

**MINUTES  
REGULAR MEETING**

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

**Wednesday, October 25, 2017**

7:00 p.m.

**CALL TO ORDER**

Mayor Helen Fisicaro called the Regular Meeting of the City Council to order at 7:16 p.m.

Council Present – Mayor Helen Fisicaro, 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, Police Commander Sherwin Lum, 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 Fisicaro stated, “No action was taken at tonight’s closed session meeting.”

**ADOPTION OF THE AGENDA**

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

**Action:** Vice Mayor Gonzalez moved to adopt the agenda; 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			

**PRESENTATION**

Jill Nakagawa from Peninsula Reflections Assisted Living gave a presentation on Dementia Awareness.

The Mayor announced that the presentation on the San Mateo County CalFresh Program would be postponed to a future meeting, as the CalFresh representatives were unable to attend.

Council presented Commander Sherwin Lum with a proclamation recognizing the SMC Alert System. Commander Lum gave a brief presentation on how to sign up for the system.

**PUBLIC COMMENTS**

Mayor Fisicaro opened the public comment period at 7:35 p.m. and seeing no one come forward to speak, she closed the public comment period.

**CONSENT CALENDAR**

- 2. Motion to Accept the Minutes from the October 5, 2017 Special Meeting.
- 3. Motion to Accept the Minutes from the October 11, 2017 Regular Meeting.

**Action:** Council Member Colvin moved to approve the Consent Calendar items #2 and 3; 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			

**NEW BUSINESS**

4. **TOWN HALL PROJECT – AMENDMENT V CONSULTING SERVICES FOR FF&E**

Administrative Services Director Brian Dossey presented the staff report. Mayor Fisicaro opened the public comment period at 7:45 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 Resolution Approving and Authorizing the City Manager to Enter into a Fifth Amendment to the Agreement for Architectural Services with Ratcliff Architects to Develop Plans and Specifications for the Procurement of Furniture, Fixtures and Equipment for the Town Hall Renovation Project; 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 Fisicaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	5	0			

## STUDY SESSION

### 5. TRANSIENT OCCUPANCY TAX

Contract City Planner Michael Laughlin presented the staff report. Mayor Fiscaro opened the public comment period at 8:03 p.m. Resident Pat Hatfield made a comment about short term rentals. The Mayor closed the public comment at 8:04 p.m. Council discussion followed.

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

### 6. BUSINESS REGISTRATION FEE

Contract City Planner Michael Laughlin presented the staff report. Mayor Fiscaro opened the public comment period at 8:35 p.m. Resident Tom Taylor asked a question regarding business registrations. The Mayor closed the public comment at 8:39 p.m. Council discussion followed.

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

## COUNCIL CALENDARING

There will be two Special Closed Session Meetings on Wednesday, November 1, 2017 and Thursday, November 2, 2017 at 5:00 p.m.

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

## REPORTS

John Irish Goodwin

San Mateo County Immigrant Integration Summit, 10/18/17

Interim City Manager Bill Norton announced that the Colma Holiday Commercial would begin airing soon, and that there would be a groundbreaking event for the next phase of Town Hall Renovation Project on Monday, October 30, 2017 at 3 p.m.

## ADJOURNMENT

Mayor Fiscaro adjourned the meeting at 9:10 p.m. in honor of Jim Comstock, a longtime and active community member, Judy Celeste, mother of former Colma Police Officer Mike Celeste, and all the victims of the North Bay Fires.

Respectfully submitted,



Caitlin Corley  
City Clerk