



**AGENDA
REGULAR MEETING
CITY COUNCIL OF THE TOWN OF COLMA
Wednesday, October 11 2023
7:00 PM**

The City Council meeting will be held in person in the Council Chambers as detailed below. As a courtesy and technology permitting, the meeting will also be held virtually via Zoom Video Conference. However, the Town cannot guarantee that the public's access to the Zoom virtual platform will be uninterrupted, and technical difficulties may occur from time to time. In those instances, so long as the public may still attend the meeting in person, the meeting will continue.

To attend the meeting in person:

Town Hall, Council Chamber, 1198 El Camino Real, Colma CA 94014

To participate in the meeting via Zoom Video Conference:

Join Zoom Meeting:

<https://us02web.zoom.us/j/81289976261>

Passcode: 074407

Meeting ID: 812 8997 6261

Dial by your location:

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

To provide Public Comment in person:

Members of the public wishing to speak are requested to complete a yellow speaker card and submit it to the City Clerk. Comments should be kept to three minutes or less.

To provide Public Comment via Zoom Video Conference:

Live verbal public comments may be made by requesting to speak using the "raise hand" feature in Zoom or, if calling in by phone, by pressing *9 on the telephone keypad prior to the consent calendar being heard, or prior to the close of the public comment period for agenda items or non-agenda items. In response, the Town will unmute the speaker and allow them to speak up to three minutes.

To provide Public Comment in writing:

Members of the public may provide written comments by email to the City Clerk at ccorley@colma.ca.gov before the meeting. Emailed comments should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda. The length of the emailed comment should be commensurate with the three minutes customarily allowed for verbal comments, which is approximately 250-300 words.

As a reminder, the Town cannot guarantee that the public's access to the Zoom virtual platform will be uninterrupted, and technical difficulties may occur from time to time. Therefore, if you want to ensure you are able to attend the meeting and/or make public comment, you may wish to attend in person.

PLEDGE OF ALLEGIANCE AND ROLL CALL

ADOPTION OF AGENDA

PRESENTATION

- Italian Flag Raising Recognition
- Proclamation in honor of the 20th Anniversary of ALLICE Kumares and Kumpares
- Proclamation in honor of Domestic Violence Awareness Month

PUBLIC COMMENTS

Comments on the Consent Calendar and Non-Agenda Items will be heard at this time.
Comments on Agenda Items will be heard when the item is called.

CONSENT CALENDAR

1. Motion to Accept the Minutes from the September 27, 2023 Regular Meeting.
2. Motion to Approve Report of Checks Paid for September 2023.
3. Motion to Accept Informational Report on Recreation Department Programs, Activities, Events, and Trips for the Third Quarter of 2023.

REPORTS

Mayor/City Council

City Manager

ADJOURNMENT

The City Council Meeting Agenda Packet and supporting documents are available for review on the Town's website www.colma.ca.gov or at Colma Town Hall, 1198 El Camino Real, Colma, CA. Persons interested in obtaining an agenda via e-mail should call 650-997-8300 or email a request to citymanager@colma.ca.gov.

Reasonable Accommodation

Upon request, this publication will be made available in appropriate alternative formats to persons with disabilities, as required by the Americans with Disabilities Act of 1990. Any person with a disability, who requires a modification or accommodation to view the agenda, should direct such a request to Pak Lin, ADA Coordinator, at 650-997-8300 or pak.lin@colma.ca.gov. Please allow two business days for your request to be processed.

**MINUTES
REGULAR MEETING**

City Council of the Town of Colma
Town Hall Council Chamber
1198 El Camino Real, Colma CA
Also Accessible via Zoom.us
Wednesday, September 27, 2023
7:00 PM

PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor del Rosario called the meeting to order at 7:02 p.m.

Council Present – Mayor Joanne F. del Rosario, Vice Mayor John Irish Goodwin, Council Members Ken Gonzalez, Carrie Slaughter and Helen Fisicaro were all present.

Staff Present – City Manager Daniel Barros, City Attorney Christopher Diaz, Police Chief John Munsey, Administrative Services Director Pak Lin, City Planner Farhad Mortazavi, Director of Public Works and Planning Brad Donohue, City Clerk Caitlin Corley and Administrative Technician III Abigail Dometita were in attendance.

The Mayor announced, “Regarding Public Comment: Members of the public who are here in person are requested to complete a yellow speaker card and submit it to the City Clerk. Those of you on Zoom may make public comments by using the “raise hand” feature in Zoom or, if calling in by phone, by pressing *9 on the telephone keypad. The City Clerk will unmute your microphone and allow you to speak. Comments should be kept to three minutes or less.”

ADOPTION OF THE AGENDA

Mayor del Rosario 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 Goodwin moved to adopt the agenda; the motion was seconded Council Member Fisicaro by and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
	5	0			

PUBLIC COMMENTS

Mayor del Rosario opened the public comment period at 7:04 p.m. and seeing no one request to speak, she closed the public comment period.

CONSENT CALENDAR

1. Motion to Accept the Minutes from the September 13, 2023 Special Meeting.
2. Motion to Accept the Minutes from the September 13, 2023 Regular Meeting.
3. Motion Approving the Town’s Response to the Grand Jury Report Dated July 10, 2023, Titled “Bike Safety In San Mateo County: Making Bicycling Safer In The County” Pursuant To CEQA Guideline 15378.

Action: Council Member Fiscaro moved to approve the consent calendar items #1 through 3; the motion was seconded by Council Member Slaughter and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fiscaro	✓				
	5	0			

NEW BUSINESS

4. FY 2023-24 NON-PROFIT FUNDING

Administrative Technician Abigail Dometita presented the staff report. Mayor del Rosario opened the public comment period at 7:12 p.m. She announced that the following grant applicants submitted written comments:

- Ability Path
- CORA
- San Bruno Mountain Watch
- Sustainable San Mateo County

The following people made comments:

- Teresa Proaño, Board of Directors, Daly City Public Library Associates
- Jordy Pascual, Jobs for Youth Manager
- Felicia Leong, Chief Executive Officer, Colma Daly City Chamber of Commerce
- Marcelle Valdez, Asian American Recovery Services Sister to Sister Planner
- Laura Fanucchi, Director of Programs, Hip Housing
- Lauren Kitchen, Treasurer of South San Francisco Education Foundation
- Cherie Colin, Skyline College
- Amanda Anthony, Renaissance Entrepreneurship Center
- Jacob Stone, LifeMoves

The Mayor closed the public comment period at 7:41 p.m. Vice Mayor Goodwin disclosed that he is a member of the Silicon Valley Bicycle Coalition. Council discussion followed.

Council made several changes to the staff recommended funding amounts, which are marked in red below:

Grantee Name	FY 2023-24 Grantee Request	FY 2023-24 Staff Proposed Grant Amount	FY 2023-24 Approved Funding
AbilityPath (Community Gatepath)	\$ 7,500	\$ 6,500	\$ 6,500
Asian American Recovery Services (HealthRIGHT 360)	\$ 2,500	\$ 2,000	\$ 2,500
Clinic by the Bay	\$ 8,000	\$ 4,000	\$ 5,000
Colma Daly City Chamber of Commerce	\$ 60,000	\$ 30,000	\$ 37,500
Community Overcoming Relationship Abuse (CORA)	\$ 10,000	\$ 7,000	\$ 7,000
Daly City Public Library Associates	\$ 5,220	\$ 5,220	\$ 5,220
Daly City Youth Health Center	\$ 10,000	\$ 6,000	\$ 6,000
Human Investment Project, Inc. (HIP Housing)	\$ 5,000	\$ 5,000	\$ 5,000
JUHSD Wilderness Program (CEEP)	\$ 11,000	\$ 4,000	\$ 4,000
LifeMoves	\$ 5,000	\$ 4,000	\$ 5,000
Ombudsman Services SMC	\$ 2,500	\$ 2,500	\$ 2,500
Operation Santa Claus	\$ 2,000	\$ 1,500	\$ 2,000
Renaissance Entrepreneurship Center	\$ 5,000	\$ 3,500	\$ 3,500
San Bruno Mountain Watch	\$ 3,000	\$ 2,500	\$ 2,500
San Mateo County Jobs for Youth	\$ 4,000	\$ 4,000	\$ 4,000
Silicon Valley Bicycle Coalition	\$ 3,500	\$ 3,500	\$ 3,500
Sitike Counseling Center	\$ 7,500	\$ 6,500	\$ 6,500
Skyline College (SMC Community College District)	\$ 5,000	\$ 4,000	\$ 4,000
South San Francisco Education Foundation	\$ 13,200	\$ 5,000	\$ 5,500
Sustainable San Mateo County	\$ 5,000	\$ 1,000	\$ 1,000
Totals	\$ 174,920	\$ 107,720	\$ 118,720

Action: Council Member Fiscaro moved to Adopt a Resolution Determining Eligibility for Grant Funding, Approving Grants to Eligible Organizations, Finding That Each Approved Grant Serves a Public Purpose, and Authorizing Contracts with Each Eligible Organization for the Use of Town Funds, Pursuant to CEQA Guideline 15378; 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	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
	5	0			

5. **F STREET WALL MURAL ARTIST SELECTION**

City Manager Daniel Barros presented the staff report and introduced artist Julie Engelmann to present her concept for the F Street Wall Mural. The Mayor opened the public comment period at 8:32 p.m. Community member Teresa Proaño, F Street Wall Mural Artist Selection Committee members Vicotria Magbilang, Maureen O’Connor, and Yvette Cortes made comments. The Mayor closed the public comment period at 8:36 p.m. Council discussion followed.

Action: Mayor del Rosario moved Adopt a Resolution Approving and Authorizing the City Manager to Execute an Agreement with Julie Englemann, Doing Business as Art by Jul, for the Design and Construction of a Mural for the F Street Wall Mural Located at the Base of F Street Near its Intersection with El Camino Real Pursuant to CEQA Guideline 15301; and 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	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
	5	0			

PUBLIC HEARING

6. **SERRAMONTE KIA – AMENDED CONDITIONAL USE PERMIT AND DESIGN REVIEW**

Director of Public Works and Planning Brad Donohue introduced Senior Planner Gina Paolini to present the staff report. The Mayor opened the public hearing at 9:04 p.m. and seeing no one request to speak, she closed the public hearing. Council discussion followed.

Action: Vice Mayor Goodwin moved Adopt a Resolution Approving an Amended Conditional Use Permit and Granting an Exception to the Spanish Mediterranean Design Review Overlay to Allow for a New Service Center to an Existing Auto Dealership Located at 600 Serramonte Boulevard - APN: 008-392-140, Pursuant to CEQA Guideline Section 15332; and the motion was seconded by Council Member Fisicaro and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
	5	0			

COUNCIL CALENDARING

There will be a Special Meeting for the Raising of the Italian Flag in recognition of Italian Heritage Month on Wednesday, October 11, 2023 at 11:00am at the Colma Community Center.

The next Regular Meeting will be on Wednesday, October 11, 2023 at 7:00pm at Town Hall.

REPORTS

City Manager Daniel Barros gave an update on the following topics:

- The resurfacing of Town facility parking lots is underway. The Police Department and Creekside Villas was completed today.
- There will be a Parol Lantern Workshop on Friday, September 29, 2023.
- The first Cinema in the Cemetery Event will be on Saturday, September 30, 2023.

ADJOURNMENT AND CLOSE IN MEMORY

Mayor del Rosario adjourned the meeting at 9:20 p.m. in memory of Harold Dwight Berger and Scott Miller, residents at Veterans Village; and Robert Keropian, the first principal at El Camino High School and very active community member.

Respectfully submitted,

Caitlin Corley
City Clerk



apCkHist
10/04/2023 9:12PM

Check History Listing
Town of Colma

Bank code: first

Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
57178	09/05/2023	00623 ARAMARK			5180241828	08/21/2023	15.90	
					5180244456	08/28/2023	15.90	31.80
57179	09/05/2023	00002 AT&T			08/18/2023	08/18/2023	75.50	75.50
57180	09/05/2023	03436 CSM AIRPORT COMMUNIT			FY 2023-2024	08/23/2023	1,500.00	1,500.00
57181	09/05/2023	02935 EMCOR SERVICES-MESA E			940016378	08/21/2023	2,735.00	2,735.00
57182	09/05/2023	03177 FUNFLICKS SF BAY AREA			18596243	08/24/2023	621.98	621.98
57183	09/05/2023	02499 GE CAPITAL INFORMATION			107549026	08/18/2023	513.17	513.17
57184	09/05/2023	02803 GYMDOC, INC.			00146361	08/29/2023	150.00	150.00
57185	09/05/2023	00280 ODP BUSINESS SOLUTION			324775504001	08/25/2023	44.61	
					325033928001	08/25/2023	21.61	66.22
57186	09/05/2023	00307 PACIFIC GAS & ELECTRIC			0678090639-9 18Aug23	08/18/2023	88.66	
					9593452526-2 18Aug23	08/18/2023	36.11	124.77
57187	09/05/2023	03642 QUIET RIVER LAND SERVI			3292	08/29/2023	12,000.00	12,000.00
57188	09/05/2023	02670 RALPH ANDERSEN & ASSC			INV-04405	08/25/2023	7,375.00	7,375.00
57189	09/05/2023	03479 ROBERT HALF INTERNATI			62490833	08/30/2023	2,818.08	2,818.08
57190	09/08/2023	01340 NAVIA BENEFIT SOLUTION			09082023 B	09/08/2023	1,265.88	1,265.88
57191	09/08/2023	01375 NATIONWIDE RETIREMEN			09082023 B	09/08/2023	6,001.81	
					09082023 M	09/08/2023	2,100.00	8,101.81
57192	09/08/2023	02944 ASSOCIATION OF CALIFOF			09082023 B	09/08/2023	45.00	45.00
57193	09/08/2023	02945 PORAC LEGAL DEFENSE F			09082023 B	09/08/2023	168.00	168.00
57194	09/12/2023	03267 ACC BUSINESS			232237314	08/27/2023	679.66	679.66
57195	09/12/2023	00013 ANDY'S WHEELS & TIRES			STMT 08/31/2023	08/31/2023	90.78	90.78
57196	09/12/2023	00623 ARAMARK			5180247002	09/04/2023	15.90	
					5180244449	08/28/2023	15.90	

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Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
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					5180247008	09/04/2023	7.00	70.60
57197	09/12/2023	00020 ASSOCIATED SERVICES IN			123090024	09/01/2023	40.00	
					123090023	09/01/2023	9.00	49.00
57198	09/12/2023	01643 HELEN AUSTRIA			2002629.003	09/06/2023	300.00	300.00
57199	09/12/2023	01565 BAY CONTRACT MAINTEN/			30453	08/30/2023	480.00	480.00
57200	09/12/2023	01929 CALIFORNIA PARK & RECR			08/24/23	08/24/2023	145.00	145.00
57201	09/12/2023	00057 CINTAS CORPORATION #2			4166372049	08/31/2023	202.19	202.19
57202	09/12/2023	00087 CITY OF DALY CITY			AR264908	08/30/2023	211.77	211.77
57203	09/12/2023	00093 CITY OF SOUTH SAN FRAN			519469	06/30/2023	25,338.25	25,338.25
57204	09/12/2023	03411 CLEAN WORLD GREASE TI			03971	08/28/2023	125.00	125.00
57205	09/12/2023	01037 COMCAST CABLE			09/01-09/30 XFINITY	08/26/2023	15,641.96	
					8/25-9/24 427 F St	08/20/2023	246.72	
					08/25-09/24 Internet	08/20/2023	246.72	
					8/27-9/26 XFINITY	08/17/2023	10.94	16,146.34
57206	09/12/2023	00649 DAVEY TREE EXPERT COM			917938947	08/23/2023	4,995.00	
					917949780	08/25/2023	2,280.00	
					917927187	08/18/2023	1,975.00	
					917927186	08/18/2023	1,455.00	10,705.00
57207	09/12/2023	02793 DITO'S MOTORS			28639	08/31/2023	467.25	
					27519	08/31/2023	126.33	593.58
57208	09/12/2023	01367 DUO DANCE ACADEMY			August 2023 Roll	09/01/2023	120.00	120.00
57209	09/12/2023	02935 EMCOR SERVICES-MESA E			940016489	08/30/2023	5,767.00	5,767.00
57210	09/12/2023	02183 EWING IRRIGATION PRODI			20424542	08/24/2023	307.54	307.54
57211	09/12/2023	03535 AILEEN FLORES			2002630.003	09/06/2023	300.00	300.00
57212	09/12/2023	02499 GE CAPITAL INFORMATION			5068035338	09/01/2023	1,632.71	1,632.71

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Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
57213	09/12/2023	02499 GE CAPITAL INFORMATION			107553582	08/21/2023	274.76	
					107557197	08/23/2023	274.76	549.52
57214	09/12/2023	03643 JASON GOMEZ			2002627.003	08/28/2023	30.00	30.00
57215	09/12/2023	03601 HEALTH AND HUMAN RESC			E0301021	09/05/2023	64.80	64.80
57216	09/12/2023	01548 HEART OF SAN MATEO CO			863	09/01/2023	435.00	435.00
57217	09/12/2023	00174 HOME DEPOT CREDIT SEF			08/30/23 CLOSING	08/30/2023	452.91	452.91
57218	09/12/2023	03273 HOME DEPOT PRO, THE			754379915	07/12/2023	340.85	340.85
57219	09/12/2023	00181 IEDA			24281	09/01/2023	1,685.04	1,685.04
57220	09/12/2023	00254 METRO MOBILE COMMUNI			47440	09/01/2023	1,712.96	
					230915	09/01/2023	602.00	2,314.96
57221	09/12/2023	02993 VANESSA MOSQUEDA VEL			Aug 3-Sept 7, 2023	09/08/2023	400.00	400.00
57222	09/12/2023	03444 REGINA MYVETT			2002625.003	08/28/2023	300.00	300.00
57223	09/12/2023	01340 NAVIA BENEFIT SOLUTION			10739525	08/31/2023	200.70	200.70
57224	09/12/2023	03557 O'CONNOR & COMPANY			0623-14	06/30/2023	750.00	750.00
57225	09/12/2023	00280 ODP BUSINESS SOLUTION			329481034001	08/30/2023	55.56	
					328345811001	08/28/2023	26.65	
					328346733001	08/28/2023	24.72	106.93
57226	09/12/2023	00307 PACIFIC GAS & ELECTRIC			0092128195-2 23Aug23	08/23/2023	2,313.77	
					9248309814-8 23Aug23	08/23/2023	359.33	
					0567147369-1 29Aug23	08/29/2023	218.52	
					2039987372-6 23Aug23	08/23/2023	12.19	2,903.81
57227	09/12/2023	03551 QUENCH USA, INC			INV06303810	09/07/2023	262.20	262.20
57228	09/12/2023	02670 RALPH ANDERSEN & ASSC			INV-04383	07/05/2023	22,125.00	22,125.00
57229	09/12/2023	02216 RAMOS OIL CO. INC.			CL037060	08/31/2023	2,109.91	
					CL026909	06/30/2023	1,702.49	
					CL035165	08/20/2023	94.28	3,906.68

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Bank code: first

Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
57230	09/12/2023	01349 RCFFA SMCO MEMORIAL S			23-RCFFA	08/01/2023	400.00	400.00
57231	09/12/2023	03479 ROBERT HALF INTERNATIK			62524653	09/07/2023	2,344.60	2,344.60
57232	09/12/2023	00357 SIERRA DISPLAY, INC.			27246	09/02/2023	7,183.44	
					27255	09/02/2023	5,830.00	13,013.44
57233	09/12/2023	00364 SMC FORENSIC LAB			PS-INV104338	08/31/2023	1,195.00	1,195.00
57234	09/12/2023	01030 STEPFORD, INC.			2301518	08/20/2023	7,891.85	7,891.85
57235	09/12/2023	02443 SUN RIDGE SYSTEMS, INC			7796	08/29/2023	20,087.00	20,087.00
57236	09/12/2023	01079 MARIA TOSCANO			2002626.003	08/28/2023	275.00	275.00
57237	09/12/2023	03015 U.S. BANK CORPORATE PM			08/22/2023	08/22/2023	15,705.30	15,705.30
57238	09/12/2023	02849 6746050100 U.S. BANK PAF			September 2023 OPEB	09/01/2023	101,073.00	101,073.00
57239	09/12/2023	01687 UNITED SITE SERVICES OI			INV-01984048	08/31/2023	168.16	168.16
57240	09/12/2023	03644 LUCIANO VERGARA			2002628.003	08/31/2023	770.00	770.00
57241	09/19/2023	00522 ALAMEDA COUNTY SHERIF			Sept 13-15, 2023	08/24/2023	339.00	339.00
57242	09/19/2023	03646 ARBORPRO, INC			18563	08/30/2023	12,940.00	12,940.00
57243	09/19/2023	00051 CALIFORNIA WATER SERV			08/28/2023 Bill Date	08/28/2023	8,454.83	8,454.83
57244	09/19/2023	00057 CINTAS CORPORATION #2			4167112470	09/07/2023	650.03	
					4165632839	08/24/2023	647.97	
					4167112505	09/07/2023	376.46	
					4165632909	08/24/2023	375.07	
					4167740790	09/14/2023	202.19	2,251.72
57245	09/19/2023	03539 CLARK PEST CONTROL	V	09/19/2023	339500081	09/12/2023	145.00	
			V	09/19/2023	33950077	09/07/2023	135.00	
			V	09/19/2023	33950078	09/13/2023	135.00	
			V	09/19/2023	33950079	09/11/2023	135.00	550.00
57246	09/19/2023	01037 COMCAST CABLE			9/2-10/1/23 INTERNET	08/27/2023	306.72	306.72
57247	09/19/2023	02182 DALY CITY KUMON CENTE			August 2023	09/01/2023	1,350.00	1,350.00

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Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
57248	09/19/2023	02793 DITO'S MOTORS			28706	09/12/2023	89.28	89.28
57249	09/19/2023	02499 GE CAPITAL INFORMATION			107531603	08/11/2023	76.15	76.15
57250	09/19/2023	01442 INTERSTATE GRADING & F			6479	08/15/2023	19,578.00	19,578.00
57251	09/19/2023	03223 JAMES STANDFIELD CATEI			9963 (2)	09/09/2023	8,960.41	8,960.41
57252	09/19/2023	02714 DAWN MARCHETTI			2002632.003	09/11/2023	150.00	150.00
57253	09/19/2023	03009 MUTT MITT			569690	09/11/2023	2,497.27	2,497.27
57254	09/19/2023	02216 RAMOS OIL CO. INC.			CL039792	09/10/2023	1,752.79	1,752.79
57255	09/19/2023	03479 ROBERT HALF INTERNATI			62552868	09/13/2023	2,455.18	2,455.18
57256	09/19/2023	00500 SMC CONTROLLERS OFFI			August 2023	09/05/2023	3,919.00	3,919.00
57257	09/19/2023	00534 SMC INFORMATION SERVI			1YCL12308	08/30/2023	82.25	82.25
57258	09/19/2023	00683 SMC PUBLIC SAFETY COM			CLMA-MSS 24-01	09/12/2023	2,835.25	2,835.25
57259	09/19/2023	00716 SMCPCSA			2023 Appr. Luncheon	09/14/2023	100.00	100.00
57260	09/19/2023	03606 SOLAR LIGHTING INT'L, IN			102733	09/14/2023	1,288.00	1,288.00
57261	09/19/2023	00830 STAPLES BUSINESS CRED			1650686466	08/25/2023	1,160.70	1,160.70
57262	09/19/2023	00411 TURBO DATA SYSTEMS			41007	08/31/2023	1,751.79	1,751.79
57263	09/19/2023	02468 ULINE, INC.			168448988	09/14/2023	1,229.90	1,229.90
57264	09/19/2023	03645 WHITLOCK & WEINBERGE			30237	09/05/2023	248.75	248.75
57265	09/19/2023	03539 CLARK PEST CONTROL			33950081	09/12/2023	145.00	
					33950077	09/07/2023	135.00	
					33950078	09/13/2023	135.00	
					33950079	09/11/2023	135.00	550.00
57266	09/22/2023	00047 C.L.E.A.			09222023 B	09/22/2023	216.00	216.00
57267	09/22/2023	01340 NAVIA BENEFIT SOLUTION			09222023 B	09/22/2023	1,265.88	1,265.88
57268	09/22/2023	01375 NATIONWIDE RETIREMEN			09222023 B	09/22/2023	6,001.81	6,001.81

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Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
57269	09/22/2023	02224 STANDARD INSURANCE C			09222023 B	09/22/2023	438.00	438.00
57270	09/26/2023	00623 ARAMARK			5180250005	09/11/2023	15.90	
					5180250012	09/11/2023	15.90	
					5180252580	09/18/2023	15.90	
					5180252586	09/18/2023	15.90	
					5180252587	09/18/2023	15.90	
					5180250011	09/11/2023	7.00	86.50
57271	09/26/2023	00004 AT&T			000020468585	09/01/2023	38.33	38.33
57272	09/26/2023	03334 LLC AT&T MOBILITY NATIO			287296200335X091023	09/02/2023	3,162.81	3,162.81
57273	09/26/2023	01643 HELEN AUSTRIA			2002636.003	09/21/2023	45.00	45.00
57274	09/26/2023	01565 BAY CONTRACT MAINTEN/			30578	09/11/2023	2,740.50	
					30575	09/11/2023	2,661.35	
					30574	09/11/2023	2,661.35	
					30579	09/11/2023	1,552.45	
					30576	09/11/2023	633.64	
					30580	09/11/2023	221.30	
					30577	09/11/2023	193.34	10,663.93
57275	09/26/2023	01183 BEST BEST & KRIEGER LLF			975317	09/15/2023	21,622.25	
					975315	09/15/2023	2,366.70	
					975316	09/15/2023	514.50	24,503.45
57276	09/26/2023	03647 BWNVT MOTORS LLC			337268	08/21/2023	827.94	827.94
57277	09/26/2023	00093 CITY OF SOUTH SAN FRAN			519458	08/17/2023	264,039.61	
					519474	09/08/2023	6,250.00	270,289.61
57278	09/26/2023	03539 CLARK PEST CONTROL			33950080	09/15/2023	115.00	115.00
57279	09/26/2023	00507 COLMA FIRE PROTECTION			09/18/2023	09/18/2023	450.00	450.00
57280	09/26/2023	02827 CORODATA SHREDDING, II			RS3533349	08/31/2023	100.15	100.15
57281	09/26/2023	00076 COSTCO MEMBERSHIP			Nov 2023	09/20/2023	240.00	240.00
57282	09/26/2023	00649 DAVEY TREE EXPERT COM			917974925	09/04/2023	4,660.00	4,660.00

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Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
57283	09/26/2023	00112 DEPARTMENT OF JUSTICE			680193	09/06/2023	81.00	81.00
57284	09/26/2023	02793 DITO'S MOTORS			28583	08/21/2023	108.71	
					28670	09/06/2023	63.61	172.32
57285	09/26/2023	03515 DAPHNE FERRO			2002635.003	09/18/2023	275.00	275.00
57286	09/26/2023	02499 GE CAPITAL INFORMATION			107611821	09/08/2023	76.15	76.15
57287	09/26/2023	03273 HOME DEPOT PRO, THE			763247327	09/01/2023	902.81	902.81
57288	09/26/2023	01442 INTERSTATE GRADING & F			6481	08/31/2023	3,551.45	3,551.45
57289	09/26/2023	01653 KAISER PERMANENTE MEI			2023.09.09	09/09/2023	119.00	119.00
57290	09/26/2023	00866 HADA LOPEZ			2002634.003	09/18/2023	225.00	225.00
57291	09/26/2023	01531 MONTALBANO INC			33534	09/13/2023	54,871.33	54,871.33
57292	09/26/2023	03061 NICK BARBIERI TRUCKING			CL25479-IN	08/31/2023	482.31	482.31
57293	09/26/2023	00280 ODP BUSINESS SOLUTION			329199252001	09/13/2023	80.62	
					332600894001	09/15/2023	37.31	
					329027009001	09/13/2023	11.10	129.03
57294	09/26/2023	00307 PACIFIC GAS & ELECTRIC			3007220528-6 07Sep23	09/07/2023	4,638.34	
					0576889222-5 07Sep23	09/07/2023	306.26	
					0035222590-8 07Sep23	09/07/2023	31.30	4,975.90
57295	09/26/2023	03609 PAYMENTUS CORPORATIC			INV-15-138661	08/31/2023	27.81	27.81
57296	09/26/2023	03060 PREFERRED ALLIANCE, IN			0189090-IN	08/31/2023	42.00	42.00
57297	09/26/2023	03479 ROBERT HALF INTERNATIK			62572684	09/19/2023	3,132.72	3,132.72
57298	09/26/2023	00349 SEGALE & CERINI INC.			17720	08/31/2023	20,764.00	
					17718	08/31/2023	4,054.00	
					17719	08/31/2023	272.50	25,090.50
57299	09/26/2023	00412 TELECOMMUNICATIONS E			48425	09/10/2023	1,652.50	1,652.50
57300	09/26/2023	02173 THE RADAR SHOP			15075	09/15/2023	936.00	936.00

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Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
57301	09/26/2023	02849 6746050100 U.S. BANK PAF			October 2023 OPEB	10/01/2023	101,073.00	101,073.00
57302	09/26/2023	01238 MARTA VEGA			2002633.003	09/18/2023	300.00	300.00
57303	09/26/2023	02946 AMANDA VELASQUEZ			Sept 11-14 EE REIMB	09/19/2023	468.98	468.98
57304	09/26/2023	02480 MARYANN ZAPANTA			2002617.003	08/17/2023	25.00	25.00
94952	09/08/2023	00130 EMPLOYMENT DEVELOPM			09082023 M	09/08/2023	150.00	150.00
94953	09/08/2023	00521 UNITED STATES TREASUR			09082023 M	09/08/2023	1,262.15	1,262.15
94954	09/08/2023	00631 P.E.R.S.			09082023 M	09/08/2023	854.22	854.22
94955	09/08/2023	01360 MISSIONSQUARE RETIREM			09082023 M	09/08/2023	493.26	493.26
94956	09/08/2023	00282 CALIFORNIA PUBLIC EMPL			09082023 M	09/08/2023	4,797.14	4,797.14
94957	09/08/2023	00130 EMPLOYMENT DEVELOPM			09082023 B	09/08/2023	14,776.43	14,776.43
94958	09/08/2023	00521 UNITED STATES TREASUR			09082023 B	09/08/2023	66,996.26	66,996.26
94959	09/08/2023	00282 CALIFORNIA PUBLIC EMPL			09082023 B	09/08/2023	72,450.99	72,450.99
94960	09/08/2023	00631 P.E.R.S.			09082023 B	09/08/2023	53,528.98	53,528.98
94961	09/08/2023	01360 MISSIONSQUARE RETIREM			09082023 B	09/08/2023	5,606.65	5,606.65
94962	09/08/2023	00068 COLMA PEACE OFFICER'S			09082023 B	09/08/2023	652.14	652.14
94966	09/22/2023	00130 EMPLOYMENT DEVELOPM			09222023 B	09/22/2023	15,262.25	15,262.25
94967	09/22/2023	00521 UNITED STATES TREASUR			09222023 B	09/22/2023	69,929.28	69,929.28
94968	09/22/2023	00631 P.E.R.S.			09222023 B	09/22/2023	52,686.13	52,686.13
94969	09/22/2023	01360 MISSIONSQUARE RETIREM			09222023 B	09/22/2023	5,891.26	5,891.26
94970	09/22/2023	00068 COLMA PEACE OFFICER'S			09222023 B	09/22/2023	652.14	652.14
120053	09/05/2023	00282 CALIFORNIA PUBLIC EMPL			100000017257533	08/14/2023	6,946.28	6,946.28
120055	09/01/2023	03616 FLEXIBLE BENEFIT ADMIN			Sep2023HRA	09/01/2023	56,877.10	56,877.10
120057	09/28/2023	03616 FLEXIBLE BENEFIT ADMIN			Oct2023HRA	10/01/2023	59,063.72	59,063.72

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<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Status</u>	<u>Clear/Void Date</u>	<u>Invoice</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
							first Total:	<u>1,386,115.97</u>
146 checks in this report							Total Checks:	<u>1,386,115.97</u>





STAFF REPORT

TO: Mayor and Members of the City Council
 FROM: Angelika Abellana, Recreation Manager
 VIA: Brian Dossey, City Manager
 MEETING DATE: October 11, 2023
 SUBJECT: Recreation Services Department Quarterly Review, July - September 2023

RECOMMENDATION

Staff recommends that the City Council adopt:

MOTION TO ACCEPT INFORMATIONAL REPORT ON RECREATION DEPARTMENT
 PROGRAMS, ACTIVITIES, EVENTS, AND TRIPS FOR THE THIRD QUARTER OF 2023.

EXECUTIVE SUMMARY

In the third quarter of 2023, a total of 3,031 participants attended 64 programs. This represents an increase of 615 participants from the third quarter of 2022. Staff attribute the increase in participants for Summer Day Camp, Early/Afternoon Care and increase in participation of senior trips and events like the BBQ at Creekside.

Staff estimates that 32 percent of the population had a current Colma I.D. during the third quarter of 2023.

There was a total of 56 rentals, which is an increase of 9 rental from the third quarter of 2022.

BACKGROUND

Participation

The Recreation Services Department offered programs, activities, events, and trips for all age groups during the past quarter. Below is a summary of participation levels by demographic:

- A total of 133 adults and seniors participated in enrichment programs. This represents an increase of 31 participants from the third quarter of 2022. Staff attributes the increase in participation to increase of interest of Friday Films and Armchair program, and Zumba fitness class.

- A total of 214 adults and seniors participated in trips and events. This represents a increase of 61 participants from the third quarter of 2022. Staff attributes the increase in participation due to the increase in Senior Luncheon and senior trips like Filoli Gardens.
- A total of 1,302 youth and teens participated in Enrichment Programs. This represents an increase of 488 participants from the third quarter of 2022. Staff attributes the increase due to the participation of in-person Summer Camp Early and Afternoon Care and interest in Lego Camp.
- A total of 114 youths and teens participated in events and trips. This represents an decrease of 10 participants from the third quarter of 2022. Staff attributes the decrease due to the decrease of number of day camp field trips in July and August.
- A total of 1,268 youth, adults and seniors participated in Community Programs. This represents an increase of 45 participants from the third quarter of 2022. Staff attributes the increase to the participation of family programs such as Parol Lantern Workshop, Grandparents Day Celebration and the Monterey Bay Aquarium trip.

The attachment contains a detailed breakdown of participation by program.

Rental Activity

The Colma Community Center was rented for 46 different events:

- Resident Rental (18 social, 1 meeting)
- Colma Non-Profit (1 fundraiser)
- Non-Resident Rental (2 social, 1 funeral)
- Non-Resident Nonprofit (4 meeting)
- Non-Resident Nonprofit, kitchen only (19 reservations)
- In House Reservations (1 blood drive)

The Sterling Park Recreation Center was rented for 10 different events:

- Sterling Park Resident Rental Reservations (10 social events)

ATTACHMENTS

- A. 2023 Recreation Services Department Quarterly Review – Participation Detail

Recreation Services Department Quarterly Review
July - September 2023
Participation Detail

Adult/Senior Enrichment Programs

Program	Registered	Sessions	New or Existing Program
Armchair Travel	21	2	Existing
Boot Camp Fitness	6	1	Existing
Chair Yoga	8	1	Existing
Colma Ladies Social	22	3	Existing
Friday Films	25	3	Existing
Let's Get Crafty	Cancelled	3	Existing
Zumba	20	1	Existing
Zumba Gold	11	1	Existing
Zumba Tuesday	20	1	Existing

Adult & Senior Trips & Events

Program	Registered	Sessions	New or Existing Program
BBQ at Creekside	30	1	<i>NEW</i>
Breakfast and Bingo	31	2	Existing
Color Me Mine	Cancelled	1	Existing
Cops and Lox	13	1	<i>NEW</i>
Filoli Trip	20	1	<i>NEW</i>
Senior Luncheon	92	3	Existing
Veterans Village Colma ID Day	28	1	Existing

Youth & Teen Enrichment Programs

Program	Registered	Sessions	New or Existing Program
Adventure in STEM with LEGO	8	1	<i>NEW</i>
Duo Dance - Ballet – Any Level	1	1	Existing
Duo Dance – Combo	0	1	Existing
Duo Dance – Hip Hop	0	1	Existing
Duo Dance – Intro to Latin Session 2	0	1	<i>NEW</i>
Duo Dance – Intro to Tap Session 2	0	1	<i>NEW</i>
Duo Dance – Lyrical – Any Level	1	1	Existing
Duo Dance - Pop Tots Session 2	0	1	<i>NEW</i>
Duo Dance – Pop Tweens – Session 2	0	1	<i>NEW</i>
Duo Dance – Tap I Session 2	0	1	<i>NEW</i>
Kids' Club Afterschool Program	10	3	Existing
Kumon Math Tutoring	12	3	Existing
Kumon Reading Tutoring	15	3	Existing
Leaders in Training - Summer	7	1	Existing
Open Teen Center	Cancelled	1	Existing
Parents Night Out	16	3	Existing
Summer Day Camp	216	6	Existing
Summer Day Camp – Afternoon Care	299	6	Existing

Summer Day Camp – Early Morning Care	517	6	Existing
Summer Food Program	200	1	Existing
Tae Kwon Do	Cancelled	3	Existing
Vibo Beginning Piano	Cancelled	1	Existing
Vibo Guitar Workshop	Cancelled	1	Existing

Youth and Teen Events & Trips

Program	Registered	Sessions	New or Existing Program
Adventure Playground Day Camp Trip	32	1	Existing
Bay Area Discovery Museum	30	1	NEW
Cops and Kids	15	1	NEW
Dessert and Arts & Crafts	7	2	Existing
Great America – Teen Trip	Cancelled	1	NEW
Open Teen Center	Cancelled	1	Existing
Palo Alto Junior Museum & Zoo	30	1	NEW
Queen of Colma Tea Party	Cancelled	1	Existing
Sand Box VR – Teen Trip	Cancelled	1	Existing
SF Giants Game – Teen Trip	Cancelled	1	NEW
Sign Hill Park – Teen Trip	Cancelled	1	Existing
Top Golf – Teen Trip	Cancelled	1	Existing

Community Programs

Program	Registered	Sessions	New or Existing Program
2 nd Harvest Food Pantry Delivery	62	1	Existing
CAPE	11	2	Existing
Cinema at the Cemetery	300	1	Existing
Cirque De Soleil - Corteo	29	1	NEW
Colma Community Fair	400	1	Existing
Family Bowling Night	Cancelled	1	Existing
Grandparents Day Celebration	15	1	Existing
Learning Wheels for ALL!	12	2	NEW
Monterey Bay Aquarium	26	1	NEW
Multi-Cultural Craft Night	5	1	NEW
Parol Lantern Workshop	33	1	Existing
Summer Concerts	140	3	Existing
Town Picnic	235	1	Existing