



## **BOARD OF POLICE COMMISSIONERS**

Broadmoor Police Protection District

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Minutes of: April 16, 2019

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

### **PRESENT:**

Commissioners Mike Connolly and Ralph Hutchens and Sylvia Koh; Chief Parenti and concerned citizens.

Pledge of Allegiance.

### **SPECIAL MEETING**

**NEW BUSINESS:** The first reading of FY 2019/2020 Budget and for County Counsel to review protocol for our Commission Meetings.

- At our last meeting on April 9, 2019 we made a commitment to seek guidance from County counsel to review protocol for meetings and to fulfill our upcoming vacancy. We are lucky to have Joseph Charles with San Mateo County Counsel.
  - Filling vacancy of Commissioner
    - Interviews shall be done in public, notice will be provided as to when those interviews will take place
    - Soliciting questions from the public can be done in advance and Mr. Charles will take a look at them as well
    - May 6<sup>th</sup> is the cutoff date for candidates to apply; pending how many there are will determine when and how long the interview process will take
  - There is no case law that was found as to whether or not the public could have a copy of the draft budget. In the interest of the Brown Act and in order to be completely transparent and keeping the public informed of what's going on w/ their local government will certainly disclose a draft copy tonight.
  - Open the meeting to public comments regarding the budget after it's read
    - Marie Brizuela asked how many days prior to either a meeting or special meeting does an agenda have to be posted.
      - Chief Parenti says 72 hours
      - Marie disagreed with the Commission, Chief and County Counsel

- Dissemination of the agenda is NOT on the agenda for this evening so the Commissioners declined to discuss the matter any further.

First reading of the Budget

- Page of the budget is the overall numbers that we are looking at for projections

Projected budget total: \$2,626,600.00

2018/2019 budget was: \$2,473,400.00

Corrections need to be made on this budget for the spelling of Commissioner Connolly's last name as well as numbers to Officer Poteat's salary. *(Chief Parenti will tell Robyn)*

Motion for adjournment by: Motion by Koh, second by Connolly.

Meeting adjourned at 8:10 PM

The next meeting is scheduled for Tuesday, May 14, 2019, at 7:00 PM.

Respectfully submitted,

Ralph Hutchens  
Commissioner



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

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Minutes of: April 9, 2019

The meeting was called to order at 7:14 PM, by Commissioner Connolly.

**PRESENT:**

Commissioners: Michael Connolly, Commissioner Sylvia Koh and Commissioner Hutchens, Chief Dave Parenti and concerned citizens in attendance.

Pledge of Allegiance.

**MINUTES:**

The minutes of the March 12, 2019, commission meeting were approved as submitted.

- Motion by: Commissioner Hutchens, 2<sup>nd</sup> by Commissioner Koh – unanimously approved & accepted.

**TREASURER'S REPORT:**

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$91,348.58	\$23,972.14

- Motion by: Commissioner Connolly, 2<sup>nd</sup> by: Commissioner Hutchens to approve the warrants and deposits for April 2019. –unanimously approved & accepted.

**PUBLIC COMMENTS:**

- Marie Brizuela commented that she's never seen minutes as bad as the March 12<sup>th</sup> format.
  - No need to make a motion for a closed session if it's already on the agenda

**CHIEF OF POLICE REPORT:**

For the month of April:

INCIDENTS

481

CALLS FOR SERVICE

449

RESERVE HOURS

303.25

**April Events:**

- Chief attended the North County Chief's meeting on April 2<sup>nd</sup>.
- Chief attended the County Wide Chief's meeting on April 3<sup>rd</sup>.
- The Broadmoor Bill will not be moving forward. Further conversations will take place to enlighten Senator Ting.
- Next month the Chief will be discussing the Memorandum of Understanding that will take effect on June 1, 2019.

**CORRESPONDENCE:**

- The department will no longer be affiliated with Local 856 Health and Welfare for our medical/dental insurance. We will be starting to use Kaiser Small Business Plan in order to save costs. Savings will be roughly \$3500.00 per month.
- Elections for the Police Officer Association Board will be happening within the next month.

**OLD BUSINESS:**

- First Reading of the 2019/2020 Budget.
- Let the record reflect that we cannot discuss new business if it has not been agenzized.
- Moving forward LAFCO, Special Districts and Fire Commissioner Reports will not be on our agenda or minutes since we no longer have a representative on the Board.
- Vacancy announcement

**NEW BUSINESS:**

- None

**RESOLUTIONS:**

- None

**CLOSED SESSION:**

- Meeting Adjourned for closed session at 7:41 PM

**BEGAN:** 7:41 PM                      **ENDED:** 8:24 PM

- Discussion was personnel and litigation related; no action was taken.
- Commissioner Connolly requests that all discussed in closed session be kept confidential
- Motion by: Commissioner Connolly, 2<sup>nd</sup> by: Commissioner Hutchens for confidentiality of closed session- Unanimously approved.

**NOTICE OF ADJOURNMENT:**

- Leon Hie

**GOOD OF THE ORDER:**

- Commissioner Connolly expressed that the intent for this Board is to be efficient, transparent and ethically correct in the manner in which we operate.

**ADJOURNMENT:**

The meeting adjourned at 8:44 PM. The next meeting is scheduled for Tuesday, May 14, 2019, at 7:00 PM.

- Motion for adjournment made by: Commissioner Hutchens, 2<sup>nd</sup> by Commissioner Koh.

Respectfully submitted,

Sylvia Koh  
Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

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Minutes of August 13, 2019

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

**PRESENT:**

Commissioners: Commissioner Sylvia Koh, Commissioner Hutchens and Commissioner James Kucharszky, Chief Michael Connolly, Officers of the department and concerned citizens in attendance.

Pledge of Allegiance.

Chief Connolly presented the Commissioners with Commission ID stars.

**MINUTES:**

The minutes of the July 9, 2019, commission meeting was approved as submitted.

- Chief Connolly informed the Commissioners that the insurance invoice from July warrants was a split invoice, not annual as stated at the July meeting.
- Motion by: Commissioner Koh, 2<sup>nd</sup> by Commissioner Hutchens – unanimously approved & accepted

**PUBLIC COMMENTS:**

- Airbnb
  - Garden Lane resident shared that there are several Airbnb Advertisements about where to park (in front of homes, specifically Garden Lane)
  - Residents are concerned that some homeowners are running a business out of their homes by renting as Airbnb's without having a business license.
  - Residents are extremely upset about the parking issues caused by these numerous homes that are Airbnb's
    - One home has 8 rooms, therefore there are 8 more cars that have been added to this one block
- Currently there is no specific county ordinance prohibiting Airbnb's
- Chief Connolly contacted the Controller's office to ascertain if we can charge a commercial indexing for these identified homes; more research is being done.
- Running a business out of a home is not illegal and more of a county issue however, parking is an issue that law enforcement would need to handle.

- Commissioner Hutchens said that several people are living in apartments therefore this is also causing less parking spaces in the neighborhood. He suggests we start charging for permit parking
  - Chief Connolly shared that Colma & Daly City PD does have a permit parking program and that those cities do not feel it works

### **TREASURER'S REPORT:**

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$80,648.71	\$51,940.40

- Motion by: Commissioner Hutchens, 2<sup>nd</sup> by: Commissioner Koh to approve the warrants and deposits for July 2019. –unanimously approved & accepted.

### **CHIEF OF POLICE REPORT:**

#### **July Events:**

- Met with Supervisor Canepa about the Park Plaza RV situation
  - Worked with county council for 2 electronic signs to be put up on Park Plaza regarding no sleeping in cars
- Chief Connolly sat on an oral board for the Mountain View PD for their hiring of a Deputy Chief
- We had a very successful neighborhood clean-up
  - Supervisor Canepa's office and BPOA had an area set up to turn in household goods for donation
  - A health condition was discovered by the group at Park Plaza w/ human waste, diapers, etc. The area is the SF Water Departments that was supposed to be made a park; Supervisor Canepa's office is looking into this area
- Chief met w/ Kathryn Anderson who is the CORA Director (San Mateo County Domestic Violence Advocacy)
  - Would like to offer our officers more training
  - BPD doesn't have many DV cases
  - Talks of partnering up with Cora to get an office closer in North County vs having to go all the way to RWC
    - Potential rental space upstairs from the PD with Daly City PD contributing to costs
- Chief met with Daryl Jones re: RIMS, dispatch CAD (county product) is not hooked up to our department's RIMS
  - Daryl is pulling data so that Chief can graph out more accurate stats for a crime report and a breakdown of all calls that BPD responds to

### **CORRESPONDENCE:**

- Chief Barberini from San Bruno PD thanking the department for the assistance provided at the shooting incident that occurred in the Tanforan Mall on July 2, 2019
- Supervisor Canepa's thank you for the annual neighborhood clean-up

- Gerald Biagnini from 755 87<sup>th</sup> Street sent a letter praising Jimmy Nguyen for outstanding service on July 30, 2019 regarding a call re: missing automobile
- Chief Hensley from Daly City PD thanking our department for shared assistance in car-jacking incident
  - 18 agencies were involved

**OLD BUSINESS:**

- 2<sup>nd</sup> Quarter Crime Discussion; hopeful to have data next month

**NEW BUSINESS:**

- None

**RESOLUTIONS:**

- None

**CLOSED SESSION:**

- None

**NOTICE OF ADJOURNMENT:**

- None

**GOOD OF THE ORDER:**

- BPOA Meeting on August 22, 2019
  - Organizing an Appreciation BBQ for local heroes

**ADJOURNMENT:**

The meeting adjourned at 7:54 PM. The next meeting is scheduled for Tuesday, September 10, 2019, at 7:00 PM.

- Motion for adjournment made by: Commissioner Koh, 2<sup>nd</sup> by Commissioner Kucharszky.

Respectfully submitted,

James Kucharszky  
Secretary





**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

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Minutes of December 10, 2019

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

**PRESENT:**

Commissioners: Commissioner Hutchens, Commissioner Sylvia Koh, Commissioner James Kucharszky, Chief Michael Connolly are in attendance. No members of the public are present.

Pledge of Allegiance.

**MINUTES:**

The minutes of the November 12, 2019, commission meeting was approved as submitted.

- Motion by: Commissioner Kucharszky, 2<sup>nd</sup> by Commissioner Koh – unanimously approved & accepted

**PUBLIC COMMENTS:**

- None

**TREASURER'S REPORT:**

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$61,121.27	\$24,266.95

- Motion by: Commissioner Hutchens, 2<sup>nd</sup> by: Commissioner Kucharszky to approve the warrants and deposits for December 2019. –unanimously approved & accepted.

**CHIEF OF POLICE REPORT:**

**December Events:**

Total Incidents: 537  
Calls for Service: 511  
Total Reserve Hours:

- Chief Connolly attended the Chief's Association meeting on Tuesday, November 6 at the South San Francisco Police Department.
- Chief Connolly co-taught a rifles training course for officers here at the department.
- Chief Connolly attended the Michael Nevin ribbon cutting ceremony organized by Supervisor Canepa's office.
- Shawna Maltbie, the City Manager of Daly City and I met for an introductory meeting.
  - There will be no more annexations while she's in office
  - Regarding the parking issues; it's her belief that there must be some agreement from the past. She will do some research to see if any documentation exists
- No Legislation updates
- On December 14<sup>th</sup>, we will be doing a department photo, start time is 7:00 at Woodlawn Cemetery, Commissioners are welcome.

**Vacation hours:** 720  
**Comp-time hours:** 373

**CORRESPONDENCE:**

- None

**OLD BUSINESS:**

- None

**NEW BUSINESS:**

- None

**RESOLUTIONS:**

- None

**CLOSED SESSION:**

- None

**NOTICE OF ADJOURNMENT:**

- None

**GOOD OF THE ORDER:**

- None

**ADJOURNMENT:**

The meeting adjourned at 7:32 PM. The next meeting is tentatively scheduled for Tuesday, January 7, 2019, at 7:00 PM.

- Motion for adjournment made by: Commissioner Koh, 2<sup>nd</sup> by Commissioner Kucharszky.

Respectfully submitted,

James Kucharszky  
Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

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Minutes of: July 9, 2019

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

**PRESENT:**

Commissioners: Commissioner Sylvia Koh, Commissioner Hutchens and Commissioner James Kucharszky, Chief Michael Connolly and concerned citizens in attendance.

Pledge of Allegiance.

**MINUTES:**

The minutes of the June 11, 2019, commission meeting were approved as submitted.

- Motion by: Commissioner Hutchens, 2<sup>nd</sup> by Commissioner Kucharszky – unanimously approved & accepted

**PUBLIC COMMENTS:**

- None

**TREASURER'S REPORT:**

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$263,029.89	\$7,987.60

- Motion by: Commissioner Kucharszky, 2<sup>nd</sup> by: Commissioner Hutchens to approve the warrants and deposits for June 2019. –unanimously approved & accepted.

**CHIEF OF POLICE REPORT:**

For the month of June:

INCIDENTS  
522

CALLS FOR SERVICE  
492

RESERVE HOURS  
312

**June Events:**

- The 2<sup>nd</sup> Annual District clean-up will be on July 20<sup>th</sup>, request from Supervisor Canepa's office to know if any of the Commissioner's will be in attendance.
  - Public Health will come out to discuss education on public health
- Crime statistics are 50% down on burglaries in the District
- Commissioner Hutchens recognized the Reserves for volunteering their time and protecting us all.
- 4 cars were deployed for the 4<sup>th</sup> of July-extra coverage for the holiday.
  - 2 officers provided assistance to Pacifica PD

**CORRESPONDENCE:**

- Thank you from Chief Steidle of Pacifica PD for participating in the 3rd Kids n Kops Day held at Sea Bowl on Saturday, June 10<sup>th</sup>.
- Thank you from Chief Barberini of San Bruno PD for our participation in the 39<sup>th</sup> Annual Police Recognition Day event held in May 2019 at Tanforan Mall.

**OLD BUSINESS:**

- Special meeting held on June 13<sup>th</sup> at the Broadmoor Community Center
  - Commissioner Koh felt it was a very successful meeting re: concerns of dissolving the PD
  - A very significant turnout (30-40 people)
  - Looks forward to a continued partnership with the BPOA
  - Former Chief Parenti addressed the financials of the Broadmoor Police Department and demonstrated that the budget is in the black. The claims that the department was operating in a deficit was incorrect.

**NEW BUSINESS:**

- None

**RESOLUTIONS:**

- None

**CLOSED SESSION:**

- Personnel matters
- Meeting Adjourned for closed session at 7:40 PM.
- In the closed session it was decided that we will re-engage in the Special District Association
  
- Motion by: Commissioner Koh, 2<sup>nd</sup> by: Commissioner Hutchens for items discussed in closed session to re-engage in Special District Association- Unanimously approved.
  
- Motion by: Commissioner Koh, 2<sup>nd</sup> by: Commissioner Hutchens for items discussed in closed session to remain confidential- Unanimously approved.

**BEGAN:** 7:45 PM**ENDED:** 8:26 PM

**NOTICE OF ADJOURNMENT:**

- None

**GOOD OF THE ORDER:**

- None

**ADJOURNMENT:**

The meeting adjourned at 8:29 PM. The next meeting is scheduled for Tuesday, August 13, 2019, at 7:00 PM.

- Motion for adjournment made by: Commissioner Koh, 2<sup>nd</sup> by Commissioner Kucharszky.

Respectfully submitted,

James Kucharszky  
Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

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Minutes of: June 11, 2019

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

**PRESENT:**

Commissioners: Commissioner Sylvia Koh, Commissioner Hutchens and Commissioner James Kucharszky, Chief Dave Parenti, soon to be Chief Mike Connolly and concerned citizens in attendance.

Pledge of Allegiance.

**APPOINTMENT:**

New positions on the Board were approved as submitted.

Ralph Hutches will remain as Treasurer  
James Kucharszky will become the Secretary  
Sylvia Koh will become the Chair

- Motion by Commissioner Hutchens, 2<sup>nd</sup> by: Commissioner Kucharszky – unanimously approved & accepted.

**MINUTES:**

The minutes of the May 14, 2019, commission meeting were approved as submitted.

- Motion by: Commissioner Koh, 2<sup>nd</sup> by Commissioner Hutchens – unanimously approved & accepted

**PUBLIC COMMENTS:**

- Pastor David Smith, President of the Homeowners Association thanked Chief Parenti and Chief Connolly for reaching out to him regarding an alleged petition that was going to be circulating to the homeowners; apparently this situation never occurred.
- According to Marie Brizuella, there was no motion made by the BPOA for the petition to dissolve the BPD. They did however approve the individual to continue to look into/research the community's options should the department fail financially. The whole grounds to the concern was erroneous as they did not have accurate financial data for the department.
- Marie Brizuella passed out invitations to a Town Hall Meeting for Thursday, June 13<sup>th</sup> at 7p.m.

- It was confirmed that at a Town Hall meeting, all Commissioners may be present, but only one can be designated to speak.

**TREASURER’S REPORT:**

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$100,679.27	\$16,547.03

- Motion by: Commissioner Koh, 2<sup>nd</sup> by: Commissioner Hutchens to approve the warrants and deposits for May 2019. –unanimously approved & accepted.

**CHIEF OF POLICE REPORT:**

For the month of May:

INCIDENTS

549

CALLS FOR SERVICE

524

RESERVE HOURS

318

**May Events:**

- Chief Parenti & Commissioner Koh will attend the Homeowner’s Association meeting on Thursday, June 13<sup>th</sup>.Thurs
- Chief Connolly will be sworn in on Tuesday, June 25<sup>th</sup> at the Colma Community Center
- Chief attended the N. County Chiefs meeting on Tuesday, June 4<sup>th</sup> at Colma PD
- Attended Colma Fire departments BBQ that they host every 5<sup>th</sup> Thursday

Chief Parenti thanked the Board for having him as the Interim Chief.

**CORRESPONDENCE:**

- Thank you letter from Chief Barberini for our participation in San Bruno PD’s 37<sup>th</sup> Police Day held at Tanforan mall.
- Chief Steidle of Pacifica PD sent a thank you letter for our participation at the annual Kops n Kids event held at Sea Bowl.

**OLD BUSINESS:**

- Second and Final Reading of the 2019/2020 Budget was approved at the last meeting.
- Discussion and possible approval for 5% increase for the year 2019/2020 override tax was also approved.

**NEW BUSINESS:**

- None

**RESOLUTIONS:**



- None

**CLOSED SESSION:**

- Meeting Adjourned for closed session at 7:55 PM.

**BEGAN:** 7:55 PM                      **ENDED:** 8:40 PM

- Motion by: Commissioner Koh, 2<sup>nd</sup> by: Commissioner Hutchens for items discussed in closed session confidential- Unanimously approved.

**NOTICE OF ADJOURNMENT:**

- None

**GOOD OF THE ORDER:**

- None

**ADJOURNMENT:**

The meeting adjourned at 8:50 PM. The next meeting is scheduled for Tuesday, July 9, 2019, at 7:00 PM.

- Motion for adjournment made by: Commissioner Koh, 2<sup>nd</sup> by Commissioner Kucharszky.

Respectfully submitted,

James Kucharszky  
Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

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Minutes of: March 12, 2019

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

**PRESENT:**

Commissioners: Michael Connolly, Commissioner Sylvia Koh and Commissioner Hutchens, Chief Dave Parenti, legal counsel for the Broadmoor Police Protection District and concerned citizens in attendance.

Pledge of Allegiance.

**MINUTES:**

The minutes of the February 12, 2019, commission meeting were not recorded due to a tape recorder malfunction.

- Meeting started at 7:00 PM, ended at 8:30 PM
  - Present was Commissioner Connolly, Commission Koh and Chief Parenti; Commissioner Hutchens was excused and concerned citizens.
  - The minutes of December 11, 2018 were read
- 
- Motion by: Commissioner Connolly, 2<sup>nd</sup> by Commissioner Koh – unanimously approved & accepted.

**TREASURER'S REPORT:**

December 11, 2018

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$77,348.26	\$16,153.78

January 8, 2019

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$72,976.21	\$14,534.97

February 12, 2019

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$65,073.66	\$18,617.75

March 12, 2019

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$61,713.88	\$24,785.72

- Motion by: Commissioner Connolly, 2<sup>nd</sup> by: Commissioner Koh to approve the warrants for December 2018 through March 2019. –unanimously approved & accepted.

**PUBLIC COMMENTS:**

- Marie Brizuela asked about lawsuits against the Police Department. Commissioner Connolly confirmed that the closed session was to discuss lawsuits with counsel.
- Easter Egg Hunt will take place on Saturday, April 20, 2019.

**CLOSED SESSION:**

- Motion by: Commissioner Hutchens, 2<sup>nd</sup> by: Commissioner Koh to go into a closed session. Unanimously approved
- Meeting Adjourned for closed session at 7:12 PM

**BEGAN:** 7:12 PM                      **ENDED:** 9:11 PM

- Discussion was personnel and litigation related
- Commissioner Connolly requests that all discussed in closed session be kept confidential
- Motion by: Commissioner Hutchens, 2<sup>nd</sup> by: Commissioner Connolly for confidentiality of closed session- Unanimously approved.

**CHIEF OF POLICE REPORT:**

For the month of February:

<u>INCIDENTS</u>	<u>MILES</u>
475	
<u>CALLS FOR SERVICE</u>	<u>RESERVE HOURS</u>
458	310.25

**February Events:**

- Chief attended the North County Chief’s meeting on February 5<sup>th</sup>.
- A big project will start from the old Motorville to Estrada’s; hoping that Daly City will not try to take jurisdiction for this area.
- The department purchased updated radios for the officers. Chief Parenti was able to get new radios made by Kenwood for \$14,000?
  - Old radios will be checked to see if we can salvage some for emergency use

Vacation Hours: 488.5                      Comp-time Hours: 289.5

**CORRESPONDENCE:**

- Thank you card from the Turner's
- Sergeant Marfak Campbell from the US Dept. of the Interior wrote a letter about the outstanding training provided by Officer Landi from the CHP.
- Letter from Teamsters Local 856

**Health Break:****BEGAN:** 9:21 PM**ENDED:** 9:30 PM**OLD BUSINESS:**

- None

**NEW BUSINESS:**

- First reading of the 2019/2020 Budget; Commissioner Connolly made a motion to table the first reading until the April meeting.
- Motion by: Commissioner Connolly, 2<sup>nd</sup> by: Commissioner Hutchens, unanimously approved.

**RESOLUTIONS:**

- None

**FIRE COMMISSIONERS REPORT:**

- None

**SPECIAL DISTRICTS REPORT**

- New Representative is not represented by anyone on the Board.

**LAFCO REPORT:**

- Would like to meet with Chief Parenti and Commissioner Connolly

**NOTICE OF ADJOURNMENT:**

- None

**GOOD OF THE ORDER:**

- None

**ADJOURNMENT:**

The meeting adjourned at 9:33 PM. The next meeting is scheduled for Tuesday, April 9, 2019, at 7:00 PM.

- Motion for adjournment made by: Commissioner Hutchens, 2<sup>nd</sup> by Commissioner Koh.

*Re-opening the meeting*

**BEGAN:** 9:35 PM

**ENDED:** 9:46 PM

Commissioner Hutchens wanted to know what actions have been taken for the upcoming search for Chief. Chief Parenti will be leaving for vacation on June 28, 2019 and is recommending Mike Connolly for the new Chief of Police. Hopefully the transition will take place upon return.

- Announce at the next meeting that we are accepting applications for the open Commissioner spot to replace Commissioner Connolly.
- Proposal for Commissioner Connolly to have a technical swearing in on May 28, 2019 followed by a one month leave. The ceremonial swearing in will be TBA.
- Chief Parenti will remain the acting Chief through June 2019.

Motion by: Commissioner Hutchens, 2<sup>nd</sup> by: Commissioner Koh for Michael Connolly to be the next Chief of Police of Broadmoor.

- Motion for adjournment made by: Commissioner Hutchens, 2<sup>nd</sup> by Commissioner Connolly.

Respectfully submitted,

Sylvia Koh  
Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

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Minutes of: May 14, 2019

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

**PRESENT:**

Commissioners: Michael Connolly, Commissioner Sylvia Koh, Commissioner Hutchens and appointed Commissioner James Kucharszky, Chief Dave Parenti and concerned citizens in attendance.

Pledge of Allegiance.

**MINUTES:**

The minutes of the April 9, 2019, commission meeting were approved as submitted.

Motion by: Commissioner Connolly, 2<sup>nd</sup> by Commissioner Hutchens – unanimously approved & accepted

The minutes of the April 16, 2019, Special meeting were approved as submitted.  
*(Let the record be noted that Chief Parenti confirmed the handbook & Brown Act state that the agenda is to be posted 72 hours in advance).*

- Motion by: Commissioner Hutchens, 2<sup>nd</sup> by Commissioner Koh – unanimously approved & accepted.

**TREASURER'S REPORT:**

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$85,510.43	\$26,032.34

- Motion by: Commissioner Connolly, 2<sup>nd</sup> by: Commissioner Koh to approve the warrants and deposits for May 2019. –unanimously approved & accepted.

**PUBLIC COMMENTS:**

- An anonymous call was made to inform the Chief that at a Community Meeting there were talks of a petition regarding disbandment of our Police Department
  - Mr. Wu announced that the source originated from a Broadmoor Homeowner's Association meeting

- At the last BPOA meeting, a resident of Broadmoor, Andrea Hall expressed concern and feels there is no cause for raising the homeowners property taxes.
  - A motion was made to approve a petition to close the Broadmoor PD
- Marie Brizuella extended her congratulations to the new Commissioner, James Kucharszky

**CHIEF OF POLICE REPORT:**

For the month of May:

INCIDENTS

549

CALLS FOR SERVICE

524

RESERVE HOURS

318

**May Events:**

- Chief attended the N. County Chief’s Meeting that was hosted by our department
- Chief Associations meeting

**CORRESPONDENCE:**

- None

**OLD BUSINESS:**

- First Reading of the 2019/2020 Budget.

**NEW BUSINESS:**

- The budget was amended by adding page numbers and a definition of each account; no monetary changes were made.
  - Once finalized we will adopt the new budget
  - Salary of Administrative Assistant
    - Commissioner Koh would like Administrative Assistant’s tasks noted
    - Marie Brizuella asked for Job Specifications for each employee
- The Commission accepts submitted budget with numerated pages and descriptions of accounts. Additionally, Commissioner Connolly will present mid-year actuals and any increases in job duties and specs.
- Motion by: Commissioner Connolly, 2<sup>nd</sup> by Commissioner Hutchens – unanimously approved & accepted.

**RESOLUTIONS:**

- 2019-2020-02 June 30, 2019
- 5% property tax increase for FY 2019/2020
  - Single family dwelling \$438.00
  - Multiple residential \$438.00
  - Residential Board of Care Facility (Per bed) \$365.00

- Commercial or Industrial \$957.00
- Un-improved property \$142.00
- Resolution was approved; vote carries by all Commissioners

**CLOSED SESSION:**

- Meeting Adjourned for closed session at 7:48 PM

**BEGAN:** 7:48 PM                      **ENDED:** 9:09 PM

- Motion by: Commissioner Connolly, 2<sup>nd</sup> by: Commissioner Hutchens for confidentiality of closed session- Unanimously approved.

**NOTICE OF ADJOURNMENT:**

- Jack Joyce

**GOOD OF THE ORDER:**

- None

**ADJOURNMENT:**

The meeting adjourned at 9:12 PM. The next meeting is scheduled for Tuesday, June 11, 2019, at 7:00 PM.

- Motion for adjournment made by: Commissioner Hutchens, 2<sup>nd</sup> by Commissioner Koh.

Respectfully submitted,

Sylvia Koh  
Secretary





**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

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Minutes of November 12, 2019

The meeting was called to order at 7:22 PM, by Commissioner Koh.

**PRESENT:**

Commissioners: Commissioner Sylvia Koh, Commissioner James Kucharszky, Chief Michael Connolly and Officer Khedr are in attendance. Commissioner Hutchens is excused.

Pledge of Allegiance.

**MINUTES:**

The minutes of the October 8, 2019, commission meeting was approved as submitted.

- Motion by: Commissioner Koh, 2<sup>nd</sup> by Commissioner Kucharszky – unanimously approved & accepted

**PUBLIC COMMENTS:**

- None

**TREASURER'S REPORT:**

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$92,940.33	\$14,604.63

- Motion by: Commissioner Koh, 2<sup>nd</sup> by: Commissioner Kucharszky to approve the warrants and deposits for November 2019. –unanimously approved & accepted.

**CHIEF OF POLICE REPORT:**

**November Events:**

Total Incidents:	612
Calls for Service:	574
Total Reserve Hours:	342

- Chief Connolly attended the Broadmoor Property Owners meeting
  - Discussed a first responders appreciation day. With the upcoming holidays, it's looking like a spring date. Additionally, on social media a

discussion was started about a first responders and earthquake class. Surveys have been put out to see what the interest level is

- Supervisor Canepa invited the Commission to the Re-dedication of Michael Nevin Plaza on Saturday, November 16<sup>th</sup>
  
- Chief Connolly attended the North County Chief's meeting on Tuesday, November 5<sup>th</sup>. The only significant discussion was about the recent number of auto burglaries within the county.
- No Legislation, LAFCO or Special Districts meeting/updates.
- CORA will conduct a training for our officers
- Candy Cane Day will be December 14<sup>th</sup>
  - Department photo may occur prior

**Vacation hours:** 810

**Comp-time hours:** 429

**CORRESPONDENCE:**

- None

**OLD BUSINESS:**

- None

**NEW BUSINESS:**

- None

**RESOLUTIONS:**

- None

**CLOSED SESSION:**

- None

**NOTICE OF ADJOURNMENT:**

- None

**GOOD OF THE ORDER:**

- None

**ADJOURNMENT:**

The meeting adjourned at 7:39 PM. The next meeting is scheduled for Tuesday, December 10, 2019, at 7:00 PM.

- Motion for adjournment made by: Commissioner Koh, 2<sup>nd</sup> by Commissioner Kucharszky.

Respectfully submitted,

James Kucharszky  
Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

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Minutes of October 8, 2019

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

**PRESENT:**

Commissioners: Commissioner Sylvia Koh, Commissioner James Kucharszky, Chief Michael Connolly and concerned citizens in attendance. Commissioner Hutchens is excused.

Pledge of Allegiance.

**MINUTES:**

The minutes of the September 10, 2019, commission meeting was approved as submitted.

- Motion by: Commissioner Koh, 2<sup>nd</sup> by Commissioner Kucharszky – unanimously approved & accepted

**PUBLIC COMMENTS:**

- Marie Brizuela requests that the minutes be posted prior to the meeting.

**TREASURER'S REPORT:**

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$63,083.78	\$66,485.72

- Motion by: Commissioner Koh, 2<sup>nd</sup> by: Commissioner Kucharszky to approve the warrants and deposits for September 2019. –unanimously approved & accepted.

**CHIEF OF POLICE REPORT:**

**September Events:**

Total Incidents:	500
Calls for Service:	472
Total Reserve Hours:	n/a

- Chief Connolly attended a meeting on 9/17 at the San Bruno Police Department with Chiefs and LifeMoves which is a homeless outreach program

- 1-year grant from last year; grant has expired and LifeMoves is looking for a renewal.
- We will not be able to fund the same dollar amount
- Chief Connolly attended a LAFCO meeting on 9/18
  - Discussed Sphere of Influence
- Sgt Logan attended the BPOA meeting on 9/19
- Chief Connolly attended the North County Chief's meeting and the Chief's Association/Admin Appreciation Luncheon
  - Recognition of Chief's Executive Assistants
  - Discussion of how we continue to improve and evolve in dealing w/ redundancies within our different administrations

**Vacation hours:** 802  
**Comp-time hours:** 364

- In the Chief's initial district assessment there was an issue he identified which were the parking meters along the northern boundaries on San Pedro Rd. & El Camino Real.
  - Sought counsel w/ county counsel; there's a huge ambiguity
  - There is assertion by county that they entered into an agreement with Daly City which I challenge because they had no authority to do that, nor is there existing paperwork for this agreement
  - Boundary lines are being investigated to see if these assertions are correct
  - If we move forward and challenge the agreement, it would be costly to both fight and/or investigate the matter
  - Chief Connolly would like to defer to the Commissions discretion for next steps

**CORRESPONDENCE:**

- None

**OLD BUSINESS:**

- None

**NEW BUSINESS:**

- None

**RESOLUTIONS:**

- None

**CLOSED SESSION:**

- Meeting Adjourned for closed session at 7:25 PM

**BEGAN:** 7:25 PM

**ENDED:** 8:50 PM

- Motion by: Commissioner Koh, 2<sup>nd</sup> by: Commissioner Kucharszky for confidentiality of closed session- Unanimously approved.

**NOTICE OF ADJOURNMENT:**

- None

**GOOD OF THE ORDER:**

- None

**ADJOURNMENT:**

The meeting adjourned at 8:51 PM. The next meeting is scheduled for Tuesday, November 12, 2019, at 7:00 PM.

- Motion for adjournment made by: Commissioner Koh, 2<sup>nd</sup> by Commissioner Kucharszky.

Respectfully submitted,

James Kucharszky  
Secretary



## BOARD OF POLICE COMMISSIONERS

Broadmoor Police Protection District

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Minutes of September 10, 2019

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

### **PRESENT:**

Commissioners: Commissioner Sylvia Koh, Commissioner Hutchens and Commissioner James Kucharszky, Chief Michael Connolly, Officer Bianchi and concerned citizens in attendance.

Pledge of Allegiance.

### **MINUTES:**

The minutes of the August 13, 2019, commission meeting was approved as submitted.

- Motion by: Commissioner Koh, 2<sup>nd</sup> by Commissioner Kucharszky – unanimously approved & accepted

### **PUBLIC COMMENTS:**

- None

### **TREASURER'S REPORT:**

<u>WARRANTS</u>	<u>DEPOSITS</u>
\$59,866.50	\$1401.00

- Motion by: Commissioner Hutchens, 2<sup>nd</sup> by: Commissioner Koh to approve the warrants and deposits for August 2019. –unanimously approved & accepted.

### **CHIEF OF POLICE REPORT:**

#### **August Events:**

Total Incidents:	589
Calls for Service:	564
Total Reserve Hours:	391

- Met with Supervisor Canepa about the Park Plaza RV situation
- Chief Connolly attended all Chiefs meetings in August (CWI, N. County Chiefs and Association Chiefs meetings)

- Chief Connolly attended National Night out with Colma & Daly City PD's
- Chief Connolly met with District Attorney Steve Wagstaff about the state of the District and it went very well. He's very proactive about working with agencies to prosecute cases.
- Chief Connolly met with Holy Angels Principal before the school year started
  - Discussed parking issues that they've experienced
  - Getting their green zone re-painted
- Chief Connolly met w/ County Code Enforcement; they have 2 officers dedicated to the whole county
  - Discussed jurisdictional properties, easements
  - All easements belong to the residents, county no longer has access
  - Who is responsible for the easement on Sweetwood?
    - Can we sell it
    - Who has ownership?
  - Chief Connolly will be meeting with Fire Chief Balton to discuss if they need to push county on this issue
- Chief Connolly attended BPOA meeting
- Chief Connolly met w/ Garden Village Principal and attended their back to school BBQ on 9/7
- Identify owner of San Pedro Rd., Reiner and El Camino parking meters
  - Reached out to County Counsel and asked them to investigate how Daly City is taking revenue for parking meters when this is Broadmoor jurisdiction
- Broadmoor S/C-Garden Village Lane, the street signs are green which indicates that they belong to Broadmoor
  - There are 6 more meters that again, we are not collecting revenue on
  - County Counsel again has been asked to research this matter
- Chief did a walk through with San Mateo County Public Works department and Daly City PD
  - They want to put a bike path (Colma Bart, San Pedro, 87<sup>th</sup>)
  - Discussions are taking place between the County and Special District

### **CORRESPONDENCE:**

- Lt. Ron Mussman sent a letter thanking us for making a donation and being a Bronze Sponsor in support of the Daly City Police Athletics League
- Letters from Foster City Chief thanking us for our thank you letter re: carjacking
- Letter thanking Chief Connolly from Chief Scott of San Francisco PD for the commendation letter regarding assistance of carjacking incident
- Letter thanking Chief Connolly for letter of recognition for assistance of carjacking from Sheriff Bolanos
- Chief Stratton thanking our department for joining their PD and support of National Night Out

### **OLD BUSINESS:**

- Painting of curbs for Uber and parking
  - Macarthur and Midway corner
- This is a county issue, Chief Connolly will research further with Public Works



**NEW BUSINESS:**

- None

**RESOLUTIONS:**

- None

**CLOSED SESSION:**

- None

**NOTICE OF ADJOURNMENT:**

- None

**GOOD OF THE ORDER:**

- Officer Bianchi was named President of the Broadmoor Police Officers Association

**ADJOURNMENT:**

The meeting adjourned at 8:04 PM. The next meeting is scheduled for Tuesday, October 8, 2019, at 7:00 PM.

- Motion for adjournment made by: Commissioner Koh, 2<sup>nd</sup> by Commissioner Kucharszky.

Respectfully submitted,

James Kucharszky  
Secretary