authorized below, a rebuttal [for/against] the Measure on behalf to the City Council, subject to the deadlines and rules set forth herein:

[no more than two members]

(b) **Rebuttal Arguments.** Pursuant to Section 9285 of the Elections Code of the State of California, when the City Clerk has selected the primary arguments for and against the City Measure which will be printed and distributed to the voters, the Clerk shall send copies of the primary argument in favor of the Measure to the authors of the primary argument against, and copies of the primary argument against to the authors of the primary argument in favor. The authors or persons designated by them may prepare and submit rebuttal arguments not exceeding 250 words. The rebuttal arguments shall be filed with the City Clerk not later than **August 20, 2024, at 5 p.m.** Rebuttal arguments shall be printed in the same manner as the primary arguments. Each rebuttal argument shall immediately follow the primary argument which it seeks to rebut.

(c) **Prior Resolutions.** That all previous resolutions providing for the filing of primary and rebuttal arguments related to Town measures are repealed.

(d) **November 5, 2024 Election.** That the provisions of Sections (a) and (b) shall apply only to the election to be held on November 5, 2024, and shall then be repealed.

(e) **Certification.** The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original Resolutions.

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Certification of Adoption

I certify that the foregoing Resolution No. 2024 - ____ was duly adopted at a regular meeting of the City Council of the Town of Colma held on June 26, 2024, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
John Irish Goodwin, Mayor					
Ken Gonzalez, Vice Mayor					
Helen Fisicaro, Councilmember					
Joanne F. del Rosario, Councilmember					
Carrie Slaughter, Councilmember					
<i>Voting Tally</i>					

Dated _____

John Irish Goodwin, Mayor

Attest: _____
Michelle Estabillo, City Clerk

