

**MINUTES  
REGULAR MEETING**

City Council of the Town of Colma  
Meeting Held Remotely via Zoom.us  
**Wednesday, December 8, 2021**  
**Closed Session - 6:00 PM**  
**Regular Session - 7:00 PM**

**CLOSED SESSION – 6:00 PM**

1. **In Closed Session Pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators.**

Agency Negotiator: Mayor  
Unrepresented Employees: City Manager

**PLEDGE OF ALLEGIANCE AND ROLL CALL – 7:00 PM**

Mayor Helen Fisicaro called the meeting to order at 7:02 p.m.

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

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

The Mayor announced, “Welcome to another of our completely remote Council Meeting. As always, we are accepting public comments through email or the zoom chat function—you can email our City Clerk at ccorley@colma.ca.gov or use the chat function to let her know which item you would like to speak on. Please keep your comments to 3 minutes or less. Thank you.”

**REPORT FROM CLOSED SESSION**

Mayor Fisicaro announced, “There was no reportable action at the end of tonight’s closed session.”

**ADOPTION OF THE AGENDA**

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

**Action:** Council Member Colvin 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 Fiscaro, Mayor	✓				
Raquel Gonzalez	✓				
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	5	0			

## PUBLIC COMMENTS

Mayor Fiscaro opened the public comment period at 7:03 p.m. Resident Laura Walsh requested that Council consider raising the Israeli flag in recognition of Israeli Independence Day. The Mayor closed the public comment period at 7:05 p.m.

## CONSENT CALENDAR

2. Motion to Accept the Minutes from the November 10, 2021 Special Meeting.
3. Motion to Accept the Minutes from the November 10, 2021 Regular Meeting.
4. Motion to Approve Report of Checks Paid for November 2021.
5. Motion to Reconfirm Findings and Determinations Under Resolution No. 2021-33 and Assembly Bill 361 for the Continuation of Virtual Meetings.
6. Motion Approving and Accepting the Development Impact Fee Report for Fiscal Year Ending June 30, 2021.
7. Motion Accepting the Fiscal Year 2020-21 Annual Investment Report Through June 30, 2021.
8. Motion to Adopt a Resolution Amending Colma Administrative Code Subchapter 1.15, Relating to an Environmentally Preferable & Recovered Waste Organic Product Procurement Policy.

**Action:** Council Member del Rosario moved to approve the consent calendar items #2 through 8; 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**

**9. MEMORANDUMS OF UNDERSTANDING AND COST OF LIVING INCREASES**

City Manager Brian Dossey presented the staff report. Mayor Fiscaro opened the public comment period at 7:16 p.m. and seeing no one request to speak she closed the public comment period. Council discussion followed.

**Action:** Council Member Goodwin moved to Adopt a Resolution Approving Memorandum of Understanding Between the Town of Colma and the Colma Peace Officers Association for the Period of December 26, 2021 to June 30, 2024; 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			

**Action:** Council Member del Rosario moved to Adopt a Resolution Approving Memorandum of Understanding Between the Town of Colma and the Colma Police Communication/Records Association for the Period of December 26, 2021 to June 30, 2024; 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			

**Action:** Council Member del Rosario moved to Adopt a Resolution Approving Cost of Living Salary Increases for Certain Unrepresented Employees and Modifying the Town’s Salary Schedule; 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			

**Action:** Vice Mayor Gonzalez moved to Adopt a Resolution Amending Colma Administrative Code Subchapter 3.01 Through 3.05, and Subchapter 4.04, Relating to Various Employment-Related Policies and Financial Management; 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			

10. **COUNCIL OF CITIES AND CITY SELECTION COMMITTEE**

City Clerk Caitlin Corley presented the staff report. Mayor Fiscaro opened the public comment period at 7:22 p.m. and seeing no one request to speak, the mayor closed the public comment period. Council discussion followed.

**Action:** Council Member Colvin moved to Confirm Designation of the Mayor as the Voting Member for the Council of Cities, Designating the Alternate Voting Member as the Vice Mayor and Each Council Member in Order of Seniority, and Giving the Voting Member Discretion on any and all Matters to be Considered; 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			

11. **CITY COUNCIL COMMITTEE ASSIGNMENTS FOR 2022**

City Clerk Caitlin Corley 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. Below is the list of 2022 Committee Assignments that the Council discussed and agreed on:

<b>Committee Name</b>	<b>Primary</b>	<b>Secondary</b>
<a href="#">Association of Bay Area Governments (ABAG)</a> (GENERAL ASSEMBLY MEETS TWICE PER YEAR APRIL & OCTOBER)	del Rosario	Gonzalez
<a href="#">California Cities Gaming Authority</a> (MEETS 3 <sup>RD</sup> WEDNESDAY, 10:00AM)	Fiscaro	Gonzalez
<a href="#">City/County Association of Governments (C/CAG)</a> (MEETS 2 <sup>ND</sup> THURSDAY OF THE MONTH, 7:00PM)	Goodwin	Colvin
<a href="#">C/CAG Legislative Committee</a> (MEETS 2 <sup>ND</sup> THURSDAYS AT 5:00PM)	Goodwin	
<a href="#">Colma Creek Flood District</a> (MEETS QUARTERLY, 2 <sup>ND</sup> TUESDAY @ 3:00PM IN MARCH, JUNE, SEPTEMBER AND DECEMBER AT CITY HALL, SOUTH SAN FRANCISCO)	Fiscaro	
<a href="#">Emergency Services Council</a> (MEETS QUARTERLY, 3 <sup>RD</sup> THURSDAY at 5:30PM IN JANUARY, APRIL, JUNE & SEPTEMBER, AT THE HALL OF JUSTICE, JURY ASSEMBLY ROOM IN REDWOOD CITY)	Colvin	del Rosario
<a href="#">Peninsula Clean Energy Board of Directors</a> (MEETS 4 <sup>TH</sup> THURSDAY, 6:30PM AT THE COUNTY OFFICE OF EDUCATION BUILDING IN REDWOOD CITY)	Gonzalez	del Rosario
<a href="#">Peninsula Traffic Congestion Relief Alliance - "Commute.org" Board of Directors</a> (6 X A YEAR, THURSDAY MORNINGS)	Gonzalez	Colvin
<a href="#">San Francisco International Airport Community Roundtable</a> (MEETS 1 <sup>ST</sup> WEDNESDAY, 7:00PM AT MILLBRAE CITY HALL)	Goodwin	del Rosario
<a href="#">San Mateo County Council of Cities</a> (MONTHLY DINNER AND MEETING)	Fiscaro	Gonzalez

**Action:** Council Member Goodwin moved to Approve Committee Assignments for 2022 and Grant to the Appointee Discretion in Voting on Matters Brought Before the Committee; 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			

**12. 2024 GENERAL PLAN UPDATE – DRAFT ENVIRONMENTAL IMPACT REPORT**

City Planner Farhad Mortazavi presented the staff report. Mayor Fiscaro opened the public comment period at 7:42 p.m. and seeing no one come forward to speak, she closed the public comment period. Council discussion followed.

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

**COUNCIL CALENDARING**

The Regular Meeting on Wednesday, December 22, 2021 will be cancelled.

The next Regular Meeting will be on Wednesday, January 12, 2022 at 7:00pm and it will be held remotely.

**REPORTS**

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

- The Breakfast with Santa event and Stuff the Cruiser toy drive were held on December 4 and were great successes.
- The Town received \$1.8 million Measure W grant for El Camino Real Bicycle and Pedestrian Improvement Project.
- The Council of Cities Dinner will be held on December 17 at the Colma Fire House.
- Candy Cane Day will be on Saturday, December 18. Colma Fire and Colma Police will be collecting toys and handing out candy canes throughout Town.

**ADJOURNMENT AND CLOSE IN MEMORY**

Mayor Fiscaro adjourned the meeting at 8:07 p.m. in memory of Patricia Hatfield, beloved longtime resident and Colma Historian. Pat played an essential role in establishing the Colma Historical Association, as one of it's co-founders and president for over 20 years. Even after her retirement as president, Pat was an active member of the CHA and a docent at the museum for several years. She was devoted to preserving the history of Colma and making the fascinating and important story of Colma available, not just to our community, but to the whole world. Pat would happily speak with anyone who wanted to learn more about our interesting little Town, she appeared in many news articles and shows, and was a producer of the Town's own 90<sup>th</sup> Anniversary documentary. Pat was very active in the recreation department and a fixture at Council Meetings for many years. She truly loved

this Town and spent her life making it better. Her passing is a great loss for Colma and she will be deeply missed.

Respectfully submitted,

Caitlin Corley  
City Clerk