

**MINUTES  
REGULAR MEETING**

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

**Wednesday, October 11, 2017**

7:00 p.m.

**CALL TO ORDER**

Mayor Helen Fiscaro called the Regular Meeting of the City Council to order at 7:20 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 – Interim City Manager William C. Norton, City Attorney Christopher Diaz, Administrative Services Director Brian Dossey, Police Chief Kirk Stratton, Contract Director of Public Works Brad Donohue, Contract City Planner Michael Laughlin, and City Clerk Caitlin Corley were in attendance.

**REPORT FROM CLOSED SESSION**

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

**ADOPTION OF THE AGENDA**

Mayor Fiscaro asked if there were any 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**

Interim City Manager Bill Norton introduced new Contract Finance Director Brian Moura.

Police Chief Kirk Stratton introduced and swore in new Police Officer Anthony McKenna.

**PUBLIC COMMENTS**

Mayor Fiscaro opened the public comment period at 7:32 p.m. residents Shirley Stone, Pat Hatfield and Jim Letcavage expressed concern about the new parking permit process.

**CONSENT CALENDAR**

2. Motion to Accept the Minutes from the September 27, 2017 Regular Meeting.
3. Motion to Approve Report of Checks Paid for September 2017.
4. Motion to Accept Informational Report on Recreation Department Programs, Activities, Events, and Trips for the Third Quarter of 2017.
5. Motion to Adopt a Resolution Designating Certain Products, Brands or Services Pursuant to Public Contract Code Section 3400.
6. Motion to Adopt a Resolution Amending Subchapter 3.08 and Adding Subchapter 3.11 to the Colma Administrative Code, Relating to Email and Other Electronic Communications and the Public Records Act.
7. Motion to Adopt a Resolution Approving Road Maintenance and Rehabilitation Account (RMRA) Project List and Amending Gas Tax Appropriations for Fiscal Year 2017-2018.

**Action:** Council Member Colvin moved to approve the Consent Calendar items #2 through 7; 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**

**8. SERRAMONTE BOULEVARD AND COLLINS MASTER PLAN**

Contract City Planner Michael Laughlin 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. Council discussion followed.

**Action:** Vice Mayor Gonzalez moved to Adopt a Resolution Authorizing the City Manager to Execute a Contract with Dyett and Bhatia in the Amount of \$336,518 for Preparation of the Serramonte Boulevard and Collins Avenue Master Plan; 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			

## STUDY SESSION

### 9. RESERVE POLICE OFFICER PROGRAM

Police Chief Kirk Stratton presented the staff report. Mayor Fiscaro opened the public comment period at 8:26 p.m. and seeing no one come forward to speak, she closed the public comment. Council discussion followed.

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

## COUNCIL CALENDARING

The next Regular City Council Meetings will be on Wednesday, October 25, 2017 at 7:00 p.m. and Wednesday, November 8, 2017 at 7:00 p.m.

## REPORTS

### Helen Fiscaro

Peninsula Italian American Social Club Columbus Day Event, 10/6/17  
Black Bear Diner Ribbon Cutting, 10/10/17  
Daly City Youth Health Center Wall Breaking Event, 10/11/17

### Raquel "Rae" Gonzalez

Black Bear Diner Ribbon Cutting, 10/10/17

### Joanne F. del Rosario

Black Bear Diner Ribbon Cutting, 10/10/17

Interim City Manager Bill Norton reminded everyone that Republic Services will be holding a Free Recycling and Compost Giveaway Event on Saturday, October 14, 2017.

## ADJOURNMENT

Mayor Fiscaro adjourned the meeting at 9:03 p.m. in honor of Marge Barajas, former Colma resident

Respectfully submitted,



Caitlin Corley  
City Clerk