



BOARD OF POLICE COMMISSIONERS

Broadmoor Police Protection District

Minutes of: April 10, 2018

The meeting was called to order at 7:02 PM, by Commissioner Connolly.

PRESENT:

Commissioners: Mike Connolly, Joe Sheridan, Ralph Hutchens, Chief Stellini and concerned citizens.

Pledge of Allegiance.

MINUTES:

The minutes of the March 13, 2018, commission meeting were approved as corrected. Motion by: Commissioner Sheridan, 2nd by Commissioner Connolly – unanimously approved.

- Mosquito Velor was corrected to Mosquito Vector on page 3

PUBLIC COMMENTS:

- None

TREASURER'S REPORT:

March 2018

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$64,401.83	\$17,240.32

- Motion by: Commissioner Connolly, 2nd by: Commissioner Sheridan to approve the warrants and deposits. Treasurer's report was unanimously approved.

CHIEF OF POLICE REPORT:

For the month of March:

<u>INCIDENTS</u>	<u>MILES</u>
740	1,980
<u>CALLS FOR SERVICE</u>	<u>RESERVE HOURS</u>
535	355.5

- Easter celebration
- On Feb 28th, I met at the San Mateo County Crime Lab to meet with the investigative team to review the evidence for shootings that happened on Hillside.
- On March 5th I attended the CWI meeting in Pacifica
- On March 7th, Association Meeting
- On March 20th we had a swearing in ceremony for Jimmy Nguyen and Gabe Carriel. Both of these officers have moved into phase 2.
- On March 22nd, I attended the NTF Meeting
- On March 27, I attended the Human Trafficking meeting
- On March 29th I had a conference call with CORA
- Crime report will be complete at the end of April
- YouTube shooting- Corporal Yanga, Officer Segali and a Reserve officer responded. Det. Daniele and I patrolled the District.
- Traffic concerns:
 - A letter was sent re: traffic on Beechwood; our officers aren't seeing any issues
 - Stop sign @ Stoneyford and 87th Street
 - Mobile homes on 87th
 - Sweetwood and Washington intersection, cars are also not stopping there
 - Signs will be put up on 87th for 24 hour parking only
- Grand Jury letter correction for Commissioner's signatures

CORRESPONDENCE:

- None

OLD BUSINESS:

- None

NEW BUSINESS:

- None

RESOLUTIONS:

- None

FIRE COMMISSIONERS REPORT:

- Nothing to report
- Next meeting will be held on April 17, 2018

LAFCO REPORT:

- Meeting held on May 16, 2018
- Nothing occurred regarding Broadmoor
- Opening on the Commission as an Alternate Public Member, Applications are due by April 16th. Interviews will held April 17th-May 16th
- Special meeting will be held on April 18, 2018 regarding the budget
- Next regular scheduled meeting will be held on April 16, 2018

SPECIAL DISTRICTS REPORT

- Nothing to report
- Next meeting is on May 1, 2018

NOTICE OF ADJOURNMENT:

- None

GOOD OF THE ORDER:

- None

CLOSED SESSION:

- 4850 Review held until next meeting in May 8, 2018

ADJOURNMENT:

The meeting adjourned at 7:27 PM. The next meeting is scheduled for Tuesday, May 8, 2018, at 7:00 PM.

Respectfully submitted,

Joe Sheridan
Board Secretary



BOARD OF POLICE COMMISSIONERS

Broadmoor Police Protection District

Minutes of: August 14, 2018

The meeting was called to order at 7:06 PM, by Commissioner Connolly.

PRESENT:

Commissioners: Mike Connolly, Joe Sheridan, Ralph Hutchens, Chief Stellini and concerned citizens are in attendance.

Pledge of Allegiance.

MINUTES:

The minutes of the July 10, 2018, commission meeting were approved.

Motion by: Commissioner Connolly, 2nd by Commissioner Sheridan – unanimously approved.

The minutes of the special meeting held on July 19, 2018, regarding the final reading of the budget were approved.

Motion by: Commissioner Connolly, 2nd by Commissioner Hutchens – unanimously approved.

PUBLIC COMMENTS:

- Steven Fernandez -Sullivan Ave.
 - Concerned with how many tickets have been issued within the last month. He received 3 tickets within a 2 week timeframe.
 - Commissioner Connolly will have Chief Stellini look into the reasons why residents are being ticketed for curbing wheels.
 - Commission Sheridan explained the appeal process via TurboData

TREASURER'S REPORT:

August 2018

WARRANTS
\$64,890.03

DEPOSITS
\$46,434.84

- Motion by: Commissioner Sheridan, 2nd by: Commissioner Hutchens to approve the warrants and deposits for August 2018. Treasurer's report was unanimously approved.

CHIEF OF POLICE REPORT:

For the month of July:

- Vacation Hours: 730
- Comp-Time Hours: 157
- Sick Days: 90

INCIDENTS

624

MILES

N/A

CALLS FOR SERVICE

596

RESERVE HOURS

254.5

July Events:

- Chief attended his regular monthly meetings, North County Chiefs, County-Wide Chiefs and Association Chiefs meetings.
- On July 30th, a recruit candidate, Jason Payne started the academy in Alameda County
- Marie Brizuela requested a list of all acronyms used in Commission meeting handouts. My Administrative Assistant has created a list kept in a folder with all descriptions (folder will be kept on the credenza in front lobby).
- Aldo Bianchi is a new officer at the department, his official start date is August 12, 2018.
 - 8 full-time officers are now employed by Broadmoor
- Corporal Logan is currently at a 3 day FTO class in Southern California due to an anonymous complaint made by someone in the department
 - Chief Stellini was due to attend earlier in the year but couldn't attend due to his workload not permitting him to be away from the department.
- Neighborhood clean-up was held and several of our Officers were present
 - 140 people attended and worked hard
 - Commissioner Connolly emailed Supervisor Canepa inquiring about a quarterly clean up schedule
 - Members of the department go out and paint over graffiti on a regular basis

CORRESPONDENCE:

- Letter from firm representing Teamsters Local 856 re: Chief ceasing to deduct union dues
- Supervisor Canepa sent a letter commending officers that took part in the recent neighborhood clean-up day
- Daly City Police Athletic League Association sent a thank you letter for sponsoring their annual golf event

OLD BUSINESS:

- Final Reading of FY 2018/2019
- Parking issues are being resolved by the hand-held ticket writer by TurboData

- Commissioner Connolly stated that there have been a lot of people parking more than 18 inches away from the curb as well as facing the wrong side of the road on 700 block of Thornhill
 - Asked Chief Stellini to have the Reserves walk the blocks and issue warnings

NEW BUSINESS:

- Quarterly Crime Stats were provided for the same four months of 2017 & 2018 for comparison
 - Trending down on burglaries
- We will re-visit this in September, seems to be confusion over the timeframe of stats provided.

RESOLUTIONS:

- None

FIRE COMMISSIONERS REPORT:

- Meeting was held on July 17, 2018
- The first reading of their budget was postponed to their August meeting
- Next meeting will be held on August 21, 2018

LAFCO REPORT:

- Meeting held on July 18, 2018
 - Public member Ann Draper was appointed
 - Alternate public member James O'Neil was appointed as well
- Next meeting is on September 19, 2018

CLOSED SESSION:

- None

SPECIAL DISTRICTS REPORT

- Meeting was held on August 7, 2018
 - Commissioner Sheridan did not attend
- Next meeting is on October 30, 2018

NOTICE OF ADJOURNMENT:

- None

GOOD OF THE ORDER:

- Property Owner's Association is having their Annual Pasta Dinner on August 18, 2018, 4:00-6:00 PM
- Martha Bookbinder asked about who will respond to the letter that was sent from the Union
 - Chief gave brief explanation to her about fees charged to us by County Payroll

ADJOURNMENT:

The meeting adjourned at 7:57 PM. The next meeting is scheduled for Tuesday, September 11, 2018, at 7:00 PM.

Motion for adjournment made by: Commissioner Connolly, 2nd by Commissioner Sheridan

Respectfully submitted,

Joe Sheridan
Board Secretary



THE SCHEDULED MONTHLY MEETING OF THE BOARD OF POLICE COMMISSIONERS OF THE **BROADMOOR POLICE PROTECTION DISTRICT** WILL BE HELD AT 7:00 PM ON TUESDAY, THE 12th OF JUNE, 2018, AT THE BROADMOOR POLICE DEPARTMENT LOCATED AT 388-88th STREET, BROADMOOR, CA.

*****MEETING CANCELLED*****

PLEASE NOTE THE
REGULARLY
SCHEDULED
BROADMOOR POLICE
COMMISSION MEETING
HAS BEEN CANCELLED
TONIGHT, JUNE 12, 2018.

POSTED AT: BROADMOOR POLICE DEPARTMENT
COLMA FIRE DEPARTMENT
BROADMOOR COMMUNITY CENTER



BOARD OF POLICE COMMISSIONERS

Broadmoor Police Protection District

Minutes of: December 11, 2018

The meeting was called to order at 7:05 PM, by Commissioner Connolly.

PRESENT:

Commissioners: Michael Connolly, Joe Sheridan and Commissioner Hutchens, Commissioner Elect Koh, Chief Stellini and Chief emeritus, Dave Parenti and concerned citizens in attendance.

Pledge of Allegiance.

MINUTES:

The minutes of the November 13, 2018, commission meeting were approved.

- Motion by: Commissioner Sheridan, 2nd by Commissioner Sheridan – unanimously approved & accepted.

Tonight is Commissioner Sheridan's last meeting serving as a Commissioner for the Broadmoor Police Protection District.

PUBLIC COMMENTS:

- Marie Brizuela thanked the department for their participation on Candy Cane Day. Reminded residents to decorate their homes for the annual contest.
- Commission Koh will be sworn in on January 8, 2018. The ceremony will be at the Colma Recreation Center at 7:00 PM.

TREASURER'S REPORT:

December 11, 2018

WARRANTS

\$77,348.26

DEPOSITS

\$16,153.78

- Motion by: Commissioner Connolly, 2nd by: Commissioner Hutchens to approve the warrants for December 2018.

CHIEF OF POLICE REPORT:

For the month of November:

INCIDENTS

532

MILES

CALLS FOR SERVICE

493

RESERVE HOURS

311

November Events:

- Chief attended the County Wide Issues meeting (CWI) on November 5th.
- Chief attended the North County Chief's meeting on November 6th.
- Chief attended the Chief's Association meeting on November 7th.
- Chief attended the 100 club dinner on November 8th.
- Chief attended a PORAC Conference in Reno on November 15th.
- Legislative updates
 - We are continuing to move forward with the Broadmoor bill. This bill was created decades ago. This bill was created to protect the land lots of Broadmoor. It will protect Broadmoor from further annexation.
- Candy Cane Day had a great turn out from our Reserves and some full-time officers. The Chief wants more exposure to get the word out to more residents for next year.

Vacation Hours: 895

Comp-time Hours: 240

CORRESPONDENCE:

- None

OLD BUSINESS:

- None

NEW BUSINESS:

- Chief Stellini announced his retirement from the police department on December 28, 2018.
- The Board will be appointing a District Manager and discussions will be to appointment Chief Emeritus Dave Parenti until another Chief is appointed.
 - TJ Kniveton and the Chief will be meeting with POST next week to discuss if Dave can be appointed temporary or interim Chief.
- Motion by: Commissioner Connolly, 2nd by: Commissioner Hutchens to recommend that Chief Emeritus Dave Parenti be appointed as the District Manager until we know the duration of when this position will be filled. December 2018.

RESOLUTIONS:

- None

FIRE COMMISSIONERS REPORT:

- Meeting was held on November 20, 2018
- They had a draft letter of agreement about what type of service Colma Fire is going to provide with the Town of Colma.
- No meeting being held in December
- Next meeting will be held in January, 2019

SPECIAL DISTRICTS REPORT

- Meeting was held on October 5, 2018
- Nothing to report
- Next meeting is on February, 2019

LAFCO REPORT:

- We will no longer have a seat on LAFCO.
- The next meeting has been re-scheduled to December 19, 2018

NOTICE OF ADJOURNMENT:

- None

GOOD OF THE ORDER:

- Full-time officer and the reserves are considered friends of Chief Stellini

ADJOURNMENT:

The meeting adjourned at 8:59 PM. The next meeting is scheduled for Tuesday, January 8, 2018, at 7:00 PM.

- Motion for adjournment made by: Commissioner Sheridan, 2nd by Commissioner Hutchens.

Respectfully submitted,

Joseph Sheridan
Secretary



BOARD OF POLICE COMMISSIONERS

Broadmoor Police Protection District

Minutes of: February 13, 2018

The meeting was called to order at 7:01 PM, by Commissioner Connolly.

PRESENT:

Commissioners: Mike Connolly and Joe Sheridan, Chief Stellini and concerned citizens. Commission Ralph Hutchens arrived at 7:15 PM

Pledge of Allegiance.

MINUTES:

The minutes of the January 9, 2018, commission meeting were approved as submitted. Motion by: Commissioner Sheridan, 2nd by Commissioner Connolly – unanimously approved.

PUBLIC COMMENTS:

- Staci Jeanblanc requested clarification on why claim was denied. Explanation given by Commissioner Sheridan. Marie Brizuela requests copy of email from County.
- Marie Brizuela requested the agenda have more information
- Marie Brizuela asked why the "A" frame wasn't put up in front of PD
- Mr. Mazbar requested assistance with traffic enforcement in the 700 – 800 block on 87th Street.

TREASURER'S REPORT:

January 2018

WARRANTS
\$79,765.85

DEPOSITS
\$67,616.63

- Motion by: Commissioner Sheridan, 2nd by: Commissioner Hutchens to approve the warrants and deposits. Treasurer's report was unanimously approved.

CHIEF OF POLICE REPORT:

For the month of January:

INCIDENTS

400

MILES

4,173

CALLS FOR SERVICE

514

RESERVE HOURS

287

- Chief gave crime stats
- 1/10 SMPCAS Luncheon
- 1/16 Funeral Escort
- 1/17 LAFCO
- 1/23 Nevtec Meeting
- 1/25 NTF Meeting
- 1/26 Police Academy Review
- 1/30 Interview of 3 potential candidates

CORRESPONDENCE:

- Annual Statement of Economic Form 700

OLD BUSINESS:

- Commission Board Reorganization:
 - Chair-Connolly
 - Treasurer-Hutchens
 - Secretary-Sheridan
- Broadmoor 2025-Commissioner Connolly invited participation to join Committee
- Long Term Financial Plan:
 - Commissioner Connolly reported that he will chair the new Committee to be titled "Broadmoor 2025." He asked that a request for participation be placed on the department's web-site for residents. Must be a resident or a member of the agency to be on the committee.

NEW BUSINESS:

- None

RESOLUTIONS:

- None

FIRE COMMISSIONERS REPORT:

- Nothing to report, no January meeting
- Next meeting will be held on January 20, 2018

LAFCO REPORT:

- Meeting held on January 17, 2018
- LAFCO is exploring a policy/plan to start annexations of unincorporated parcels under 150 acres to cities
- Next meeting will be held March 21, 2018

SPECIAL DISTRICTS REPORT

- Meeting held on February 6, 2018; held at Mosquito Vector Control District
- Next meeting is scheduled for May 1, 2018.

NOTICE OF ADJOURNMENT:

- None

GOOD OF THE ORDER:

- None

CLOSED SESSION:

- None

ADJOURNMENT:

The meeting adjourned at 7:59 PM. The next meeting is scheduled for Tuesday, March 13, 2018, at 7:00 PM.

Respectfully submitted,

Joe Sheridan
Board Secretary



BOARD OF POLICE COMMISSIONERS

Broadmoor Police Protection District

Minutes of: January 9, 2018

The meeting was called to order at 7:03 PM, by Commissioner Sheridan.

PRESENT:

Commissioners: Joe Sheridan, Ralph Hutchens and Mike Connolly, Chief Stellini, and concerned citizens.

Pledge of Allegiance.

MINUTES:

The minutes of the November 14, 2017, commission meeting were approved as submitted. Motion by: Commissioner Connolly, 2nd by Commissioner Sheridan – unanimously approved.

The minutes of the December 6, 2017, special commission meeting were approved as submitted. Motion by: Commissioner Sheridan, 2nd by Commissioner Connolly – unanimously approved.

PUBLIC COMMENTS:

- None

TREASURER'S REPORT:

December 2017

WARRANTS
\$69,860.22

DEPOSITS
\$12,268.38

- Motion by: Commissioner Sheridan, 2nd by: Commissioner Hutchens to approve the December warrants and deposits. Treasurer's report was unanimously approved.

January 2018

WARRANTS

\$63,576.15

DEPOSITS

\$554.00

- Motion by: Commissioner Hutchens, 2nd by: Commissioner Sheridan to approve the January warrants and deposits. Treasurer's report was unanimously approved.

CHIEF OF POLICE REPORT:

For the month of December:

INCIDENTS

857

MILES

6,588

CALLS FOR SERVICE

442

RESERVE HOURS

209

- On December 2nd the Chief attended retirement event for Chief Gamez, Redwood City PD.
- December 6th-8th was the San Mateo County Chief's Retreat in Monterey.
- December 9th the Chief attended UCSF's Christmas party.
- On December 11th a presentation by Turbo Data Systems (handheld ticket company). We are looking at participating in a usage test with the department.
- On December 16th the Department took annual picture and held Candy Cane Day with Colma Fire.
- On December 17th we were informed of the Broadmoor Property Owners Association Christmas event at the Community Center and the lack of police presence. Reserve Officer Khedr dressed up as Santa. We had not been invited to this event until the day of the event. We do NOT receive a copy of the Grapevine Newsletter as this would help with communication.
- Chief's Association Installation Luncheon to be held on January 11th.

Commissioner Connolly requested that the Chief provide a quarterly report to the commission of the Part 1 crimes that were reported to the department.

CORRESPONDENCE:

- None

OLD BUSINESS:

- Grand Jury Report presentation:

- Body Worn Camera's – Delicate Balance Private vs Protection

Our agency was not needed to give a response since we did not have the equipment. The Chief replied that we did have a policy for body worn cameras but we no longer have them since they are no longer being offered to our agency for free. We will continue to search for affordable equipment. We are in discussion with Lenslock to obtain the equipment for free.

- Motion by: Commissioner Sheridan, 2nd by: Commissioner Connolly to accept the Grand Jury report.

- Public Communication (Language/Translation) – English is Not Our Only Language Report.

Explained to the grand jury that we are a small agency and funding is scarce. Several of our current outreach programs (Back to School Day & Candy Cane Day) as well as new programs (Coffee with the Cops and a proposed Open House/Community BBQ) were documented in the report. Our Social Media work / Web-site was also presented. We have several officers that speak multiple languages on staff (Spanish & Filipino).

- Motion by: Commissioner Sheridan, 2nd by: Commissioner Hutchens to accept the Grand Jury report.

- Public Transparency (Website) – Can We See You Now?

No response at this time. Presentation to be made at the February Commission Meeting.

- Long Term Financial Plan:

- Commissioner Connolly reported that he will chair the new Committee to be titled "Broadmoor 2025." He asked that a request for participation be placed on the department's web-site for residents. Must be a resident or a member of the agency to be on the committee.

NEW BUSINESS:

- Police Commission Board Re-organization – After much discussion the annual police commission board re-organization resulted in Commissioner Connolly (Chair), Commissioner Hutchens (Treasurer) and Commissioner Sheridan (Secretary).

- Motion by: Commissioner Sheridan, 2nd by: Commissioner Hutchens that Commissioner Connolly be voted as the Chair for the next year.

- Request for Crime 1 quarterly reports

RESOLUTIONS:

- None

FIRE COMMISSIONERS REPORT:

- Colma Fire held their meeting on December 19, 2017
- New Colma City Manager
- No meeting in January 2018
- Next meeting to be held on February 20, 2018

LAFCO REPORT:

- Nothing to report
- Next meeting will be held January 17, 2018

SPECIAL DISTRICTS REPORT

- Nothing to report
- Next meeting is scheduled for February 6, 2018.
- Daly City appointed Patrick Hensley as the new Chief of Police.

NOTICE OF ADJOURNMENT:

- None

GOOD OF THE ORDER:

- None

CLOSED SESSION:

- None

ADJOURNMENT:

The meeting adjourned at 8:00 PM. The next meeting is scheduled for Tuesday, February 13, 2018, at 7:00 PM.

Respectfully submitted,

Ralph Hutchens
Board Secretary



BOARD OF POLICE COMMISSIONERS

Broadmoor Police Protection District

SPECIAL MEETING

Minutes of: July 19, 2018

The special meeting was called to order at 7:00 PM, by Commissioner Connolly.

PRESENT:

Commissioners: Mike Connolly and Hutchens, Chief Emeritus Parenti are in attendance. Chief Stellini and Commissioner Sheridan were unable to attend and there are no concerned citizens present.

Pledge of Allegiance.

MINUTES:

- None

PUBLIC COMMENTS:

- None

TREASURER'S REPORT:

- None

CHIEF OF POLICE REPORT:

- None

CORRESPONDENCE:

- None

OLD BUSINESS:

- None

NEW BUSINESS:

- Second and Final reading of the FY 2018/2019 Budget
- First reading was at the last Commission Meeting on July 10, 2018
- The Commissioners had questions for Chief Stellini, Chief Parenti will address the questions asked on behalf of Chief Stellini
 - Net surplus deficit was \$229,000, what was not subtracted from that was the Chief & his Administrative Assistant's CalPERS arrears invoices which totaled \$129,000. We are still in the black.
 - \$1831 Homeowner's property tax

- 1046 is ERAF, there was a change, we anticipate receiving \$30,000 this year, but it changes each year and we don't know how much it will be each year. Deficit of \$2000
- Page 6, \$36,000 last year; remodeling permit fees was the reason for increase, secured supplemental
- Page 7, Homeowner's association increase revenue of \$42,000, homeowners property tax rebate
- Page 8, downward trend as officers are not writing as many tickets
 - Cliff Java has been averaging 100 tickets a month, you'll see an increase
- Page 10, same miscellaneous revenue, COPS Grant DUI and state mandated costs. We got \$253k, and that was a bit on the low side, she budgeted \$240,000
- Page 11, officers received 3% raise
 - In November/December we'll start negotiating for 2019/2020
- Page 12, \$12,000 total Medicare charge. There are 14 employees & as of 1986, whoever comes into our business after 1986, has to pay the Medicare.
- Page 13, 7 officers (9) members are PEPR, (1) member is Classic. \$60k less due to officers leaving that were at a higher pay rate.
- \$395k anticipated cost for this year
- Page 14, currently we have 7 officers; \$1840 a month
 - \$171,840 –current is now \$154,560
- Page 15, no dollar amount noted because no one is on unemployment
 - \$16k savings from previous health. Can we factor in \$5k into unemployment as a precaution?
- Page 16, increase then a reduction as a result of changing insurance carriers
- Page 17, Uniforms; increase due to hiring new officers (as needed basis)
- Page 19, breakdown of a-e
 - 5199d reserves, recognition dinner, frames for adjournments
 - Meals for reserves
 - \$40k increase, small office equipment, remodeling, cabinets
- Page 20, CPOA, went up \$100, membership costs increase each year
- Page 21, Fuel -anticipation of \$25k
- Page 22, increase of \$6k-Communications
- Page 24, preventative maintenance
- Page 25, why did we go down \$3k? The heater and a/c aren't on a lot
- Page 27, Communication dispatch went up \$20k; booking fees is a buffer, we don't pay for those fees anymore
- Page 28, Colma range went up \$400, County Counsel Fees went up and County Controller went up to \$12k

- Lobbyists –we gave \$5k but anticipate \$10k
- Page 29, GSRMA raised our premiums –lawsuit w/ Wayne Johnson
- Page 30, \$45k for a new car
- Page 31, Crossing Guard \$40k, the county will reimburse us \$48k
-
- Motion by: Commissioner Connolly, 2nd by: Commissioner Hutchens to accept and approve the final budget for 2018/2019 given the amendments that we discussed and with the modifications to a few of the funds to reflect increases and decreases.

RESOLUTIONS:

- None

FIRE COMMISSIONERS REPORT:

- None

LAFCO REPORT:

- None

CLOSED SESSION:

- None

SPECIAL DISTRICTS REPORT

- None

NOTICE OF ADJOURNMENT:

- None

GOOD OF THE ORDER:

- None

ADJOURNMENT:

The meeting adjourned at 7:31 PM. The next meeting is scheduled for Tuesday, August 14, 2018, at 7:00 PM. This will be a special meeting.

Respectfully submitted,

Joe Sheridan
Board Secretary



BOARD OF POLICE COMMISSIONERS

Broadmoor Police Protection District

Minutes of: July 10, 2018

The meeting was called to order at 7:09 PM, by Commissioner Connolly.

PRESENT:

Commissioners: Mike Connolly, Joe Sheridan, Ralph Hutchens, Chief Stellini and concerned citizens are in attendance.

Pledge of Allegiance.

MINUTES:

The minutes of the April and May 2018, commission meetings were approved. Motion by: Commissioner Sheridan, 2nd by Commissioner Hutchens – unanimously approved.

- Request for acronyms to be spelled out in the future

PUBLIC COMMENTS:

- Marie Brizuela wants to know if the Chief has addressed the issue of a mobile home parked on the even side of Maddux. There are people residing inside the mobile home.

TREASURER'S REPORT:

June 2018

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$230,849.87	\$10,643.11

July 2018

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$72,885.24	\$563.30

- Motion by: Commissioner Hutchens, 2nd by: Commissioner Sheridan to approve the warrants and deposits for June and July 2018. Treasurer's report was unanimously approved.

CHIEF OF POLICE REPORT:

For the month of May:

<u>INCIDENTS</u>	<u>MILES</u>
691	N/A
<u>CALLS FOR SERVICE</u>	<u>RESERVE HOURS</u>
662	338.5

For the month of June:

<u>INCIDENTS</u>	<u>MILES</u>
666	N/A
<u>CALLS FOR SERVICE</u>	<u>RESERVE HOURS</u>
623	259.5

May/June Events

- Attended the County Wide issues meeting on April 30th
- Attended the North County Chief's meeting on May 1st
- Fallen Peace Officer's Memorial was held on May 2nd in Redwood City. Officer Segali represented Broadmoor
- It was the 30th anniversary of the murder of a former Broadmoor Reserve, Officer Les Garnier
- May 9th was Officer Yanga's last day. He is now working at Moraga PD
- Attended a Human Trafficking meeting for San Mateo county on May 10th
- Attended the academy graduation on May 11th
- Attended the Gang Taskforce kick-off on May 16th
- On May 18th the Chief went to Beat 2 and watched the street cleaning to see if cars were blocking them as they were cleaning as previously complained about. Two cars were cited.
- Police Appreciation day was held May 19th at TanForan Mall which our Reserves attended
- Attended another Human Trafficking meeting for county on May 22nd
- May 23-24 we had a disciplinary hearing for one of our officers here (Will discuss in closed session)
- Attended the County Wide issues meeting on June 4th at Pacifica PD
- On June 5th the Chief met with a representative at County Dispatch to go over our new contract for dispatching. The rate will be increased this coming year.
 - We are also in discussions for them to take over our warrants
- We had a CLETS audit on June 12th. A representative from the DOJ came to perform the audit and we are in compliance with only a few items to change.
- Legislative update was the Janice Bill that Governor Brown signed.
 - This update cannot be discussed per county counsel due to appellate and interpretation issues.

CORRESPONDENCE:

- Dated May 24th a letter from Chief Barberini was sent from San Bruno PD thanking Broadmoor PD for their participation in the Police Appreciation Day held at TanForan Mall
- Daly City PD was investigating a homicide where the suspect was communicating in Hindi. The detectives learned that Reserve Officer Syed Hussain was fluent in this language so they contacted him on very short notice and he agreed to meet them in order to translate and transcribe the conversations. His assistance with their investigation was recognized by Chief Patrick Hensley.

OLD BUSINESS:

- Parking enforcement
 - Mobile homes on Park Plaza with people living inside
 - This is a county wide issue
 - Implemented the new Turbo Data ticket writing system
 - Reserve Officer Java comes in and writes 20-30 tickets a day about two times a week
- Status of signs to be put up on 87th Street

NEW BUSINESS:

- Officer Logan presented new patches that the officers would like to incorporate
 - Logo for challenge coins
- First reading of the budget FY2017/2018
 - CalPERS employee portion \$123,000 employee will now be paying
 - Classic members used to pay 6%
 - PEPRRA members pay 13.5%
 - GSRMA Insurance; rate increase
 - CalPERS –Unsecured Liability (annually vs monthly)
 - E-RAF (education relief fund) \$300,000
 - Homeowner's property tax; the cost went down and will be researched and discussed at the final reading
 - Other office expenses has a \$40k jump, why?
 - Discussed cost sharing for medical plan and the teamsters denied proposal
 - Contract will be re-negotiated in May 2019 and this will be brought up again
 - Chief Stellini requested a special meeting on Thursday, July 19th for the second and final budget reading

RESOLUTIONS:

- None

FIRE COMMISSIONERS REPORT:

- Meeting was held on June 19, 2018
 - Working on staffing

- Hiring a daytime driver for their medic because they're having more calls for service during the day
- The first reading of their budget will be July 17, 2018
- Next meeting will be held on August 2018

LAFCO REPORT:

- Meeting held on May 16, 2018
 - Miscellaneous annexations in south county, nothing affecting Broadmoor
 - Fiscal Budget for FY2018/2019
- Next meeting is on July 18, 2018

CLOSED SESSION:

- Motion by: Commissioner Sheridan, 2nd by: Commissioner Hutchens to go into a closed session. Unanimously approved

BEGAN: 9:42 PM

ENDED: 10:07 PM

Let the record reflect that the Commission has concluded the closed session and we are now back in session. Let the record reflect that we discussed a personnel matter and the item will be kept confidential.

SPECIAL DISTRICTS REPORT

- Next meeting is on August 7, 2018

NOTICE OF ADJOURNMENT:

- None

GOOD OF THE ORDER:

- None

ADJOURNMENT:

The meeting adjourned at 10:09 PM. The next meeting is scheduled for Thursday, July 19, 2018, at 7:00 PM. This will be a special meeting.

Respectfully submitted,

Joe Sheridan
Board Secretary



BOARD OF POLICE COMMISSIONERS

Broadmoor Police Protection District

Minutes of: March 13, 2018

The meeting was called to order at 7:03 PM, by Commissioner Connolly.

PRESENT:

Commissioners: Mike Connolly, Joe Sheridan, Chief Stellini and concerned citizens. Commissioner Hutchens is excused.

Pledge of Allegiance.

MINUTES:

The minutes of the February 13, 2018, commission meeting were approved as corrected. Motion by: Commissioner Sheridan, 2nd by Commissioner Connolly – unanimously approved.

- Mosquito Vector vs Velor on page 3
- Marie requested an email from the county

PUBLIC COMMENTS:

- Kelly Braas made comment that he didn't know the double homicide was in Broadmoor's jurisdiction
 - Special Assessment tax papers, states this information
- Marie Brizuela invited the PD to the Annual Easter Egg Hunt at 10:00 a.m.
 - Marie would like to see a police presence at the Community Center

TREASURER'S REPORT:

February 2018

WARRANTS
\$50,194.27

DEPOSITS
\$27,823.75

- Motion by: Commissioner Sheridan, 2nd by: Commissioner Connolly to approve the warrants and deposits. Treasurer's report was unanimously approved.

CHIEF OF POLICE REPORT:

For the month of January:

INCIDENTS

556

MILES

n/a

CALLS FOR SERVICE

525

RESERVE HOURS

322.5

- Shooting on Hillside
- John Reid recently had a baby girl; he's also leaving our PD in a few weeks to start a new job at Albany PD

CORRESPONDENCE:

- Thank you card from Mary Henahan
- Thank you letter from Gerard Biagini
- Complaint letter from John McCloskey
- Thank you letter from Cooper (a Broadmoor resident)
- Thank you letter from Pam & Stephen Lee
- Thank you letter from Town of Colma PD

OLD BUSINESS:

- Broadmoor 2025- Commissioner Connolly will attend Broadmoor Property Owner's Association meeting to seek participation in committee.

NEW BUSINESS:

- None

RESOLUTIONS:

- None

FIRE COMMISSIONERS REPORT:

- Meeting held on February 20, 2018
- Colma FD working on a staffing plan for next 3-5 years
- Early stages of proposed plans of 50 town homes in area of El Camino Real and A street replacing the Motorville Motel and Blue Water Tow
- March Meeting has been cancelled
- Next meeting will be held on April 17, 2018

LAFCO REPORT:

- Nothing to report
- Next meeting will be held March 21, 2018

SPECIAL DISTRICTS REPORT

- None

NOTICE OF ADJOURNMENT:

- None

GOOD OF THE ORDER:

- Marie Brizuela inquired about cannabis cultivation. No known procedures or policies in un-incorporated county areas

CLOSED SESSION:

- None

ADJOURNMENT:

The meeting adjourned at 7:57 PM. The next meeting is scheduled for Tuesday, April 10, 2018, at 7:00 PM.

Respectfully submitted,

Joe Sheridan
Board Secretary



BOARD OF POLICE COMMISSIONERS

Broadmoor Police Protection District

Minutes of: May 8, 2018

The meeting was called to order at 7:03 PM, by Commissioner Connolly.

PRESENT:

Commissioners: Mike Connolly, Joe Sheridan, Ralph Hutchens and Chief Stellini are present. There are no concerned citizens in attendance.

Pledge of Allegiance.

MINUTES:

The minutes of the April 10, 2018, commission meeting were approved as corrected. Motion by: Commissioner Sheridan, 2nd by Commissioner Connolly – unanimously approved as corrected.

- Typo on page 2, LAFCO report, actual date should be May 16, 2018

PUBLIC COMMENTS:

- None

TREASURER'S REPORT:

April 2018

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$42,035.77	\$14,020.93

- Motion by: Commissioner Connolly, 2nd by: Commissioner Sheridan to approve the warrants and deposits. Treasurer's report was unanimously approved.

CHIEF OF POLICE REPORT:

For the month of April:

<u>INCIDENTS</u>	<u>MILES</u>
658	n/a
<u>CALLS FOR SERVICE</u>	<u>RESERVE HOURS</u>
620	357

April Events

- April 5th was Rey Pagarigan's last day with the department
- The dispatchers luncheon was on April 12th
- Coffee with Cops at La Terrazza on April 19th
 - 4 Reserve officers attended
- Chief attended the NTF Meeting on April 26th
- Chief attended a disability hearing regarding one of our members on April 25th
- The LPJ Golf tournament was on April 23rd
- Chief met with CPA on field work for our Annual Special Districts audit on April 7th and 8th
- 7 new officers started at the department over the last few months
- As of May 10th we will only have 1 Full-time officer that is not on probation
 - Probationary period is 18 months
- Corporal Yanga's last day at the department will be May 10th. He has been an outstanding member and when he was promoted to Corporal he took on a tremendous workload from the Chief's shoulders.

CORRESPONDENCE:

- None

OLD BUSINESS:

- None

NEW BUSINESS:

- Parking enforcement
 - County contacted the Chief that we were not citing cars on street cleaning day
 - The Reserve Officer that handles this was on personal leave
 - Waiting for signage from the County regarding parking, stop signs, median, etc.
- First Reading of 2017/2018 Budget
 - Commissioners will read and review for the July 2018 meeting.

RESOLUTIONS:

- None

FIRE COMMISSIONERS REPORT:

- Received grant for \$50k from Measure K funding from Supervisor Canepa. SBCA gear (used to go into burning buildings). This is a reimbursement grant and the first District to receive such a grant.
- No meeting in May
- Next meeting will be held on June 19, 2018

LAFCO REPORT:

- Special budget hearing on April 18th. Commissioner Sheridan was unable to attend.
- Next meeting is on May 16th at 2:30 in RWC

CLOSED SESSION:**BEGAN:** 7:27 PM**ENDED:** 7:42 PM

Let the record reflect that the Commission has concluded the closed session and we are now back in session. Let the record reflect that we are going to disclose that the Commission voted by motion unanimously to authorize a resolution for a disability retirement for an employee

SPECIAL DISTRICTS REPORT

- Commissioner Sheridan was unable to attend therefore there is nothing to report
Next meeting is on August 7, 2018

NOTICE OF ADJOURNMENT:

- John "Mac" Flanigan
- Rita Stellini

GOOD OF THE ORDER:

- Department is going through a lot of change with the hiring of so many new officers.
- SFPD uniforms were acquired by Commissioner Connolly for Broadmoor officers to use if need be.

ADJOURNMENT:

The meeting adjourned at 7:47 PM. The next meeting is scheduled for Tuesday, June 12, 2018, at 7:00 PM.

Respectfully submitted,

Joe Sheridan
Board Secretary



BOARD OF POLICE COMMISSIONERS

Broadmoor Police Protection District

Minutes of: October 15, 2018

The meeting was called to order at 7:03 PM, by Commissioner Connolly.

Re-scheduled meeting from October 9, 2018

PRESENT:

Commissioners: Michael Connolly, Joe Sheridan, Ralph Hutchens, Chief Stellini and Chief emeritus, Dave Parenti are in attendance. There are no concerned citizens in attendance.

Pledge of Allegiance.

MINUTES:

The minutes of the September 11, 2018, commission meeting were approved.

- Motion by: Commissioner Sheridan, 2nd by Commissioner Hutchens – unanimously approved.

PUBLIC COMMENTS:

- None

TREASURER'S REPORT:

Nikole inadvertently printed September warrants vs. October 2018

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$	\$59,758.00

- Motion by: Commissioner Connolly, 2nd by: Commissioner Hutchens to approve the deposits for October 2018. Treasurer's report was unanimously approved.

CHIEF OF POLICE REPORT:

For the month of September:

- Corporal Logan has revamped the daily officer statistical sheet and is working on an online tracking system for the statistics. Therefore, only the Reserve hours are available tonight.

INCIDENTS

638

MILES

TBA

CALLS FOR SERVICE

603

RESERVE HOURS

301

Vacation hours: 840.5

Comp-time hours: 141.7

Sick days: 106

In the future we will no longer report sick days to avoid violating any HIPAA laws

September Events:

- New printer/copy machine was leased after 10 years; moved from Konica Minolta to Sharp
- Met with the Honorable Quentin Kopp to address the Broadmoor Bill
- Chief attended his regular monthly meetings, North County Chiefs, County-Wide Chiefs and Association Chiefs meetings.

CORRESPONDENCE:

- City of Pacifica and Chief Steidle sent a letter offering thanks & gratitude to Officers Poteat and Nguyen for assisting in their July 4th deployment.
- National Reserve Annual Conference was attended by TJ Kniveton, John Duncan and Steve Rettinger
- Accommodation from Chief Stellini to Officers Nguyen and Landi was given for capture of two theft suspects at Tassi. Inc.
- Officer Martin & Officer Poteat became POST Certified FTO's and Corporal Logan is getting re-certified in CPR training.

OLD BUSINESS:

- Conference with legal counsel for potential litigation

NEW BUSINESS:

- Text 911 Press Release
 - Reach out to Community Center to post this information in their Grapevine newsletter
- Claim form for an officer vehicle stop. Arrested person for DUI, his property which included car keys, phone and wallet came up missing and was misplaced.
- Motion by: Commissioner Sheridan, 2nd by Commissioner Connolly to pay Ricky Nguyen \$1370.00- unanimously approved.
- The new contract for San Mateo County Dispatch was presented; the fees were kept under \$100k until the year 2021.
- Motion by: Commissioner Connolly, 2nd by Commissioner Hutchens to approve the contract for dispatch-unanimously approved.

- Grand Jury report was delivered regarding Narcan. The department is looking at a nasal type of Narcan which would be approximately \$100 a unit. The department has also reviewed two different policies from other agencies within San Mateo County.
 - We bought 2 new AED's and serviced old ones.
- Motion by: Commissioner Connolly, 2nd by: Commissioner Hutchens-unanimously approved.
- The generator battery on the roof of the building had melted and caused a power outage on October 11th. This caused a short which also stopped our card keys and key pads from working. The software for these items are becoming out of date. As well as the 911 call box outside the front doors.
- Two of our officer's wives will be having babies within the next few months.

RESOLUTIONS:

- None

FIRE COMMISSIONERS REPORT:

- Meeting was held on September 18, 2018
 - Finalized the proposed budget of \$3,800,000.00.
 - Spaghetti dinner took place on October 13th.
- Next meeting will be held on October 16, 2018

SPECIAL DISTRICTS REPORT

- Nothing to report, they didn't have a meeting since our last one
- Next meeting is on November 5, 2018

LAFCO REPORT:

- The meeting was held on September 19, 2018
- They adopted their budget of \$563k
- The next meeting is on November 21, 2018

NOTICE OF ADJOURNMENT:

- None

GOOD OF THE ORDER:

- None

CLOSED SESSION:

- Motion by: Commissioner Sheridan, 2nd by: Commissioner Connolly to go into a closed session. Unanimously approved
- Anticipated litigation against the district.

BEGAN: 7:48 PM

ENDED: 9:00 PM

- Motion by: Commissioner Sheridan, 2nd by: Commissioner Connolly for nondisclosure on personnel matters- Unanimously approved

Let the record reflect that the Commission has concluded the closed session and we are now back in session. We had a conference with legal counsel regarding anticipated litigation against the district. There is no action being taken by the Board so there is nothing to report.

ADJOURNMENT:

The meeting adjourned at 9:14 PM. The next meeting is scheduled for Tuesday, November 13, 2018, at 7:00 PM.

Motion for adjournment made by: Commissioner Sheridan, 2nd by Commissioner Connolly

Respectfully submitted,

Joseph Sheridan
Secretary



BOARD OF POLICE COMMISSIONERS

Broadmoor Police Protection District

Minutes of: September 11, 2018

The meeting was called to order at 7:01 PM, by Commissioner Sheridan.

PRESENT:

Commissioners: Joe Sheridan, Ralph Hutchens, Chief Stellini and concerned citizens are in attendance. Commissioner Connolly was absent and was excused.

Pledge of Allegiance.

MINUTES:

The minutes of the August 14, 2018, commission meeting were approved as corrected*.

- Motion by: Commissioner Sheridan, 2nd by Commissioner Hutchens – unanimously approved.

*Correction was made regarding the times listed for the Broadmoor Property Owners Association Annual Pasta Dinner. The correct times should be 4:00 – 8:00 PM.

PUBLIC COMMENTS:

- None

TREASURER'S REPORT:

September 2018

WARRANTS
\$60,954.47

DEPOSITS
\$15,156.00

- Motion by: Commissioner Sheridan, 2nd by: Commissioner Hutchens to approve the warrants and deposits for September 2018. Treasurer's report was unanimously approved.

CHIEF OF POLICE REPORT:

For the month of September:

- Corporal Logan has revamped the daily officer statistical sheet and is working on an online tracking system for the statistics. Therefore, only the Reserve hours are available tonight. At the next meeting I will give you the stats for August.

INCIDENTS

TBA

MILES

TBA

CALLS FOR SERVICE

TBA

RESERVE HOURS

351 hrs.

September Events:

- Chief attended his regular monthly meetings, North County Chiefs, County-Wide Chiefs and Association Chiefs meetings.
- Corporal Logan will be going to the Alameda academy to make contact with the RTO's and instructors to get a feel for how the sponsored candidate is doing.
- Chief met with the CSDA representative.

CORRESPONDENCE:

- Chief Hensley, Daly City PD sent a thank you letter for Officer Christian Poteat regarding a narcotics robbery that he assisted them with.

OLD BUSINESS:

- None

NEW BUSINESS:

- None

RESOLUTIONS:

- None

FIRE COMMISSIONERS REPORT:

- Meeting was held on August 21, 2018
 - The first reading of their budget was held for FY 2018/2019. The proposed budget is \$3,695,000.00.
- Next meeting will be held on September 18, 2018

SPECIAL DISTRICTS REPORT

- Nothing to report.
- Next meeting is on November 5, 2018

LAFCO REPORT:

- Nothing to report.
- Next meeting is on September 19, 2018

NOTICE OF ADJOURNMENT:

- Adjourning the meeting in honor of the victims of the 9/11 attacks

GOOD OF THE ORDER:

- Robert Brizuela inquired about the small refrigerator in front of the residence at 912 Wildwood Avenue. He is concerned a small child could climb inside of it. Chief advised that he would look into his concern.
- Marie Brizuela reported that the Broadmoor Property Owner's Association will be holding a candidates meet and greet for the upcoming Broadmoor Police Commission Election. The event will be held on Thursday, September 20th at 7:00 PM.
- Corporal Logan previewed the new department shoulder patches to the commission.
- Robert Brizuela inquired about the pigeon droppings in the parking garage of our complex. He was advised that the property management company is working on a mitigation plan.

CLOSED SESSION:

- Motion by: Commissioner Sheridan, 2nd by: Commissioner Hutchens to go into a closed session. Unanimously approved
- Anticipated litigation against the district.

BEGAN: 7:40 PM**ENDED:** 8:17 PM

Let the record reflect that the Commission has concluded the closed session and we are now back in session. Let the record reflect that we had a conference with legal counsel regarding anticipated litigation against the district. There is no action being taken by the Board so there is nothing to report.

ADJOURNMENT:

The meeting adjourned at 8:18 PM. The next meeting is scheduled for Tuesday, October 9, 2018, at 7:00 PM.

Motion for adjournment made by: Commissioner Sheridan, 2nd by Commissioner Hutchens

Respectfully submitted,

Joe Sheridan
Board Secretary