

**MINUTES  
REGULAR MEETING**

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

**Wednesday, June 28, 2017**

6:00 p.m.

**CALL TO ORDER**

Mayor Helen Fisicaro called the Regular Meeting of the City Council to order at 6:05 p.m.

Council Present – Mayor Helen Fisicaro, Council Members Joanne F. del Rosario, John Irish Goodwin and Diana Colvin were present. Vice Mayor Raquel "Rae" Gonzalez was absent.

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

**ADOPTION OF THE AGENDA**

Mayor Fisicaro requested to move item #6 City Manager Appointment up to immediately following the Consent Calendar. The Mayor asked for a motion to adopt the agenda with the requested changes.

**Action:** Council Member Colvin moved to adopt the agenda with the requested changes; 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	✓				
	4	0			

**PRESENTATIONS**

- City Manager Sean Rabé Farewell Presentation: Mayor presented outgoing City Manager Sean Rabe with a proclamation and engraved clock. Mayor, Vice Mayor and Council Members made remarks. The following community members made presentations:

Mark Nagales, Congresswoman Jackie Speier's Office

Pat Martel, City Manager of the City of Daly City

Maureen O'Connor, President of the Colma Historical Association

Ross Sit on behalf of Georgette Sarles, President of the Colma Daly City Chamber of Commerce

Denise Kelly, Daly City Lions & North Peninsula Food Pantry and Dining Center

Officer Kim Trask, Police Office Association

Kiki Wong, Republic Services

Brad Donohue, Director of Public Works

There was a break for refreshments from 6:43 p.m. to 7:31 p.m. Vice Mayor Gonzalez arrived at the meeting.

- The Mayor drew Jim Letcavage as the winner of the Mayors Water Challenge raffle. Mr. Letcavage was present to accept his prize, two tickets the Town's Holiday Party in December.

**PUBLIC COMMENTS**

Mayor Fiscaro opened the public comment period at 7:31 p.m. Resident Ed Harper made a comment about bus services used for Recreation Department field trips. The Mayor closed the public comment period at 7:35 p.m.

**CONSENT CALENDAR**

1. Motion to Accept the Minutes from the June 14, 2017 Regular Meeting.
2. Motion to Receive and File the Third Quarter (July 2016 – March 2017) Financial Report and Direct Staff to Post a Copy on the Town Website.

**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			

**6. INTERIM CITY MANAGER APPOINTMENT**

City Attorney Christopher Diaz 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:** Vice Mayor Gonzalez moved to Adopt a Resolution Appointing William C. Norton as Interim City Manager and Approving Employment Agreement; 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			

**PUBLIC HEARING**

**3. ENGINEER’S REPORT OF SANITARY SEWER SERVICE CHARGES FOR FY 2017-18**

Director of Public Works Brad Donohue presented the staff report. Mayor Fiscaro opened the public hearing at 7:47 p.m. Resident Ed Harper made a comment about the calculations of the charges. The Mayor closed the public hearing at 7:58 p.m. Council discussion followed.

City Attorney Christopher Diaz advised Council that he would make a modification to section 2(a) to include the number of protests received and strike the alternate provisions in sections 3(a) and 3(b) of the resolution.

**Action:** Mayor Fiscaro moved to Adopt a Resolution Appropriating Funds and Adopting the Annual Budget for Fiscal Year 2017-2018, Adopt a Resolution Overruling Protests to and Adopting Engineer’s Report on Sewer Service Charges for Fiscal Year-2018, 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, with the requested changes; 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			

**NEW BUSINESS**

**4. LEAGUE OF CALIFORNIA CITIES DELEGATE**

Administrative Services Director Brian Dossey presented the staff report. Mayor Fiscaro opened the public comment period at 8:07 p.m. and seeing no one come forward to speak, she closed the public comment period. Council discussion followed.

**Action:** Mayor Fiscaro moved to Designate Mayor Helen Fiscaro as the Voting Delegate and Administrative Services Director Brian Dossey as the Alternate Voting Delegate for the Annual League of California Cities Conference in September; 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			

**5. RECREATION MANAGER SALARY SCHEDULE**

Administrative Services Director Brian Dossey presented the staff report. Mayor Fiscaro opened the public comment period at 8:14 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 Adopt a Resolution Establishing Salary for New Recreation Manager Position and Adopting a Salary Schedule; the motion was seconded by Vice Mayor 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			

**COUNCIL CALENDARING**

The next Regular City Council Meetings will be on Wednesday, July 12, 2017 at 7:00 p.m. and Wednesday, July 26, 2017 at 7:00 p.m.

**REPORTS**

Council reported no events.

Interim City Manager Bill Norton reported that the Town held a mock earth quake emergency preparedness drill in the Emergency Operations Center and he was impressed with staff's performance.

**CLOSED SESSION**

Council entered into a closed session at 8:18 p.m.

7. **In Closed Session under Government Code § 54957, PUBLIC EMPLOYMENT**  
Title: City Manager

**REPORT FROM CLOSED SESSION**

Mayor Fiscaro stated, "No action was taken at tonight's closed session meeting."

**ADJOURNMENT**

Mayor Fiscaro adjourned the meeting at 9:25 p.m.

Respectfully submitted,



Caitlin Corley  
City Clerk