

**MINUTES  
REGULAR MEETING**

City Council of the Town of Colma  
Meeting Held Remotely via Zoom.us  
**Wednesday, April 28, 2021**  
**7:00 PM**

**PLEDGE OF ALLEGIANCE AND ROLL CALL**

Mayor Diana Colvin called the meeting to order at 7:00 p.m.

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

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

The Mayor announced, “Welcome to another of our completely remote Council Meeting. A few notes about tonight’s meeting: We are accepting public comments through email— please email ccorley@colma.ca.gov to submit a public comment. You can also use the chat function to chat directly to our city clerk and she will be able to let us know that you would like to make a comment when your item comes up in the agenda. Thank you.”

**ADOPTION OF THE AGENDA**

Mayor Colvin asked if there were any changes to the agenda; none were requested. She asked for a motion to adopt the agenda.

**Action:** Vice Mayor Fisicaro moved to adopt the agenda; 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 |        |
| Diana Colvin, Mayor   | ✓      |    |                     |                   |        |
| Helen Fisicaro        | ✓      |    |                     |                   |        |
| Raquel Gonzalez       | ✓      |    |                     |                   |        |
| Joanne F. del Rosario |        |    |                     |                   | ✓      |
| John Irish Goodwin    | ✓      |    |                     |                   |        |
|                       | 4      | 0  |                     |                   |        |

**PRESENTATION**

- The Mayor presented a proclamation in honor of National Poetry Month, recognizing the first ever Daly City Youth Poet Laureate Madeleine Hur. Madeleine Hur offered her thanks and recited one of her poems.
- Chief Munsey presented a Commendation of Officers Kim Trask and Joshua Moreno, for their dedication to the community and commitment to the oath they swore to uphold.

**PUBLIC COMMENTS**

Mayor Colvin opened the public comment period at 7:15 p.m. The Mayor announced that citizen Laura D’Amico had submitted a public comment via email; the City Clerk read the comment into the record. The Mayor closed the public comment period at 7:17 p.m.

**CONSENT CALENDAR**

1. Motion to Accept the Minutes from the March 24, 2021 Regular Meeting.
2. Motion to Adopt a Resolution Authorizing the City Manager to Execute a Five-Year Financial Reporting and Transparency Contract with OpenGov for a Total Contract Value of \$85,575.

**Action:** Council Member Gonzalez moved to approve the consent calendar items #1 and 2; the motion was seconded by Vice Mayor Fiscaro and carried by the following vote:

| Name                  | Voting |    | Present, Not Voting |                   | Absent |
|-----------------------|--------|----|---------------------|-------------------|--------|
|                       | Aye    | No | Abstain             | Not Participating |        |
| Diana Colvin, Mayor   | ✓      |    |                     |                   |        |
| Helen Fiscaro         | ✓      |    |                     |                   |        |
| Raquel Gonzalez       | ✓      |    |                     |                   |        |
| Joanne F. del Rosario |        |    |                     |                   | ✓      |
| John Irish Goodwin    | ✓      |    |                     |                   |        |
|                       | 4      | 0  |                     |                   |        |

**PUBLIC HEARING**

**3. ELECTRONIC SERVICE OF GOVERNMENT CLAIMS AND NOTICES**

City Attorney Christopher Diaz presented the staff report. Mayor Colvin opened the public comment hearing at 7:29 p.m. and seeing no one request to speak, she closed the public hearing. Council discussion followed.

**Action:** Vice Mayor Helen Fiscaro moved to Introduce and Waive a Further Reading of an Ordinance Amending Colma Municipal Code Subchapter 1.14 to Provide for Filing of Electronic Claims; 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 |        |
| Diana Colvin, Mayor   | ✓      |    |                     |                   |        |
| Helen Fiscaro         | ✓      |    |                     |                   |        |
| Raquel Gonzalez       | ✓      |    |                     |                   |        |
| Joanne F. del Rosario |        |    |                     |                   | ✓      |
| John Irish Goodwin    | ✓      |    |                     |                   |        |
|                       | 4      | 0  |                     |                   |        |

#### 4. FUTURE NEW OR INCREASED RATES FOR SEWER SERVICE FEES

City Attorney Christopher Diaz presented the staff report. Mayor Colvin opened the public hearing at 7:38 p.m. and seeing no one request to speak, she closed the public hearing. Council discussion followed.

**Action:** Vice Mayor Helen Fiscaro moved to Introduce and Waive a Further Reading of an Ordinance Amending Sections 3.04.160 and 3.04.170 of Subchapter 3.04 of the Colma Municipal Code Authorizing the Town to Adopt Future New or Increased Rates for Sewer Service Fees by Resolution; 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 |        |
| Diana Colvin, Mayor   | ✓      |    |                     |                   |        |
| Helen Fiscaro         | ✓      |    |                     |                   |        |
| Raquel Gonzalez       | ✓      |    |                     |                   |        |
| Joanne F. del Rosario |        |    |                     |                   | ✓      |
| John Irish Goodwin    | ✓      |    |                     |                   |        |
|                       | 4      | 0  |                     |                   |        |

#### STUDY SESSION

#### 5. DONATION OF LAND TO THE TOWN OF COLMA

City Attorney Christopher Diaz announced that Council Member John Goodwin would be recusing himself out of an abundance of caution because he lives within 500 feet of the edge of Holy Cross Cemetery. The City Clerk placed Council Member Goodwin into the waiting room of the zoom meeting.

City Manager Brian Dossey presented the staff report. Mayor Colvin opened the public comment period at 8:18 p.m. and seeing no one come forward, the Mayor closed the public comment period. Council discussion followed. After Council discussion was complete, the City Clerk brought Council Member Goodwin back into the zoom meeting.

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

#### 6. FY 2021-2022 BUDGET

City Manager Brian Dossy and Administrative Services Director Pak Lin presented the staff report. Mayor Colvin opened the public comment period at 8:36 p.m. and seeing no one come forward, the Mayor closed the public comment period. Council discussion followed.

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

#### COUNCIL CALENDARING

The next Regular Meeting will be on Wednesday, May 12, 2021 at 7:00 p.m. and it will be held remotely.

## REPORTS

City Manager Brian Dossey gave an update on the following topics:

- There will be a Closed Session on May 12 at 6:00 p.m. regarding Labor negotiations, and on May 26 at 5:30 p.m. regarding the City Manager's Annual Evaluation.
- Vaccinations are going well and are more widely available than ever. The CDC has changed masking recommendations announcing that fully vaccinated people may stop using masks outdoors, unless it is a crowded space.
- San Mateo County is still in the Orange tier of the State's Reopening Plan.
- City Clerk Caitlin Corley was awarded with the Municipal Clerk Award of Distinction for Public Relations by the City Clerk Association of California. Congratulations, Caitlin!

## ADJOURNMENT AND CLOSE IN MEMORY

Mayor Colvin announced, "Before we close the meeting, I wanted to recognize a special birthday. Our very own Vice Mayor Helen Fisicaro has a milestone birthday this Friday. So I'd like you all to join me in wishing Helen a very happy 70th birthday!"

She adjourned the meeting at 8:5 p.m. and closed in memory of Bianca Caserza, long time Daly City resident; Rosa Alvarez de Ortega, grandmother of Recreation staff member and Colma resident Jovana Toscano; Sister Rosa Chavez, Council Member John Goodwin's sister-in-Law; and Alice Letcavage, longtime and beloved resident of Colma.

Respectfully submitted,

Caitlin Corley  
City Clerk