

**MINUTES**  
**REGULAR MEETING**  
City Council of the Town of Colma  
Colma Community Center, 1520 Hillside Boulevard  
Colma, CA 94014  
**Wednesday, December 14, 2016**  
6:00 p.m. – Closed Session  
7:00 p.m. – Regular Session

**CALL TO ORDER**

Mayor Helen Fiscaro called the Regular Meeting of the City Council to order at 7:12 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, Administrative Services Director Brian Dossey, Director of Public Works Brad Donohue, City Planner Michael Laughlin, Sustainability Programs Manager Kathleen Gallagher, Human Resources Manager Lori Burns and City Clerk Caitlin Corley were in attendance.

**REPORT FROM CLOSED SESSION**

The Mayor stated, “No action was taken at tonight’s closed session.”

**ADOPTION OF THE AGENDA**

Mayor Fiscaro asked that item #6 be pulled from the Consent Calendar and be discussed separately. The Mayor asked for a motion to adopt the agenda with the requested changes.

**Action:** Council Member del Rosario moved to adopt the agenda with the requested changes; 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**

- Administrative Services Director Brian Dossey presented new Facility Attendant David Casilao and new Recreation Leaders Gabriel Gonzalez and Dinora Navarro.

**PUBLIC COMMENTS**

Mayor Fiscaro opened the public comment period at 7:18 p.m. Millbrae Council Member Wayne Lee presented a commendation to Retired Council Member Joseph Silva. The Mayor closed the public comment period at 7:21 p.m.

## CONSENT CALENDAR

2. Motion to Accept the Minutes from the November 11, 2016 Regular Meeting.
3. Motion to Approve Report of Checks Paid for November 2016.
4. Motion to Adopt an Ordinance Adopting an Amended Zoning Map and Approving a Planned Development Zone for 1670-1692 Mission Road (Rezoning Property from C/DR to PD/DR) (Second Reading).
5. Motion to Adopt an Ordinance Amending Colma Municipal Code Sections 5.01.080 and 5.03.350 and Adding Section 5.03.355, to Regulate the Personal, Medical, and Commercial Use of Marijuana. (Second Reading).
6. [Pulled from Consent Calendar]
7. Motion to Adopt a Resolution Approving the Final Map for the Colma Estates Subdivision Creating Nine Single Family Residential Lots at 442-468 B Street and Authorizing the City Manager to Execute the Subdivision Improvement Agreement.

City Attorney Christopher Diaz announcement that the property that is the subject of item #7 is less than 500 feet from Mayor Fiscaro and Council Member Colvin's real property interests. Previously when this property has been subject of Council consideration, there had been three members of Council with real property conflicts of interest. Mayor Fiscaro had been brought back in to establish a quorum under the limited rule of necessity at a Council meeting held on June 22, 2016, and again at a Council meeting on November 9, 2016. With newly elected Council Member John Goodwin, we now have a quorum without any conflict of interest on the property, and Mayor Fiscaro will join Council Member Colvin in recusing herself from item #7.

**Action:** Vice Mayor Gonzalez moved to approve the Consent Calendar items #2 through 5 and 7, with Mayor Fiscaro and Council Member Colvin recusing themselves from item #7; 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	✓			Item #7 only	
Raquel Gonzalez	✓				
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓			Item #7 only	
	5	0			

6. Motion to Receive and File the First Quarter (July 2016 – September 2016) Financial Report and Direct Staff to Post a Copy on the Town Website.

City Manager Sean Rabé presented the staff report. Mayor Fiscaro opened the public comment period at 7:25 p.m. and seeing no one come forward to speak, she closed the public comment period. Council discussion followed.

**Action:** Council Member Colvin moved to Receive and File the First Quarter (July 2016 – September 2016) Financial Report and Direct Staff to Post a Copy on the Town Website; 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			

## PUBLIC HEARING

### 8. CLIMATE ACTION PLAN ANNUAL UPDATE

Sustainability Manager Kathleen Gallagher presented the staff report. Mayor Fisicaro opened the public hearing at 7:37 p.m. and seeing no one come forward to speak, she closed the public hearing. Council discussion followed.

**Action:** Council Member Colvin moved to Accept the Climate Action Plan (CAP) Progress Report; 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			

The Mayor presented awards to the following people and organizations:

#### Special Recognition

- Kaiser Permanente - Ron Groepper, Bill Bowdle, Randy Wittorp, Elizabeth Ferber were present to accept.

#### Solar Installation

- John Saddi, Target
- Sudhir and Daxa Patel, 429 D Street
- Ricardo and Marta Vega, 488 D Street

#### Electrical Vehicle Charging Stations

- Kohl's

#### Water and Energy Audits

- Cypress Lawn Cemetery
- Holy Cross Cemetery – Monica Williams and John Bermudez were present to accept.
- Woodlawn Cemetery

- Home of Peace/Hills of Eternity/Salem Cemeteries – James Carlson was present to accept.
- Eternal Home Cemetery – Fred Harris and Lisa Matson were present to accept.

**9. COUNCIL OF CITIES AND CITY SELECTION**

City Clerk Caitlin Corley presented the staff report. Mayor Fiscaro opened the public hearing at 7:46 p.m. and seeing no one come forward to speak, she closed the public hearing. Council discussion followed.

**Action:** Vice Mayor Gonzalez made a motion Confirming Designation of the Mayor as the Voting Member for the Council of Cities, Designating an Alternate Voting Member, and Giving the Voting Member Discretion on Any and All Matters to be Considered; 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			

**10. COMMITTEE ASSIGNMENTS 2017**

City Clerk Caitlin Corley presented the staff report. Mayor Fiscaro opened the public comment period at 7:56 p.m. and seeing no one come forward to speak, she closed the public comment period. The Mayor led the discussion on committee assignments for Council Members. Below is the list of 2017 Committee Assignments that the Council discussed and proposed:

Committee Name	2017 Primary	2017 Secondary
<a href="#">Office of Emergency Services</a> (EMERGENCY SERVICES COUNCIL, MEETS QUARTERLY 3 <sup>RD</sup> THURSDAYS IN JANUARY, APRIL, JUNE & SEPTEMBER, , AT 5:30 PM, AT THE HALL OF JUSTICE IN REDWOOD CITY IN JURY ASSEMBLY ROOM)	Colvin	del Rosario
<a href="#">Colma Creek Flood District</a> (MEETS QUARTERLY, 2 <sup>ND</sup> TUESDAY @ 3PM IN MARCH, JUNE, SEPTEMBER AND DECEMBER AT CITY HALL, SOUTH SAN FRANCISCO)	Fiscaro	
<a href="#">Peninsula Congestion Relief Alliance - "The Alliance"</a> <a href="#">Board of Directors member</a> (6 X A YEAR, THURSDAY MORNINGS)	Gonzalez	Colvin
<a href="#">C/CAG</a> (2 <sup>ND</sup> THURSDAY OF THE MONTH, 7PM)	Colvin	Goodwin

League of California Cities (ANNUAL CONFERENCE, AND WORKSHOPS THROUGHOUT THE YEAR)	All	
San Mateo County Council of Cities (MONTHLY DINNER AND MEETING)	Fiscaro is the voting representative	All Council Members can attend
Mayor/Chamber Walks (SCHEDULED BETWEEN THE MAYOR, CITY MANAGER & CHAMBER OF COMMERCE, APPROXIMATELY 5+ OUTINGS)	Fiscaro	All other Council Members
City Representative at Colma-Daly City Chamber of Commerce (1-2 MEETINGS A YEAR, AS NEEDED)	Fiscaro	Gonzalez
Legislative Committee (C/CAG) (ONCE PER MONTH, ON 2 <sup>ND</sup> THURSDAYS AT 5PM)	Colvin	
ABAG Representative (GENERAL ASSEMBLY MEETS TWICE PER YEAR APRIL & OCTOBER)	del Rosario	Gonzalez
Grand Boulevard Task Force (MEETS 3 <sup>RD</sup> WEDNESDAY, 10AM-12 NOON, MARCH, JUNE, SEPTEMBER, DECEMBER AT EITHER SAM TRANS IN SAN CARLOS OR CITY HALL IN SANTA CLARA)	Gonzalez	Goodwin
Peninsula Clean Energy Board of Directors (MEETS 4 <sup>TH</sup> THURSDAY, 6:30PM AT THE COUNTY OFFICE OF EDUCATION BUILDING IN REDWOOD CITY)	Gonzalez	Goodwin

**Action:** Council Member Goodwin moved to Approve Committee Assignments for 2017 and Granting to the Appointee Discretion in Voting on Matters Brought Before the Committee; the motion was seconded by Council Member Gonzalez 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			

## PUBLIC HEARING

### 11. BARK PARK

Administrative Services Director Brian Dossey presented the staff report. Mayor Fiscaro opened the public hearing at 8:16 p.m. Citizen Patricia Simpson and residents Maureen O'Connor and Maggie Sutton spoke. The Mayor closed the public hearing at 8:19 p.m. Council discussion followed.

**Action:** Vice Mayor Gonzalez made a motion to Introduce an Ordinance Adding Section 2.07.065 to the Colma Municipal Code, Relating to Bark Park Regulations, and Waive a Further Reading of the Ordinance; 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			

**COUNCIL CALENDARING**

The Regular City Council Meeting on Wednesday, December 28, 2016 will be cancelled. The next Regular City Council Meeting will be on Wednesday, January 11, 2017 at 7:00 p.m.

**REPORTS**

Helen Fiscaro

Colma Creek Committee Meeting - 12/13/16

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

- Frank & Grossman received a landscaping award for their work at the Sterling Park Recreation Center.
- The Colma Police Officers Association will be awarded the Golden Apple Award from the Colma Daly City Chamber of Commerce.
- City Manager Sean Rabé is now serving as the Chair of the San Mateo County City Managers Association.

**ADJOURNMENT**

The meeting was adjourned by Mayor Colvin at 9:19 p.m. and closed in memory of Mary Nano, longtime community member.

Respectfully submitted,

Caitlin Corley  
City Clerk