



**AGENDA
REGULAR MEETING**

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

**Wednesday, February 8, 2017
CLOSED SESSION – 6:00 PM
REGULAR SESSION – 7:00 PM**

CLOSED SESSION – 6:00 PM

1. In Closed Session Pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators

Agency Negotiators: Sean Rabé, City Manager
Austris Rungis, IEDA
Unrepresented Employees: Chief of Police
Administrative Services Director

2. In Closed Session Pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators

Agency Negotiators: Austris Rungis, IEDA
Unrepresented Employees: City Manager

PLEDGE OF ALLEGIANCE AND ROLL CALL – 7:00 PM

ADOPTION OF AGENDA

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

3. Motion to Accept the Minutes from the January 25, 2017 Regular Meeting.
4. Motion to Approve Report of Checks Paid for January 2017.

NEW BUSINESS

5. MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEE APPOINTMENT

Consider: Motion to Adopt a Resolution Appointing Joe Silva to the San Mateo County Mosquito and Vector Control District.

6. MODIFICATION TO TOWN'S PEMHCA CONTRIBUTION

- a. *Consider:* Motion to adopt a Resolution Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act; and
- b. *Consider:* Motion to Adopt a Resolution Electing to Rescind Health Benefit Vesting Under Section 22893 of the Public Employees' Medical and Hospital Care Act with Respect to a Recognized Employee Organization.

7. PERSONNEL POLICY REVISION - BENEFITS

Consider: Motion to Adopt a Resolution Amending Subchapters 3.05, Relating to Benefits.

REPORTS

Mayor/City Council

City Manager

ADJOURNMENT

The City Council Meeting Agenda Packet and supporting documents are available for review at the Colma Town Hall, 1188 El Camino Real, Colma, CA during normal business hours (Mon – Fri 8am-5pm). Persons interested in obtaining an agenda via e-mail should call Caitlin Corley at 650-997-8300 or email a request to ccorley@colma.ca.gov.

Reasonable Accommodation

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1. **In Closed Session Pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators**

Agency Negotiators: Sean Rabé, City Manager
Austris Rungis, IEDA
Unrepresented Employees: Chief of Police
Administrative Services Director

There is no staff report for this item.



2. **In Closed Session Pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators**

Agency Negotiators: Austris Rungis, IEDA
Unrepresented Employees: City Manager

There is no staff report for this item.



**MINUTES
REGULAR MEETING**

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

Wednesday, January 25, 2017

7:00 p.m.

CALL TO ORDER

Mayor Helen Fiscaro called the Regular Meeting of the City Council to order at 7:05 p.m.

Council Present – Mayor Helen Fiscaro, Vice Mayor Raquel “Rae” Gonzalez, Council Members Joanne F. del Rosario, John Irish Goodwin and Diana Colvin were all present.

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

ADOPTION OF THE AGENDA

Mayor Fiscaro asked if there were any proposed changes to the agenda. None were requested. The Mayor asked for a motion to adopt the agenda.

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

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	5	0			

PRESENTATION

- Chief Kirk Stratton presented the Police Department 2016 End of Year Review.

PUBLIC COMMENTS

Mayor Fiscaro opened the public comment period at 7:28 p.m. and seeing no one come forward to speak, she closed the public comment period.

CONSENT CALENDAR

1. Motion to Accept the Minutes from the January 11, 2017 Regular Meeting.
2. Motion to Adopt a Resolution Authorizing the Town of Colma to Continue Work with Other Jurisdictions in the County to Address the Housing Crisis on a Regional Basis, Including through ongoing support of the Homes for All San Mateo County Initiative Pursuant to CEQA Guideline 15061(b)(3).

Action: Council Member Colvin moved to approve the Consent Calendar items #1 and 2; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	5	0			

NEW BUSINESS

3. FY 2015-16 BASIC FINANCIAL STATEMENT AND AUDIT

Finance Director Paul Rankin and Michael O'Connor of R. J. Ricciardi presented the staff report. Mayor Fiscaro opened the public comment period at 7:37 p.m. and seeing no one come forward to speak, she closed the public comment period. Council discussion followed.

Action: Council Member Goodwin made a motion to Adopt a Resolution Accepting Auditor's Reports and Financial Statements for the Fiscal Year Ending June 30, 2016; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	5	0			

4. MEMORANDUMS OF UNDERSTANDING, MODIFICATION OF SALARY SCHEDULE

City Manager Sean Rabé presented the staff report. Mayor Fiscaro opened the public comment period at 7:53 p.m. and seeing no one come forward to speak, she closed the public comment period. Council discussion followed.

Action: Council Member Colvin made a motion to adopt a Resolution Approving Memorandum of Understanding Between the Town of Colma and the Colma Peace Officers Association for the Period of January 1, 2016 to June 30, 2019; the motion was seconded by Council Member Goodwin and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne F. del Rosario	✓				

John Irish Goodwin	✓				
Diana Colvin	✓				
	5	0			

Action: Council Member Colvin made a motion to Adopt a Resolution Approving Memorandum of Understanding Between the Town of Colma and the Colma Police Communication/ Records Association for the Period of January 1, 2016 to June 30, 2019; the motion was seconded by Council Member Goodwin and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	5	0			

Action: Vice Mayor Gonzalez made a motion to Adopt a Resolution Approving Cost of Living Salary Increases for Certain Unrepresented Employees and Modifying the Town's Salary Schedule; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	5	0			

COUNCIL CALENDARING

The next Regular City Council Meetings will be on Wednesday, February 8, 2017 at 7:00 p.m. and Wednesday, February 22, 2017 at 7:00 p.m.

REPORTS

John Irish Goodwin

New Council Members Conference, 1/18/17 - 1/20/17

City Manager Sean Rabé gave a report on the following topics:

- The State of the Cities event will be held on Thursday, January 26, 2017 at 11:30 a.m. at the Colma Community Center.

- Colma Police Department received a commendation from the Chief of Police of Chevy Chase, MD for their excellent handling of an identity theft case that impacted a Chevy Chase resident.

ADJOURNMENT AND CLOSE IN MEMORY

The meeting was adjourned by Mayor Fiscaro at 8:07 p.m. and closed in memory of Gerardo Silva, a Redwood City Police officer of over 20 years.

Respectfully submitted,

Caitlin Corley
City Clerk

Bank : first FIRST NATIONAL BANK OF DALY

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
45130	1/3/2017	00020	116122351	12/18/2016	SUPPLIES	25.00	25.00
45131	1/3/2017	00071	10/29/15 - 11/25/	12/27/2016	CSG	93,838.21	93,838.21
45132	1/3/2017	00093	CITY OF SOUTH SAN FRANCISCO:516675	12/19/2016	TRAFFIC SIGNAL MAINTENAN	871.00	871.00
45133	1/3/2017	00116	DALY CITY/COLMA CHAMBER 12/15/16 Holiday	12/30/2016	12/15/16 HOLIDAY SOIREE & (300.00	300.00
45134	1/3/2017	00208	SILVA, KAREN	12/17/2016	OCT - DEC 2016 RETIREE ME	56.43	56.43
45135	1/3/2017	00307	PACIFIC GAS & ELECTRIC	12/19/2016	0678090639-9 SE CORNER HI	47.46	47.46
			9593452526-2	12/19/2016	9593452526-2 1500 HILLSIDE	28.94	28.94
45136	1/3/2017	00311	PITNEY BOWES INC.	12/11/2016	#0012828896 POSTAGE METE	274.68	274.68
45137	1/3/2017	00432	VISION SERVICE PLAN	12/21/2016	VISION SERVICE PLAN	1,054.20	1,054.20
45138	1/3/2017	00563	PETTY CASH	1/3/2017	PETTY CASH REIMBURSEME	203.95	203.95
45139	1/3/2017	01001	SIGNET TESTING LABS, INC. 4738	12/16/2016	Nov 28-Dec 9, 2016 Equipment	8,900.32	8,900.32
45140	1/3/2017	01340	NAVIA BENEFIT SOLUTIONS 10070100	12/31/2016	SECTION 125 PARTICIPANT F	75.00	75.00
45141	1/3/2017	02886	READY REFRESH BY NESTLE06L0034299321	12/20/2016	BOTTLED WATER SERVICE	39.90	39.90
45142	1/3/2017	02938	TRASK, KIM	12/27/2016	DEC 5-7, 2016 MEAL & MILEA	94.93	94.93
45143	1/3/2017	02949	WELLS FARGO VENDOR FINA98037723	12/21/2016	ADMIN COPY MACHINE	1,365.74	1,365.74
45144	1/3/2017	02968	CONCORD IRON WORKS, INC1641-5	12/20/2016	STRUCTURAL STEEL,	658,201.52	658,201.52
45145	1/3/2017	03002	STELLA PAINTING INC. Pmt #1 Job #16-	12/16/2016	PMT #1 PD EXTERIOR PRESS	40,375.00	40,375.00

b total for FIRST NATIONAL BANK OF DALY CITY: 805,752.28

16 checks in this report.

Grand Total All Checks:

805,752.28

Bank : first FIRST NATIONAL BANK OF DALY

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
45146	1/6/2017	00068	01062017 B	1/6/2017	COLMA PEACE OFFICERS: P/	652.14	652.14
45147	1/6/2017	00631	01062017 B	1/6/2017	PERS - BUYBACK: PAYMENT	24,817.30	
			01062017 B	1/6/2017	PERS MISC NON-TAX: PAYME	10,009.86	
			01062017 M	1/6/2017	PERS MISC NON-TAX: PAYME	601.07	35,428.23
45148	1/6/2017	01340	01062017 B	1/6/2017	FLEX 125 PLAN: PAYMENT	342.70	342.70
45149	1/6/2017	01360	01062017 B	1/6/2017	ICMA CONTRIBUTION: PAYME	3,367.00	
			01062017 M	1/6/2017	ICMA CONTRIBUTION: PAYME	650.00	4,017.00
45150	1/6/2017	01375	01062017 B	1/6/2017	NATIONWIDE: PAYMENT	6,200.00	
			01062017 M	1/6/2017	NATIONWIDE: PAYMENT	1,200.00	7,400.00
45151	1/6/2017	02377	01062017 B	1/6/2017	WAGE GARNISHMENT: PAYM	315.69	315.69
93432	1/6/2017	00521	01062017 M	1/6/2017	FEDERAL TAX: PAYMENT	960.83	960.83
93435	1/6/2017	00130	01062017 B	1/6/2017	CALIFORNIA STATE TAX: PAY	8,228.55	8,228.55
93436	1/6/2017	00521	01062017 B	1/6/2017	FEDERAL TAX: PAYMENT	45,674.09	45,674.09
93437	1/6/2017	01340	01062017 B	1/6/2017	COMMUTER PLAN: PAYMENT	47.00	47.00
b total for FIRST NATIONAL BANK OF DALY CITY:						103,066.23	

10 checks in this report.

Grand Total All Checks:

103,066.23

Final Check list Lost in Copier

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1/9/2017 4:18:46PM

Positive Pay Listing
Town of Colma

Document group: jeanne Bank: first 10 000682

Vendor Code & Name	Check #	Check Date	Amount
00003 A. S. F. ELECTRIC	45152	1/9/2017	2,670.00
00013 ANDY'S WHEELS & TIRES	45153	1/9/2017	143.54
00051 CALIFORNIA WATER SERVICE CO.	45154	1/9/2017	2,822.19
00140 FIRST NAT BANK OF NO CA	45155	1/9/2017	10,156.21
00181 IEDA	45156	1/9/2017	1,324.00
00254 METRO MOBILE COMMUNICATIONS	45157	1/9/2017	602.00
00307 PACIFIC GAS & ELECTRIC	45158	1/9/2017	2,294.62
00364 SMC SHERIFF'S OFFICE	45159	1/9/2017	360.00
00452 CA PARK & RECREATION SOCIETY	45160	1/9/2017	185.00
01030 STEPFORD, INC.	45161	1/9/2017	7,520.75
01037 COMCAST CABLE	45162	1/9/2017	14,151.51
01370 VERIZON WIRELESS SERVICES, LLC	45163	1/9/2017	1,721.94
01549 BURNS, LORI	45164	1/9/2017	35.71
01629 R. J. RICCIARDI INC	45165	1/9/2017	8,880.00
01863 RODRIGUEZ, RYAN	45166	1/9/2017	130.00
01995 CELESTE, MIKE L.	45167	1/9/2017	605.00
02144 DOMINIC A. DE LUCCA DBA DE	45168	1/9/2017	800.00
02150 COLOMBO, EMIL L. AND DORIS K.	45169	1/9/2017	472.70
02179 HUB INTERNATIONAL OF CA	45170	1/9/2017	128.04
02190 GOGAN, REA	45171	1/9/2017	84.70
02216 RAMOS OIL CO. INC.	45172	1/9/2017	3,607.28
02258 KIM, SEUNG NAM	45173	1/9/2017	700.00
02320 SANCHEZ, FATIMA	45174	1/9/2017	200.00
02674 KINGSTON MEDIA	45175	1/9/2017	13,500.00
02710 PABLICO, MARBING	45176	1/9/2017	300.00
02743 UTILITY TELEPHONE, INC	45177	1/9/2017	697.92
02762 CORNERSTONE EARTH GROUP, INC	45178	1/9/2017	1,247.40
02799 WAVE	45179	1/9/2017	400.00
02864 MOBILE MODULAR MANAGEMENT CORP	45180	1/9/2017	1,160.74
02909 TAPIA, ELIZABETH	45181	1/9/2017	42.42
02935 EMCOR SERVICES-MESA ENERGY SYS	45182	1/9/2017	373.02
03003 WARWICK CONSTRUCTION INC	45183	1/9/2017	7,200.00
		GrandTotal:	84,516.69
		Total count:	32

Final Check List Lost in Copier

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1/9/2017 4:32:11PM

Positive Pay Listing
Town of Colma

Page: 1

Document group: jeanne Bank: first 10 000682

Vendor Code & Name	Check #	Check Date	Amount
00140 FIRST NAT BANK OF NO CA	45184	1/9/2017	6,890.78
		GrandTotal:	6,890.78
		Total count:	1

Bank : first FIRST NATIONAL BANK OF DALY

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
45184	1/9/2017	00140	FIRST NAT BANK OF NO CA	12/21/16	Morque CREDIT CARD PURCHASE	3,918.21	6,890.78
			12/21/16	Tapia	CREDIT CARD PURCHASE	2,972.57	6,890.78

b total for FIRST NATIONAL BANK OF DALY CITY: 6,890.78

1 checks in this report.

Grand Total All Checks:

6,890.78

Bank : first FIRST NATIONAL BANK OF DALY

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
45185	1/17/2017	00020	ASSOCIATED SERVICES INC 117010909	1/1/2017	SUPPLIES	96.00	
			116124922	12/30/2016	SUPPLIES	12.50	108.50
45186	1/17/2017	00038	BROADMOOR LUMBER & PLY Dec 2016	12/31/2016	PW PURCHASES	175.62	175.62
45187	1/17/2017	00057	CINTAS CORPORATION #2 Dec 2016	1/6/2017	CLEANING SERVICE	1,043.12	1,043.12
45188	1/17/2017	00057	CINTAS CORPORATION #2 8403012395	12/30/2016	PW FIRST AID SUPPLIES	17.41	17.41
45189	1/17/2017	00058	CITY CLERKS ASSN OF CA 1880	1/10/2017	2017 MEMBER RENEWAL CAI	90.00	
			1879	1/10/2017	2017 MEMBER RENEWAL DAI	40.00	130.00
45190	1/17/2017	00111	DEPARTMENT OF CONSERVA Oct - Dec 2016	1/13/2017	SMIP FEES	14.03	14.03
45191	1/17/2017	00112	DEPARTMENT OF JUSTICE 207941	1/5/2017	PD ACCOUNT #140503	528.00	528.00
45192	1/17/2017	00144	FLOWERLAND FLORAL SHOP 12/02/2016	1/2/2017	12/02/2016 MIXED FLORAL BC	54.50	54.50
45193	1/17/2017	00185	INTERNATIONAL ASSOCIATIO 1001238912	12/27/2016	2017 ACTIVE MEMBER #1818	150.00	150.00
45194	1/17/2017	00222	LEAGUE OF CA CITIES 168866	1/3/2017	2017 MEMBERSHIP DUES	1,066.00	1,066.00
45195	1/17/2017	00307	PACIFIC GAS & ELECTRIC 0567147369-1	12/29/2016	0567147369-1 JSB S/O SERRA	149.19	149.19
45196	1/17/2017	00345	SMC SHERIFF'S OFFICE Feb 6-9, 2017	1/12/2017	FEB 6-9, 2017 CRISIS INTERV	275.00	275.00
45197	1/17/2017	00357	SIERRA DISPLAY, INC. 21126	12/27/2016	4 24" 4 LOOP RED PREMIERE	893.94	893.94
45198	1/17/2017	00388	SONITROL 1295772-IN	1/1/2017	427 F ST. MONTHLY MONITO	113.00	113.00
45199	1/17/2017	00412	TELECOMMUNICATIONS ENG44656	1/10/2017	Facilities Mgmt & Maintenance	1,328.00	1,328.00
45200	1/17/2017	00414	TERMINEX INTERNATIONAL L361232797	1/17/2017	PEST CONTROL	433.00	
			361232798	1/17/2017	601 F St.	61.00	494.00
45201	1/17/2017	00534	SMC INFORMATION SERVICE:1YCL11602	1/10/2017	MICRO CHANNEL & LINES	880.00	880.00
45202	1/17/2017	00539	FIREMASTER DEPT 1019 0000379906	1/5/2017	ANNUAL MAINTENANCE AND	80.50	80.50
45203	1/17/2017	00830	STAPLES ADVANTAGE 8042521261	12/31/2016	PUSH PINS, FORKS, 8.5 X11 F	315.68	
			8042338206	12/17/2016	46X60 MEDIUM PILE RECTAN	229.41	
			8042430150	12/24/2016	3 HEATER, FAN, DIGITAL & 5 (170.50	715.59
45204	1/17/2017	00862	GOMEZ, LOURDES 2000026.004	1/9/2017	01/09/17 DEPOSIT REFUND	50.00	50.00
45205	1/17/2017	00955	DIVISION OF THE STATE Oct - Dec 2016	1/10/2017	DISABILITY ACCES & EDUCA	1.80	1.80
45206	1/17/2017	01001	SIGNET TESTING LABS, INC. 4826	12/30/2016	DEC 12-23, 2016 TOWN HALL	17,142.40	17,142.40
45207	1/17/2017	01308	EEL RIVER FUELS, INC. 550985	1/10/2017	PW GAS PURCHASES	117.84	117.84
45208	1/17/2017	01344	PROJECT READ Oct - Dec 2016	1/11/2017	PROJECT READ	1,650.00	1,650.00
45209	1/17/2017	01367	DUO DANCE ACADEMY November 2016	1/12/2017	DANCE CLASSES	540.00	
			December 2016	1/12/2017	DANCE CLASSES	540.00	1,080.00
45210	1/17/2017	01399	WESTLAKE TOUCHLESS CARD Dec 2016	1/1/2017	PD CAR WASH	10.95	10.95
45211	1/17/2017	01569	DARLING INTERNATIONAL IN(600:2883065	12/28/2016	TRAP SERVICE CHARGE	79.71	79.71
45212	1/17/2017	01687	UNITED SITE SERVICES OF 114-4850528	12/31/2016	STANDARD AND REGULAR S	128.01	128.01

Bank : first FIRST NATIONAL BANK OF DALY (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
45213	1/17/2017	01745	WILLIAM D. WHITE CO., INC. 454334COL	1/11/2017	12/29/16 PD GATE: ADJUSTEI	276.00	276.00
45214	1/17/2017	01808	THIRD DEGREE COMMUNICA'5180	12/20/2016	MARCH 21-23, 2017 INVESTIC	425.00	425.00
45215	1/17/2017	02029	MAUREEN KANE & ASSOCIAT March 14-17, 20	1/12/2017	MARCH 14-17, 2017 TECHNIC	1,550.00	1,550.00
45216	1/17/2017	02082	VINCE'S OFFICE SUPPLY, INC Dec 2016	12/30/2016	OFFICE SUPPLIES	844.40	844.40
45217	1/17/2017	02182	DALY CITY KUMON CENTER Dec 2016	1/11/2017	TUTORING	4,955.00	4,955.00
45218	1/17/2017	02244	CALIFORNIA BUILDING STAN Oct - Dec 2016	1/13/2017	OCT - DEC 2016 BSASRF	10.00	10.00
45219	1/17/2017	02274	FRANK AND GROSSMAN LAN 151080	1/11/2017	LANDSCAPE MAINTENANCE	10,608.00	10,608.00
45220	1/17/2017	02317	CUS, ERIN 11/12/16-01/14/1	1/17/2017	BOOT CAMP FITNESS	800.00	800.00
45221	1/17/2017	02499	GE CAPITAL INFORMATION 98141281	1/6/2017	PD COPY MACHINE RENTAL	808.92	808.92
			98118454	1/5/2017	REC COPY MACHINE RENTAL	601.18	1,410.10
45222	1/17/2017	02719	HARPER, ESMERALDA 2000686.003	1/9/2017	01/09/17 DEPOSIT REFUND	300.00	300.00
45223	1/17/2017	02827	CORODATA SHREDDING, INC.RS2855112	12/31/2016	STORAGE, PICKUP/DELIVER	167.82	167.82
45224	1/17/2017	03004	PROUDCITY INC 1026	1/2/2017	TURNKEY ONBOARDING PAY	2,000.00	2,000.00
45225	1/17/2017	03005	RUAN, JAVIER 2000025.004	1/9/2017	01/09/17 DEPOSIT REFUND	50.00	50.00

b total for FIRST NATIONAL BANK OF DALY CITY: 51,873.43

41 checks in this report.

Grand Total All Checks:

51,873.43

Bank : first FIRST NATIONAL BANK OF DALY

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
45226	1/20/2017	00047	01202017 B	1/20/2017	CLEA: PAYMENT	294.00	294.00
45227	1/20/2017	00068	01202017 B	1/20/2017	COLMA PEACE OFFICERS: P/	652.14	652.14
45228	1/20/2017	00282	01202017 B	1/20/2017	FEBRUARY 2017 ACTIVE PRE	66,400.16	66,400.16
45229	1/20/2017	00631	01202017 B	1/20/2017	PERS - BUYBACK: PAYMENT	24,873.02	
			01202017 B	1/20/2017	PERS MISC NON-TAX: PAYME	10,011.13	34,884.15
45230	1/20/2017	01340	01202017 B	1/20/2017	FLEX 125 PLAN: PAYMENT	342.70	342.70
45231	1/20/2017	01360	01202017 B	1/20/2017	ICMA CONTRIBUTION: PAYME	3,367.00	3,367.00
45232	1/20/2017	01375	01202017 B	1/20/2017	NATIONWIDE: PAYMENT	6,200.00	6,200.00
45233	1/20/2017	02224	01202017 B	1/20/2017	LIFE INSURANCE: PAYMENT	384.00	384.00
45234	1/20/2017	02377	01202017 B	1/20/2017	WAGE GARNISHMENT: PAYM	315.69	315.69
93438	1/20/2017	00130	01202017 B	1/20/2017	CALIFORNIA STATE TAX: PAY	8,519.65	8,519.65
93439	1/20/2017	00521	01202017 B	1/20/2017	FEDERAL TAX: PAYMENT	46,246.89	46,246.89
b total for FIRST NATIONAL BANK OF DALY CITY:						167,606.38	

11 checks in this report.

Grand Total All Checks: 167,606.38

Bank : first FIRST NATIONAL BANK OF DALY

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
45235	1/23/2017	00051	CALIFORNIA WATER SERVICE12/29/16	12/29/2016	WATER BILL	129.49	129.49
45236	1/23/2017	00093	CITY OF SOUTH SAN FRANCISCO:516698	1/9/2017	TRAFFIC SIGNAL MAINTENAN	1,104.20	1,104.20
45237	1/23/2017	00110	DEPARTMENT OF TRANSPORTS170449	1/11/2017	SIGNALS & LIGHTING	546.69	546.69
45238	1/23/2017	00174	HOME DEPOT CREDIT SERVICE(12/30/2016	12/30/2016	NOV 30-DEC 29, 2016 PW PUI	1,179.73	1,179.73
45239	1/23/2017	00221	LCC PENINSULA DIVISION 1346	1/2/2017	2017 PENISULA DIVISION DUI	100.00	100.00
45240	1/23/2017	00282	CALIFORNIA PUBLIC EMPLOY2209	1/18/2017	MEDICAL INSURANCE	43,687.67	43,687.67
45241	1/23/2017	00307	PACIFIC GAS & ELECTRIC 3007220528-6	1/9/2017	PG&E	2,788.31	
			01/11/2017	1/11/2017	PG&E	2,212.77	
			6991706865-7	1/9/2017	PG&E	893.35	5,894.43
45242	1/23/2017	00411	TURBO DATA SYSTEMS 25472	12/31/2016	CITATION PROCESSING	293.65	293.65
45243	1/23/2017	00623	ARAMARK Dec 2016	12/31/2016	UNIFORM SERVICE	412.00	412.00
45244	1/23/2017	01183	BEST BEST & KRIEGER LLP 787321	1/9/2017	CITY ATTORNEY SERVICES	17,237.25	
			787322	1/9/2017	CITY ATTORNEY SPECIAL SE	2,160.60	
			787323	1/9/2017	CITY ATTORNEY THIRD PART	1,185.75	20,583.60
45245	1/23/2017	01308	EEL RIVER FUELS, INC, 555367	1/25/2017	PW GAS PURCHASES	223.52	223.52
45246	1/23/2017	01389	CORREA, MARTHA 2000690.003	1/17/2017	01/17/17 DEPOSIT REFUND	150.00	150.00
45247	1/23/2017	01414	VERANO HOMEOWNERS ASS2	2/1/2017	VERANO OWNERS ASSOCIAT	310.00	310.00
45248	1/23/2017	01565	BAY CONTRACT MAINTENANJan 2017	1/10/2017	JANITORIAL SERVICES	8,038.84	
			18365	1/10/2017	COMPOSTABLE BAGS, LINER	1,312.77	
			18434	1/16/2017	STEAM CLEAN 22 CHAIRS, C,	330.00	9,681.61
45249	1/23/2017	01860	ROQUE, ELIZABETH 2000688.003	1/13/2017	01/13/17 YOUTH/TEEN COOK	8.00	8.00
45250	1/23/2017	02123	TYLER TECHNOLOGIES, INC. 045-179614	1/11/2017	01/06/17 EDEN BUDGET TRAI	450.00	450.00
45251	1/23/2017	02137	ESCOBEDO, FOLY 2000693.003	1/17/2017	01/17/17 DEPOSIT REFUND	50.00	50.00
45252	1/23/2017	02224	STANDARD INSURANCE COMFeb 2017	1/16/2017	LIFE INSURANCE	225.50	225.50
45253	1/23/2017	02528	M.A.K. ASSOCIATES, INC. DB/22439	1/20/2017	INSTALL PIPELINE COMPONE	3,404.60	3,404.60
45254	1/23/2017	02561	VELASCO, ROSA 2000689.003	1/17/2017	01/17/17 DEPOSIT REFUND	300.00	300.00
45255	1/23/2017	02623	BLOEBAUM, CYNTHIA Jan 18, 2017 Co	1/19/2017	COOKING CLASSES	490.00	490.00
45256	1/23/2017	02637	Z.A.P. MANUFACTURING INC. 45795	1/12/2017	STREET SIGNS 3 EACH: B ST	998.00	998.00
45257	1/23/2017	02658	PUBLIC SAFETY TRAINING Feb 28, 2017	1/20/2017	02/28/17 J. VITALE SAN BERN	99.00	99.00
45258	1/23/2017	02788	LUNA-SEVILLA, MARGARET-R7	1/18/2017	NOV 2 - DEC 28, 2016 ZUMBA	312.00	312.00
45259	1/23/2017	03006	CAPITAN, LOUIS ANTHONY CO045630 Refu	12/29/2016	CITATION CO045630 REFUNE	298.00	298.00
45260	1/23/2017	03007	FELIX ROOFING INC 936B Refund C&	1/12/2017	936B REFUND C&D (12/15/16)	1,000.00	1,000.00
45261	1/23/2017	03008	TEAMWRKX CONSTRUCTION902B Refund C&	1/12/2017	902B REFUND C&D (08/25/16)	3,415.00	3,415.00
45262	1/23/2017	03009	MUTT MITT 130533	12/8/2016	12 MUTT MITT SINGLES/2000	1,109.42	1,109.42

Bank : first FIRST NATIONAL BANK OF DALY (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
45263	1/23/2017	03010	MARIN CONSULTING ASSOCI/	1/20/2017	APRIL 25-27, 2017 ASSERTIVE	300.00	300.00
45264	1/23/2017	03011	OTOYA, VIOLETA 2000692.003	1/17/2017	01/17/17 DEPOSIT REFUND	150.00	150.00
b total for FIRST NATIONAL BANK OF DALY CITY:						96,906.11	

30 checks in this report.

Grand Total All Checks: 96,906.11

Bank : first FIRST NATIONAL BANK OF DALY

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
45265	1/30/2017	00003	6092	1/10/2017	CLEARED SHORT AT ACCENT	185.00	185.00
45266	1/30/2017	00004	000009125008	1/13/2017	C3A1210TS1 12/13/16-01/12/16	1,488.41	1,488.41
45267	1/30/2017	00051	6544607057	1/18/2017	6544607057 SW CORNER HIL	120.41	
			1727052702	1/12/2017	1727052702 JSB ACROSS FRI	75.54	195.95
45268	1/30/2017	00057	5006247789	10/6/2016	COMMUNITY CENTER LENS	49.02	
			5006536689	11/30/2016	TOWN HALL TRIPLE ANITBIO	42.18	
			5006536688	11/30/2016	TRIPLE ANTI B I O T I C C R E A M	16.25	
			5006536678	11/29/2016	ANTISEPTIC WIPES, SMALL	7.60	
			5006868726	12/28/2016	TWEEZER, DISPOSABLE PLA	4.59	119.64
45269	1/30/2017	00117	DELTA DENTAL OF CALIFORNIA	2/1/2017	DENTAL INSURANCE	12,609.40	12,609.40
45270	1/30/2017	00280	OFFICE DEPOT, INC.	1/20/2017	PAPER, POST-IT NOTES AND	170.88	
			896328996001	1/20/2017	5HB PENCIL LEAD	1.72	172.60
45271	1/30/2017	00307	PACIFIC GAS & ELECTRIC	1/19/2017	0678090639-9 SE CORNER HI	49.28	
			9593452526-2	1/19/2017	9593452526-2 1500 HILLSIDE	31.98	81.26
45272	1/30/2017	00432	VISION SERVICE PLAN	1/19/2017	VISION SERVICE PLAN	1,054.20	1,054.20
45273	1/30/2017	00507	COLMA FIRE DISTRICT	1/19/2017	REVIEW & INSPECTIONS AT	3,788.70	3,788.70
45274	1/30/2017	00631	P.E.R.S.	1/24/4017	2017 REPLACEMENT BENEFIT	358.38	358.38
45275	1/30/2017	00851	COLMA FIRE DISTRICT SOCIA	1/30/2017	12/16/16 COUNCIL OF CITIES	540.00	540.00
45276	1/30/2017	01036	MANAGED HEALTH NETWORK	1/17/2017	EMPLOYEE ASSISTANCE PRO	99.20	99.20
45277	1/30/2017	01076	API CONSULTING	1/20/2017	RECORDS MANAGEMENT	4,960.00	4,960.00
45278	1/30/2017	01457	BATERINA, BARBARA	1/24/2017	01.24.17 CREEKSIDE VILLAS,	3.00	3.00
45279	1/30/2017	01601	DELA CRUZ, MARIA THERESA	1/23/2017	01/23/17 DEPOSIT REFUND	300.00	300.00
45280	1/30/2017	01833	OLIVAS, DIANA	1/24/2017	01.24.17 CREEKSIDE VILLAS,	3.00	3.00
45281	1/30/2017	02274	FRANK AND GROSSMAN LANI	11/22/2017	CLARK AVENUE PLANTING	1,600.00	
			40446793	11/22/2016	CLARK AVENUE DEMOLITION	720.00	2,615.00
			40446792	11/22/2016	CLARK AVENUE VALVE REPL	295.00	182.50
45282	1/30/2017	02392	MIG-TRA	1/23/2017	DEC 1, 2016 - JAN 15, 2017 CI	182.50	
45283	1/30/2017	02398	ADVANCED BUSINESS FORM	1/20/2017	1000 4-PT PARKING CITATION	325.03	
			30209	1/18/2017	1000 3-PT MOVING CITATION	280.11	605.14
45284	1/30/2017	02527	SALVANTE, BENJAMIN	1/23/2017	01/23/17 DEPOSIT REFUND	300.00	300.00
45285	1/30/2017	02839	LAZARO, BARRY	1/23/2017	01/23/17 DEPOSIT REFUND	50.00	50.00
45286	1/30/2017	02849	U.S. BANK PARS ACCOUNT, 6	1/23/2017	OPEB CONTRIBUTION	91,633.00	91,633.00
45287	1/30/2017	02886	READY REFRESH BY NESTLE	1/20/2017	BOTTLED WATER SERVICE	34.89	34.89
45288	1/30/2017	02935	EMCOR SERVICES-MESA	1/12/2017	12/17/16 UNIT R REPLACED E	1,075.00	1,075.00

Bank : first FIRST NATIONAL BANK OF DALY (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
45289	1/30/2017	02949	WELLS FARGO VENDOR FINA98202398	1/21/2017	ADMIN COPY MACHINE RENT	1,362.61	1,362.61
45290	1/30/2017	02968	CONCORD IRON WORKS, INC1641-6	1/20/2017	STRUCTURAL STEEL	82,569.25	82,569.25
b total for FIRST NATIONAL BANK OF DALY CITY:						206,386.13	206,386.13

26 checks in this report.

Grand Total All Checks:

206,386.13





STAFF REPORT

TO: Mayor and Members of the City Council
 FROM: Brian Dossey, Director of Recreation Services
 VIA: Sean Rabé, City Manager
 MEETING DATE: February 8, 2017
 SUBJECT: Mosquito Abatement District Board of Trustee Appointment

RECOMMENDATION

Staff recommends that City Council adopt the following:

RESOLUTION APPOINTING JOE SILVA TO THE SAN MATEO COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

EXECUTIVE SUMMARY

Staff recommends the City Council appoint Joe Silva to the San Mateo County Mosquito and Vector Control Board of Trustees. Staff conducted an interview process and found Mr. Silva to be the most qualified to serve on the Board of Trustees, he met all the requirements of the District, and he is committed to serving the Town of Colma.

If City Council appoints Joe Silva, staff will forward the attached letter (attachment B) to the San Mateo County Mosquito and Vector Control District, informing the District of Mr. Silva's appointment.

Mr. Silva will be replacing Carrie Slaughter as the Town's representative on the Board of trustees, because Ms. Slaughter resigned in November 2016 before her term expired. Mr. Silva will be completing Ms. Slaughter's term which will expire in January 2018.

FISCAL IMPACT

None

BACKGROUND

Requirements

The District has a 21 member Board of Trustees with each Board member selected by the City Council for each City in the District. The California Health and Safety code provides that cities may appoint Board members, and that they report to the City Council, not the voters. The Health and Safety Code also states:

- Applicants should be qualified in the fields that will assist in governing the District; and
- Cities may appoint a Council Member to the Board if they are unable to find a qualified candidate.

Staff posted the vacancy on the Town website and in the December LiveWire. Staff received three resident applicants (attachment C). Interviews were conducted on January 6, 2017 by myself, Director of Public Works, Brad Donohue, and Public Works Maintenance Supervisor Louis Gotelli. Based on Mr. Silva's extensive experience with boards and commissions at the local and county level, staff recommends Joe Silva be appointed to the Board of Trustees as the Town representative.

Mr. Silva has indicated that he can attend the monthly meetings, make the commitment to complete Ms. Slaughter's term, report back to City Council and is looking forward to serving the community.

History

Resident Carrie Slaughter served as the Board representative for Colma from January 2016 to November 2016; however Ms. Slaughter resigned due to a change in her duties and responsibilities at work.

Resident Louis Gotelli served as the Board representative for Colma from January 2014-January 2016 completing his two year term. In October 2015, Mr. Gotelli informed the Town and the San Mateo County Mosquito and Vector Control Board of Trustees that he would not seek reappointment for the 2016-2018 term due to family commitments. Prior to Mr. Gotelli's appointment, Colma's seat on the Board went unfilled due to lack of interest. The Town never appointed a Council member because the Board meets on the same night as the Town's City Council meetings (second Wednesday of the month); therefore the Council member would miss the District meeting.

Alternatives

The City Council could choose not to adopt the resolution appointing Joe Silva to the Board of Trustees of the Mosquito and Vector Control Abatement District. Doing so is not recommended, however, as Mr. Silva is well qualified to fill the appointment and would serve the Town of Colma well for the remainder of this term.

CONCLUSION

Staff recommends the City Council adopt the resolution to appoint Joe Silva to the San Mateo County Mosquito and Vector Control Board of Trustees.

ATTACHMENTS

- A. Resolution
- B. Letter to San Mateo County Mosquito and Vector Control District
- C. Candidate applications

**RESOLUTION NO. 2017-
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION APPOINTING JOE SILVA TO THE BOARD OF TRUSTEES OF THE SAN
MATEO COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT**

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

1. Background

(a) The San Mateo County Mosquito and Vector Control District (District) is an independent, property-tax-funded district within San Mateo County that provides the following services to each of its member cities and their residents: mosquito surveillance and control, yellow jacket nest removal, insect identification, and vector-borne disease surveys.

(b) The District is governed by a 21 member Board of Trustees, each of whom is a resident of a city in the District and is appointed for either a two or four year term at the discretion of his or her respective City Council. The candidate must be a resident of the appointing city, at least 21 years old, and interested in learning what the District does and in sharing that information. Experience or specialized knowledge in biology or any other health-related sciences is not required.

(c) Under California Health & Safety Code section 2024, the term of office for a member of the board of trustees shall be for a term of two or four years, at the discretion of the appointing authority, commencing at noon on the first Monday in January. Any person appointed to fill a vacant office shall fill the balance of the unexpired term.

(d) Ms. Slaughter informed the District and Town that she no longer wished to serve as the Town's representative on the Board of Trustees effective November 2016, prior to her term expiring in January 2018 due to a change in her duties and responsibilities at work. Staff along with the District posted the upcoming vacancy on the Town's and District's website, and in the December issue of LiveWire. Staff received applications from three residents and conducted interviews on January 6, 2017.

(e) Based on experience, qualifications and interviews, staff recommends Joe Silva be appointed to the Board of Trustees as the Town representative.

2. Order

(a) The City Council appoints Joe Silva as trustee to the San Mateo County Mosquito and Vector Control District from February 8, 2017 until the first Monday in January 2018 or until a successor has been appointed.

(b) Mr. Silva shall represent the interests of the public as a whole and not solely the interests of the Colma City Council.

Certification of Adoption

I certify that the foregoing Resolution No. 2017- was duly adopted at our regular meeting of the City Council of the Town of Colma held on February 8, 2017, by the following vote:

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

Dated _____

Helen Fiscaro, Mayor

Attest: _____

Caitlin Corley, City Clerk



TOWN OF COLMA

1198 El Camino Real • Colma, California • 94014-3212
Tel 650-997-8300 • Fax 650-997-8308

City Council

Helen Fiscaro
Mayor

Raquel P. Gonzalez
Vice Mayor

Joanne F. del Rosario
Council Member

John Irish Goodwin
Council Member

Diana Colvin
Council Member

February 8, 2017

Dr. Chindi Peavey, District Manager
San Mateo County Mosquito and Vector Control District
1351 Rollins Road
Burlingame, CA 94010

City Officials

Sean Rabé
City Manager

Kirk Stratton
Chief of Police

Christopher Diaz
City Attorney

Caitlin Corley
City Clerk

Brian Dossey
Administrative Services
Director

Lori Burns
Human Resources Manager

Brad Donohue
Public Works Director

Michael Laughlin, AICP
City Planner

Cyrus Kianpour
City Engineer

Dear Dr. Peavey:

Please accept this letter confirming the appointment of Joe Silva to the Board of Trustees for the San Mateo County Mosquito and Vector Control District. Mr. Silva's term as the Town of Colma's Board representative will be from February 8, 2017 to the first Monday in January 2018.

If you have any questions or need additional information please do not hesitate to contact me at 650-997-8304 or helen.fiscaro@colma.ca.gov.

Sincerely,

Helen Fiscaro
Mayor, Town of Colma

Enclosure: Res 2017-##



Town of Colma
 1198 El Camino Real
 Colma, CA 94014
 650-997-8300 fax 650-997-8308

Application for Boards and Commissions

APPLYING FOR SMMCUCD BOARD OF TRUSTEE FOR THE TOWN OF COLMA

PERSONAL INFORMATION

SILVA, JOSEPH, A
 Name (last, first, middle)

456 D ST. SILVAJOE@AOL.COM
 Address (number, street, apartment number) E-mail address

COLMA, CA, 94014
 City, State and Zip Code

650-991-1537 650-888-8433
 Home phone Cell phone

How many years have you lived in Colma? 37 Are you a registered voter in Colma? YES

Why are you seeking this appointment? I WANT TO CONTINUE SERVING MY COMMUNITY THROUGH THE SMMCUCD.

What qualifies you for this appointment? AS A RETIRED COUNCIL MEMBER OF THE TOWN OF COLMA AND CITY/COUNTY ASSOCIATION OF GOVERNMENTS, I HAVE AWARENESS OF CITY AND COUNTY GOALS & OBJECTIVES IN REGARD TO MOSQUITO ABATEMENT.

EDUCATION

Name and Location of School	Dates attended	Degree Received

Name and Location of School	Dates attended	Degree Received

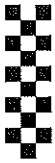
WORK EXPERIENCE

<u>4-1-2005</u>	<u>QUIN STREET, INC.</u>	<u>DIRECTOR</u>
Dates Employed	Employer	Position

<u>10-1-2000</u>	<u>JS COMMUNICATIONS</u>	<u>OWNER</u>
Dates Employed	Employer	Position

I certify that, to the best of my knowledge, all statements in this application are complete and true. I agree and understand that any mis-statement of material fact will cause me to forfeit all rights to appointment to a Commission, Board or Committee with the Town of Colma

Joseph Silva 12-29-16
 Signature Date



Town of Colma
1198 El Camino Real
Colma, CA 94014
650-997-8300 fax 650-997-8308

Application for Boards and Commissions

APPLYING FOR Mosquito and Vector Control District Representative

PERSONAL INFORMATION

Walsh, Laura, M

Name (last, first, middle)

1319 Mission Rd

Address (number, street, apartment number)

tomnlaw40@yahoo.com

E-mail address

SSF CA 94080

City, State and Zip Code

650 992-3069

Home phone

415 200-9660

Cell phone

How many years have you lived in Colma? 13 Are you a registered voter in Colma? yes

Why are you seeking this appointment? I care about my community and would like to be involved with the health and safety of the town of Colma

What qualifies you for this appointment? I have been active in my community sitting on my HOA board, former City Treasurer for the Town of Colma as well as held many positions on PTAs at my kids school

EDUCATION

McAteer High School SF

Name and Location of School

78-80

Dates attended

Diploma

Degree Received

City College of SF

Name and Location of School

1989-1991, 2005-2006

Dates attended

AS Medical Assistant

Degree Received

WORK EXPERIENCE

2013-Present Dr Michael Stevens

Dates Employed

Employer

Medical Assistant

Position

2012-2013

Dates Employed

Dr Lakowsky and Butlin

Employer

Medical Assistant

Position

I certify that, to the best of my knowledge, all statements in this application are complete and true. I agree and understand that any mis-statement of material fact will cause me to forfeit all rights to appointment to a Commission, Board or Committee with the Town of Colma

Laura Walsh

Signature

11/18/16

Date

Town of Colma
1198 El Camino Real
Colma, CA 94014
650-997-8300 fax 650-997-8308

Application for Boards and Commissions

APPLYING FOR Representative - San Mateo County Mosquito
vector control Board of Trustee

PERSONAL INFORMATION
LAZARO, BARRY BELTRAN
Name (last, first, middle)

401 D St. Colma, CA 94014 barrylazaro55@gmail.com
Address (number, street, apartment number) E-mail address

COLMA, CA 94014
City, State and Zip Code

650-580-1595
Home phone Cell phone

How many years have you lived in Colma? 2 Are you a registered voter in Colma? Yes

Why are you seeking this appointment? To better serve the Town
of Colma

What qualifies you for this appointment? I have a very good communication
and above average computer skills. I have time to
fulfill and attend the meetings if ever get selected

EDUCATION

SIKYNE COLLEGE 2009-2010 AS in Allied Health
San Bruno, CA
Name and Location of School Dates attended Degree Received

SFSU 1998-2000 BS. Industrial Tech
San Francisco, CA
Name and Location of School Dates attended Degree Received

WORK EXPERIENCE

April 2011 - present WFG SMD/ Entrepreneur
Dates Employed Employer Position
Feb 2001 - June 2013 Lucky Chances Casino Poker Dealer
Dates Employed Employer Position

I certify that, to the best of my knowledge, all statements in this application are complete and true. I agree and understand that any mis-statement of material fact will cause me to forfeit all rights to appointment to a Commission, Board or Committee with the Town of Colma

[Signature]
Signature

12/22/2016
Date





STAFF REPORT

TO: Mayor and Members of the City Council
 FROM: Lori Burns, Human Resources Manager
 VIA: Sean Rabé, City Manager; Chris Diaz, City Attorney
 MEETING DATE: February 8, 2017
 SUBJECT: Modification of Town's PEMHCA Contribution

RECOMMENDATION

Staff recommends that the City Council adopt:

RESOLUTION FIXING¹ THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT;

and

RESOLUTION ELECTING TO RESCIND HEALTH BENEFIT VESTING UNDER SECTION 22893 OF THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

EXECUTIVE SUMMARY

In the Memorandum of Understandings (MOUs) effective January 1, 2016, the Town and its two bargaining units, the Peace Officers Association (POA) and the Police Communications/Records Association (PCRA), agreed to set the employer medical contributions for members at the minimum set annually pursuant to the Public Employees' Medical and Hospital Care Act (PEMHCA) by PERS ("PEMHCA Minimum") and to rescind the vesting schedule under Section 22893 of PEMHCA. Unrepresented employees will be subject to the proposed changes as well.

The proposed resolutions (Attachments A and B) are required by PEMHCA to implement these changes. It should be noted these resolutions are required to remain in the format PEMHCA provides.

FISCAL IMPACT

The proposed resolutions will set the Town's contributions for medical insurance to the PEMHCA Minimum for all eligible employees and annuitants, allowing the Town more flexibility to control and reduce the cost of providing medical insurance to eligible employees and annuitants.

¹ PERS requires the use of the term "fix" in the resolution which means to set or establish; in this context it does not mean to correct.

Through a Health Reimbursement Arrangement (HRA) administered by a third party, the Town can set contributions to employee and retiree medical insurance without the restrictions imposed by PEMHCA. It is expected that these actions will eventually significantly reduce the Town's future liabilities as related to GASB 45 Other Post-Employment Benefits (OPEB). When all current employees, annuitants and dependents are no longer on the Town's PEMHCA plan, the Town's retiree medical obligation will be limited to the PEMHCA Minimum, plus any other commitment made by the Town independent of PEMHCA. The fiscal impact is difficult to quantify in advance of an actuarial analysis.

BACKGROUND

When the Town elected to participate in PEMHCA in 1974, it resolved to pay equal amounts for the cost of medical insurance for employees and annuitants² pursuant to what is commonly referred to as a PEMHCA resolution. This is a binding resolution between the Town and PERS meaning that within the PEMHCA system, the Town must pay the same contribution for employee and annuitants' health premiums, except for those annuitants hired on or after the effective date of a health benefit vesting schedule until a new PEMHCA resolution supersedes the existing one(s).

In 2008 an actuarial report determined the Town's unfunded liability related to OPEB³ liability to be between \$5.4 and \$9.7 million depending on which discount rate is used (4% or 7.75%).

In response to that data, the Town took several steps to control its escalating unfunded liability related to its OPEB including (1) capping the Town's contribution at the second most expensive plan offered by PEMHCA for newly hired members of the POA effective July 1, 2008, (2) capping the Town's contribution at the second most expensive plan offered by PEMHCA for newly hired Members of the PCRA effective June 1, 2010, and (3) adopting the State Vesting Schedule for all employees for the purposes of determining retiree medical insurance contributions by the Town effective July 1, 2012.

Despite the measures taken, the Town's 2015 actuarial report determined the Town's unfunded liability related to its OPEB to be \$6.6 million. At that time the City Council made the prudent decision to deposit \$1 million in an irrevocable trust to pre-fund OPEB liabilities. The 2016 unfunded OPEB liability is estimated to be \$6.2 million.

ANALYSIS

One way to contain medical insurance costs, while fulfilling previously made commitments to current employees and annuitants, is to pass a resolution resetting the employer's contribution

² Person drawing a PERS retirement warrant. Any employee who is at least 50 years of age with five years of PERS service credit can apply for retirement benefits and become an annuitant, thus eligible for the Town's retiree health. An employee must apply for PERS retirement within 120 days of separation from service to be eligible for PEMHCA into retirement and the Town's contribution to retiree health care.

³ Other post-employment benefits (OPEB) are the benefits that an employee will begin to receive at the start of retirement. This does not include pension benefits paid to the retired employee. Other post-employment benefits that a retiree can be compensated for and which can generate unfunded liabilities are "health and welfare" benefits such as medical, dental and vision premiums.

for medical insurance premiums for employees and annuitants to the PEMHCA Minimum and fund the difference through a cafeteria plan with Section 125 flex dollars. When employees hired before January 1, 2017 retire, the Town will reimburse the eligible annuitants the difference agreed to in the applicable MOU and/or Town policy through an HRA. The Town's retiree health contribution on behalf of employees hired on or after January 1, 2017 will be limited to the PEMHCA Minimum (currently \$128 per month) which will be supplemented with the accrued balance in a Retirement Health Savings Plan ("RHS"), a defined contribution benefit, for eligible employees.

The following outlines the Town's plan to accomplish this.

- Within PEMHCA, the Town's contribution for each eligible employee or annuitant, shall be the PEMHCA Minimum. In addition to the PEMHCA Minimum:
 - For eligible employees, the Town will contribute any additional amount necessary to pay its obligation under the applicable MOU or Town policy to employees as determined by hire date, enrollment and bargaining group via its Flexible Benefits Plan (Section 125 Cafeteria flex dollars); and
 - For eligible annuitants, the Town will contribute any additional amount necessary to pay its obligation under the applicable MOU or Town policy to employees as determined by hire date, enrollment and bargaining group via its Health Reimbursement Arrangement (HRA) from which reimbursements will be made to said eligible annuitants ; and
 - For employees hired on or after January 1, 2017, the Town will contribute 1.5% of his/her monthly base salary while employed to the RHS Plan to be used at retirement for out-of-pocket medical expenses and individual health insurance premiums.

The Town's existing PEMHCA resolutions will continue to be effective until the PEMHCA resolutions adopting the PEMHCA Minimum and rescinding the health benefit vesting schedule become effective.⁴ This means that the contributions for cafeteria plan flex dollars and HRA reimbursements will not be needed until this later date. However, the effective date of the retiree tier that will be limited to the PEMHCA minimum and the RHS Plan contribution will be January 1, 2017.

COUNCIL ADOPTED VALUES

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

- *Fairness*: Make decisions based on the merits of the issue.
- *Responsibility*: Make decisions after prudent consideration of their financial impact, taking into account the long-term financial needs of the agency, especially its financial stability; and
- *Vision*: Promote intelligent and thoughtful innovation in order to forward the Town's policies and services.

⁴ Under PEMHCA, the effective date of this change is the first day of the second month following the month in which the resolution is filed in the office of the Board of Administration, Public Employees' Retirement System.

ALTERNATIVES

Council could choose to reject Staff's recommendation. This would negate the negotiated cost containment measure included in the recently ratified MOUs and discussed with unrepresented employees resulting in the continuation of the Town's current practices for paying for almost 100 percent of the annuitants' PEMHCA cost.

CONCLUSION

Staff recommends adopting the attached resolutions which caps the Town's contributions for all employees and annuitants to the PEMHCA Minimum and rescinds the vesting schedule of Resolution 2012-13. The adoption of Resolution 2017-xx will supersede and, thereby, repeal Resolution 2010-11.

ATTACHMENTS

- A. Proposed Resolution Fixing the Employer's Contribution Under PEMHCA
- B. Proposed Resolution Rescinding the Health Benefit Vesting Under Section 22893
- C. Resolution 2010-11
- D. Resolution 2013-13

RESOLUTION 2017 – XX

**FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES
AND ANNUITANTS UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT**

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

1. Findings.

- (a) Town of Colma is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act").
- (b) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution.
- (c) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act.

2. Order.

- (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of:

Medical Group	Monthly Employer Contribution
001 General Employees	PEMHCA Minimum
002 POA & PCRA	PEMHCA Minimum

Plus administrative fees and Contingency Reserve Fund assessments.

- (b) Town of Colma has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.
- (c) That the participation of the employees and annuitants of Town of Colma shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Town of Colma would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.

(d) That the executive body appoint and direct, and it does hereby appoint and direct, Caitlin Corley, City Clerk, to file with the Board a verified copy of this resolution, and to perform on behalf of Town of Colma all functions required of it under the Act.

Certification of Adoption

I certify that the foregoing Resolution No. 2017-__ was duly adopted at a regular meeting of the City Council of the Town of Colma held on February 8, 2017, by the following vote:

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

Dated _____

 Helen Fiscaro, Mayor

Attest: _____
 Caitlin Corley, City Clerk

RESOLUTION 2017 – XX**ELECTING TO RESCIND HEALTH BENEFIT VESTING UNDER SECTION 22893
OF THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION**

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

1. Findings.

(a) Town of Colma is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of 001 General Employees and 002 POA & PCRA.

(b) Town of Colma is a contracting agency has filed a resolution with the Board of the California Public Employees' Retirement System to provide a postretirement health benefits vesting requirement to employees who retire for service in accordance with Government Code Section 22893.

2. Order.

(a) Town of Colma elects to rescind postretirement health benefits vesting requirements.

(b) That employees first hired on or after July 1, 2012 will no longer be subject to vesting as established by Resolution 2012-13.

(c) Town of Colma has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.

(d) That the participation of the employees and annuitants of Town of Colma shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Town of Colma would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees' Retirement System may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.

(e) That the executive body appoint and direct, and it does hereby appoint and direct, Caitlin Corley, City Clerk, to file with the Board a verified copy of this resolution, and to perform on behalf of Town of Colma all functions required of it under the Act.

Certification of Adoption

I certify that the foregoing Resolution No. 2017-__ was duly adopted at a regular meeting of the City Council of the Town of Colma held on February 8, 2017, by the following vote:

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

Dated _____

Helen Fiscaro, Mayor

Attest: _____
Caitlin Corley, City Clerk

**RESOLUTION NO. 2010-11
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC
EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AND REPEALING
RESOLUTION 2008-22**

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

1. Background.

(a) Government Code Section 22892(a) provides that a local agency contracting under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act; and

(b) The Town of Colma is a local agency contracting under the Act.

2. Order.

(a) The employer's contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefit plan including administrative fees and Contingency Fund assessments up to a maximum of:

<u>Code</u>	<u>Bargaining Unit</u>	<u>Contribution Per Month</u>
001	General Employees (Eligible employees not members of the Peace Officers Association or the Police Communications/ Records Association)	Total Premium (no change)
002	Peace Officers Association and Police Communications/ Records Association	If enrolled in a basic plan, up to the 2 nd highest basic health plan in the Bay Area Region If enrolled in a supplemental plan, up to the 2 nd highest supplemental health plan in the Bay Area Region If enrolled in a combination plan, up to the 2 nd highest combination health plan in the Bay Area Region If enrolled in an out of state region plan, up to the 2 nd highest out of state region health plan

(b) The effective date of the change in the employer's contribution specified will be effective on the first day of the second month following the month in which the resolution is filed in the office of the Board of Administration, Public Employees' Retirement System.

(c) The Town of Colma had fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.


(d) Resolution 2008-22 shall be and hereby is repealed.

* * * * *

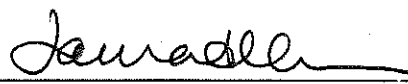
I certify that the foregoing Resolution No. 2010-11 was duly adopted at the regular meeting of the City Council of the Town of Colma held on March 10, 2010, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Diana Colvin, Mayor	√				
Helen Fiscaro	√				
Raquel "Rae" Gonzalez	√				
Joanne F. del Rosario	√				
Joseph Silva	√				
<i>Voting Tally</i>	5	0			

Dated 3/31/10



 Diana Colvin, Mayor

Attest: 

 Laura Allen, City Clerk

**RESOLUTION 2012-13
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION ELECTING TO ESTABLISH
A HEALTH BENEFIT VESTING REQUIREMENT FOR FUTURE RETIREES UNDER
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT**

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

1. Findings.

- (a) Government Code 22893 provides that a local agency contracting under the Public Employees' Medical and Hospital Care Act may amend its resolution to provide a post retirement vesting requirement.
- (b) The Town of Colma is a local agency contracting under the Act.
- (c) The Town of Colma City Council certifies that the general employees are not represented by a bargaining unit and there is no applicable memorandum of understanding.
- (d) The Town of Colma City Council certifies that employees who are members of the Peace Officers Association and the Police Communications/Records Association are represented by bargaining units and subject to a memorandum of understanding.
- (e) The credited service for the purposes of determining the percentage of employer's contributions shall mean service as defined in Section 20069, except that not less than five years of that service shall be performed entirely with the Town of Colma.
- (f) The contribution for active employees shall not be less than what is defined in Government Code Section 22892(b).

2. Order.

- (a) The employer's contribution for each retired employee first hired on or after the effective date of this resolution shall be as listed:

CODE	BARGAINING UNIT	CONTRIBUTION PER MONTH
001	General Employees	Total Premium
002	Peace Officers Association And Police Communication/ Records Association	2 nd Highest Basic, Supplemental or Combination Health Plan in the Bay Area Region

plus Administrative fees and Contingency Reserve Fund, but not more than 100 percent of the premium applicable to him or her, nor less than the 100 percent of the weighted average of the healthy benefits plan premiums for employees or annuitants enrolled for self alone plus 90 percent of the weighted average of the additional premiums required

for enrollment of family members in the four health benefits plans that have the largest number of enrollments.

(b) The percentage of employer contribution payable for post retirement health benefits for each retired employee shall be based on the employee's completed years of credited service based upon Government Code 22893; plus administrative fees and Contingency Reserve Fund assessments.

(c) The Town of Colma has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.

Certification of Adoption

I certify that the foregoing Resolution No. 2012-13 was duly adopted at a regular meeting of the City Council of the Town of Colma held on May 9, 2012, by the following vote:

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

Dated 5-23-12

Raquel P. Gonzalez
Raquel "Rae" Gonzalez, Mayor

Attest: Laura Allen
Laura Allen, City Clerk



STAFF REPORT

TO: Mayor and Members of the City Council
 FROM: Lori Burns, Human Resources Manager
 VIA: Sean Rabé, City Manager; Chris Diaz, City Attorney
 MEETING DATE: February 8, 2017
 SUBJECT: Personnel Policy Revision - Benefits

RECOMMENDATION

Staff recommends that the City Council adopt the following Resolution:

RESOLUTION AMENDING SUBCHAPTER 3.05 OF THE COLMA ADMINISTRATIVE CODE
 RELATING TO BENEFITS

EXECUTIVE SUMMARY

The attached resolution approves amendments to Section 3.05 of the Colma Administrative Code (Personnel Policies, Benefits) to extend the modification to the Town's existing retiree health benefit for all NEW unrepresented employees consistent with the modifications included in the recently approved Memorandums of Understanding with the Peace Officers Association (POA) and Police Communication/Records Association (PCRA). This modification retains retiree medical benefits for all current employees and retirees, while new employees will receive a Retiree Health Savings Account (RHSA) benefit instead.

FISCAL IMPACT

The Town will see significant long term savings from the implementation of the Retiree Health Saving Arrangement (RHSA).

BACKGROUND

The City Manager met with the Town's unrepresented employees on October 28, 2016 and explained the proposed changes to Town's retiree medical plan as agreed to in the MOUs with the POA and PCRA.

ANALYSIS

A key issue Town Staff and the City Council wanted to address during contract negotiations was how to safeguard the Town's long term financial picture by controlling costs associated with retiree health – also known as Other Post Employment Benefits (OPEB). Included in the MOUs approved on January 25, 2017, were the following conditions:

- Within PEMHCA, the Town's contribution for each eligible employee or annuitant shall be the PEMHCA Minimum. In addition to the PEMHCA Minimum:
 - For eligible employees, the Town will contribute any additional amount necessary to pay its obligation under the applicable MOU or Town policy to employees as determined by hire date, enrollment and bargaining group via its Flexible Benefits Plan (Section 125 Cafeteria flex dollars); and
 - For eligible annuitants, the Town will contribute any additional amount necessary to pay its obligation under the applicable MOU or Town policy to employees as determined by hire date, enrollment and bargaining group via its Health Reimbursement Arrangement (HRA) from which reimbursements will be made to said eligible annuitants; and
 - For employees hired on or after January 1, 2017, the Town will contribute 1.5% of his/her monthly base salary while employed to the RHS Plan to be used at retirement for reimbursement of out-of-pocket medical expenses and/or individual health insurance premiums.

The proposed resolution simply makes the medical provisions included in the current MOUs consistent for unrepresented employees, except some members of the POA and PCRA have a contribution cap equal to the second highest plan offered by PEMHCA.

The proposed Personnel Policy Benefit changes are necessary in order to maintain a consistent medical benefit program for all Town employees.

COUNCIL ADOPTED VALUES

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

- *Responsibility:* Making decisions after prudent consideration of their financial impact, taking into account the long-term financial needs of the agency, especially its financial stability.
- *Fairness:* Treat all persons, claims and transactions in a fair and equitable manner.

ALTERNATIVES

The City Council could choose to not adopt the resolution revising Personnel Policy 3.05 Benefits. Doing so, however, would create an inconsistency in retiree medical benefits for Town employees.

CONCLUSION

Staff recommends that the City Council adopt the attached resolution.

ATTACHMENT

- A. Resolution

RESOLUTION NO. 2017-##
OF THE CITY COUNCIL OF THE TOWN OF COLMA
RESOLUTION AMENDING SUBCHAPTER 3.05 OF
THE COLMA ADMINISTRATIVE CODE,
RELATING TO BENEFITS

The City Council of the Town of Colma hereby resolves:

ARTICLE 1. CAC SECTION 3.05.010 AMENDED.

Section 3.05.010, Eligibility, of the Colma Administrative Code, is hereby amended in its entirety to state as follows:

3.05.010 Eligibility

(a) *Employees and Dependents.* Eligibility of employees and dependents is prescribed by the governing contract between the Town of Colma and the insurance provider and the provisions of this Subchapter.

(b) *Employees Not Eligible.*

- (1) Temporary and casual employees are not eligible for the benefits described in this Subchapter except where required by federal and state law, by a contract with the employee, or as expressly provided in this Subchapter.
- (2) An eligible employee who works less than his or her normally scheduled hours or who is on an unpaid leave of absence will be responsible for paying a pro-rata share of the Town's contribution toward his or her benefits, except where required by federal and state law, by a contract with the employee, or as expressly provided in this Subchapter.
- (3) Individual insurance providers may exclude otherwise eligible employees from eligibility.

(c) *Retired Employees.*

- (1) A retired employee is entitled to paid medical and hospital benefits as set forth herein only if he or she qualifies as an Annuitant.
- (2) The term "Annuitant" means a person of retirement age, who has had at least five years of service credit, who has retired with an effective date that is within 120 days of separating from Town service, and who is receiving a retirement allowance under a contract between the Town and CalPERS, or a surviving family member, as defined by CalPERS, who is receiving the retirement allowance in place of the deceased member.

(d) *Represented Employees.* Unless stated otherwise herein, the Town shall pay medical and hospital, and dental benefits for a member, or an Annuitant who was a member, of the Colma Peace Officers Association or the Colma Police Communications/Records Association as provided in the Memoranda of Understanding between the Town and the applicable employee organization and for which the retired employee is eligible and enrolls.

(e) *Council Members:* Council Members are eligible for all benefits provided to non-safety employees except as prohibited or limited by law on the same terms as are applicable to non-safety employees as set forth in this Subchapter 3.05.

(f) *Retired Council Members*

(1) A retired Council Member is entitled to paid medical and hospital benefits only if he or she qualifies as an Annuitant and only on the same terms as are set forth in Section 3.05.030.

(2) A retired Council Member who was first elected to office before January 1, 1995 may be entitled to dental benefits. Each case must be examined to determine if all statutory requirements have been met.

(g) *Registered Domestic Partner.* A Registered Domestic Partner is entitled to all benefits that are granted to a spouse, e.g., medical, dental and disability insurance, pension, and death benefits for surviving spouses.

[Reference: GOV'T CODE §§ 22754, 22760, 22775, 53201]

[History: Res 2010-13, 4/14/10; Res 2017-___, 2/7/17]

ARTICLE 2. CAC SECTION 3.05.030 AMENDED.

Section 3.05.030, Medical and Hospital Insurance, of the Colma Administrative Code, is hereby amended in its entirety to state as follows:

3.05.030 Medical and Hospital Insurance

(a) Medical and hospital care benefits are provided to eligible employees under the provisions of the California Public Employees Medical and Hospital Care Act (PEMHCA). The following persons are eligible to participate in the Town's medical and hospital insurance for themselves and all eligible dependents in accordance with the terms of the medical and hospital insurance policy or policies provided under PEMHCA and pursuant to the terms set forth in this Subchapter 3.05: regular employees, probationary employees, Council Members, and Annuitants (as defined in 3.05.010(c)(2)).

(b) Medical and Hospital Insurance Benefits

(1) PEMHCA Minimum Contribution

The Town contracts with PERS pursuant to the Public Employees Medical and Hospital Care Act (PEMHCA) for the purpose of providing eligible employees, dependents and

Annuitants with access to medical insurance. The Town shall revise its current PEMHCA contract with CalPERS through the adoption of a new PEMHCA resolution to provide that the Town shall pay to PERS, on behalf of each eligible employee and Annuitant, a monthly employer contribution equal to the minimum contribution required under Section 22892(b)(2) of PEMHCA (PEMHCA Minimum). This amount is established by CalPERS and may change annually. Annuitants will receive the PEMHCA Minimum regardless of hire date.

Supplemental benefits will be provided to eligible employees and Annuitants in accordance with the terms set forth in paragraphs (2), (3) and (4) below.

(2) Supplemental Benefit for Eligible Employees

The Town offers an Internal Revenue Code Section 125 Plan (Plan) which contains premium conversion, health care reimbursement and dependent care reimbursement as available benefits. The availability of the Plan is contingent on compliance with state and federal rules and regulations. In addition to the PEMHCA Minimum which will be paid by the Town directly to CalPERS, eligible employees will receive a contribution under the Plan equal to the full cost of the PERS health plan selected, for which he or she and his or her dependents are eligible and enrolled, minus the PEMHCA Minimum. This contribution is to be used to pay for premiums for Health Insurance Coverage through the Plan.

(3) Supplemental Benefit for Annuitants Originally Hired Before January 1, 2017

In addition to the PEMHCA Minimum, each Annuitant hired by the Town on or before December 31, 2016 is eligible for an Employer contribution, as set forth below, to be used for reimbursement of additional medical costs under a Retiree Health Reimbursement Arrangement (HRA) established by the Employer. Receipt of Reimbursements may be made through a third party administrator and subject to administrative requirements.

(i) Annuitants Who Were Originally Hired Prior to July 1, 2012 (Tier A)

Annuitants hired by the Town prior to July 1, 2012 will receive a monthly HRA contribution equal to the monthly cost of the PERS health plan selected, for which he or she and his or her dependents are eligible and enrolled, minus the PEMHCA Minimum.

(ii) Annuitants Who Were Originally Hired on or after July 1, 2012 but on or before December 31, 2016 (Tier B)

Annuitants hired by the Town on or after July 1, 2012, but on or before December 31, 2016, who have five years of service with the Town and at least ten years of total PERS service credit, will receive an HRA contribution equal to the "applicable percentage" of the cost of the PERS health plan in which he or she and his or her dependents are eligible and enrolled.

The "applicable percentage" shall be determined on the basis of the Annuitant's years of service (with a minimum of five years of service with the Town) pursuant to the following vesting schedule:

CREDITED YEARS OF SERVICE	APPLICABLE PERCENTAGE
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20 or More	100%

Notwithstanding the preceding service requirement, the contribution payable by the Town shall be equal to 100 percent of the cost of the PERS health plan in which he or she and his or her dependents are eligible and enrolled, on behalf of any Annuitant who retired for disability.

(iii) Retiree Health Benefit Preserved in Event of Reinstatement and Subsequent Retirement

In accordance with AB 410 (2013), as codified in Government Code Section 22838, an Annuitant eligible for retiree health benefits pursuant to Section (b)(3)(i) or (ii) who reinstates from retirement may, upon his or her subsequent retirement, elect to enroll in a health benefit plan approved or maintained by CalPERS as an Annuitant of the Town and receive the applicable benefit under Section (b)(3)(i) or (ii), if all of the following apply:

- (A) The subsequent retirement occurs on or after January 1, 2014;
- (B) The Annuitant is eligible for retiree health coverage through the Town prior to reinstatement from retirement;
- (C) The subsequent retirement occurs within 120 days of separation; and
- (D) The retiree health contribution available from the Town is higher than the retiree health contribution from the employer through which the subsequent retirement occurs.

To the extent that the Town's conversion to the PEMHCA Minimum causes the requirement at (D) above to fail and, as a result, the Annuitant enrolls in a PERS health benefit plan through the subsequent

employer, the Town shall cause the difference between the total benefit described in Section (d)(3)(i) or (ii), as applicable, and the retiree health benefit to which he or she is entitled under the subsequent employer, to be paid to the Annuitant in the form of a reimbursement under the HRA of substantiated expenses for a PERS health insurance plan in which he or she has enrolled.

(4) Retirement Health Savings Program (RHSP)

As soon as administratively possible, the Town will establish a Retirement Health Savings Program (RHSP). The RHSP will use a third party administrator selected by the Town. The design of the RHSP is intended to be a tax advantaged savings plan to be used exclusively for qualifying medical expenses during retirement.

(i) Mandatory Participation - Members Hired on or after January 1, 2017

Members hired on or after January 1, 2017 receive a monthly Employer contribution to an individual account under the RHSP. The Town shall contribute to the Member's individual RHSP account an amount equivalent to one and one-half percent (1.5%) of the Member's monthly base salary as shown in the Town's adopted salary schedule. The base salary for the initial month of service and final month of service shall be prorated based on actual base salary paid in those months.

(ii) Optional Participation - Members Hired Prior to January 1, 2017

Members hired prior to January 1, 2017 may exercise a one-time irrevocable election and waiver as defined in the RHSP Plan Document. Any Member who elects to receive the RHSP benefit shall receive the same benefit as described in Section (b)(4)(i) above and will no longer receive the benefits in Section (b)(3) above.

(c) An eligible person who has applied for Annuitant status shall continue to be eligible to receive paid medical and hospital insurance for 120 days after separation from employment from the Town provided that such person is diligently pursuing his or her retirement application.

(d) An eligible employee who provides the Town with proof of other group medical and hospital insurance may receive \$250 per month in lieu of medical and hospital insurance.

(e) A Council Member shall be required to enroll in a medical and hospital insurance plan provided under PEMHCA. However, this requirement shall not apply to a Council Member who the Town determines is covered through other group medical and hospital insurance. In such instance, the Town shall contribute \$250 per month toward a deferred compensation plan for the benefit of the Council Member as determined solely within the discretion of the Town.

[Reference: Gov'T CODE §§ 22750-22755, 22800-22826]

[History: Adopted by Res 2008-03, 2/13/08; Amended by Res 2014-04, 2/13/14; Res 2016-01, 1/13/16; 2017-__, 2/7/17]

ARTICLE 3. CAC SECTION 3.05.040 AMENDED.

Section 3.05.040, Dental Insurance, of the Colma Administrative Code, is hereby amended in its entirety to state as follows:

3.05.040 Dental Insurance

(a) The following persons are eligible to participate in the Town's dental insurance plan for themselves and all eligible dependents in accordance with the terms of the dental insurance policy or policies provided by the Town: regular employees, probationary employees, Council Members and Annuitants except as set forth in (b) below.

(b) Notwithstanding the above, see section 3.05.010(d) for represented employees and (f)(2) for retired Council Members. In addition, a retired employee who was first hired prior to May 1, 2010 is entitled to the same Town-paid dental benefits as are provided to current miscellaneous employees, provided that he or she qualifies as an Annuitant. A retired employee hired on or after May 1, 2010 is not entitled to Town-paid dental benefits.

(c) The Town shall contribute, for each eligible person, the amount necessary to pay the cost of his or her enrollment, including the enrollment of eligible dependents in the member's plan. An eligible person who has applied for Annuitant status shall continue to be eligible to receive paid dental insurance for 120 days after separation from employment from the Town provided that such person is diligently pursuing his or her retirement application.

ARTICLE 4. SEVERABILITY.

Each of the provisions of this resolution is severable from all other provisions. If any article, section, subsection, paragraph, sentence, clause or phrase of this resolution is for any reason held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

ARTICLE 5. NOT A CEQA PROJECT.

The City Council finds that adoption of this resolution is not a "project," as defined in the California Environmental Quality Act because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment and concerns general policy and procedure making.

ARTICLE 6. EFFECTIVE DATE.

This resolution shall become effective immediately upon adoption.

Certification of Adoption

I certify that the foregoing Resolution No. 2017-__ was duly adopted at a regular meeting of the City Council of the Town of Colma held on February 8, 2017, by the following vote:

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

Dated _____

 Helen Fiscaro, Mayor

Attest: _____
 Caitlin Corley, City Clerk

