

Broadmoor Police Protection District Minutes of the March 10, 2026 Regular Meeting

- 1. Call to Order:** Meeting is called to order at 7:00 p.m. Chair Aguerre leads the Pledge of Allegiance.
- 2. Roll Call:** Commissioners Aguerre, Hall, and Hutchens are present. Chief of Police and District Manager Michael Connolly, District Counsel Paul Davis, and members of the public are also present. A quorum is established.

Chair Aguerre announces that Agenda Item 7(a) will be taken out of order and heard first, before returning to the regular order of the agenda beginning with Item 3.

7(a). Presentation by Stephanie Smith; Discussion of Compensation and Possible Action Appointing District Proctor:

Chief Connolly introduces Stephanie Smith, who appears via Zoom along with Corporal Roger Rouse.

Ms. Smith provides an opening statement, noting she is a Master Municipal Clerk with 35 years of experience across four jurisdictions. She currently consults for public agencies and special districts through Best Best & Krieger, providing election support to municipal clients. She served as President of the California Municipal Clerks Association and has trained at the Master Municipal Clerk's Academy.

Commissioner Hall asks about Ms. Smith's experience with special districts specifically. Ms. Smith explains there are few substantive differences between cities and special districts regarding Brown Act compliance and meeting procedures.

Commissioner Hall asks how many board members serve on the Joint Powers Authority. Ms. Smith responds that it has nine members. Counsel Davis asks whether a three-member board presents any unique challenges. Ms. Smith states it does not.

Chair Aguerre asks about anticipated monthly time commitment. Ms. Smith estimates no more than five hours per month for one meeting, including meeting proctoring and preparation of draft minutes. Chief Connolly states the proposed compensation is \$60 per hour, which would cover monitoring the meeting, preparing draft minutes, and related correspondence with the Chief, Counsel, and the Commission Secretary.

Corporal Rouse provides an overview of the infrastructure to allow for remote meetings via Zoom. The Zoom meeting will be integrated into the District website under a dedicated commission page, with a link posted alongside the agenda. Meetings will be recorded and archived through Zoom's cloud service.

Chair Aguerre moves to appoint Stephanie Smith and approve the compensation package as the District's Proctor of online interactive meetings. Commissioner Hall seconds.

Roll Call Vote:

Commissioner Hutchens: Aye

Commissioner Hall: Aye

Chair Aguerre: Aye

3. Public Comment: Chair Aguerre opens public comment. There are no public comments on matters not on the agenda. Commissioner Hall notes that she completed the SB 87 financial training through the California Special Districts Association. Chair Aguerre states he also completed the training.

4. Chief of Police Report:

(a) Peregrine Data Sharing Platform: Chief Connolly reports that the San Mateo County Chiefs of Police Association discussed transitioning from the C3 AI data-sharing platform to a new platform called Peregrine. He explains that C3 AI was a multi-million dollar grant-funded project that is reaching the end of its grant life. The County of San Mateo has offered to fund the first year and a half of Peregrine subscriptions. After that period, each department will contribute based on its number of users.

(b) Human Trafficking Initiative: Chief Connolly reports that in connection with the County Manager's allocation of funds for Peregrine, all agencies in the County have been requested to work collectively to combat human trafficking, with a focus on sexual exploitation. The District Attorney's office is dedicating staff and resources to the effort. Chief Connolly states he will serve as the liaison to the Chiefs of Police Association on the initiative and will report progress to the Commission.

(c) Roof Repair Scam Activity: Chief Connolly reports on recent roof repair scam activity in the District involving individuals who target elderly residents. He states the Department will prepare a community bulletin.

5. Consent Agenda:

(a) Approval of Minutes from February 10, 2026 Regular Meeting

(b) Approval of March 2026 Warrants and Deposits

Commissioner Hall moves to approve items (a) and (b) on the Consent Agenda. Commissioner Hutchens seconds.

Roll Call Vote:

Commissioner Hutchens: Aye

Commissioner Hall: Aye

Chair Aguerre: Aye

6. Closed Session [Potential Litigation – Government Code §54956.9]:

At 8:01 p.m., the Commission enters closed session to discuss, without taking action, a Government Claim filed against the District. The Commission exits closed session and returns to open session at 8:34 p.m.

7(b). Discussion and Action Delegating Authority to Settle Small Claims Not to Exceed \$5,000:

Chair Aguerre opens public comment on this item. There is no public comment.

Counsel Davis presents a staff report proposing Resolution 2026-2, which would delegate to the Chief of Police, with the consent of District Counsel, the authority to compromise and settle claims against the District not exceeding \$5,000 per claim, pursuant to Government Code § 935.4. He explains this would avoid the need to tender small claims to the District's insurance carrier, thereby avoiding potential premium increases. Chief Connolly confirms the District's liability insurance deductible is \$250,000.

Commissioner Hall asks how the \$5,000 figure would be applied in practice, including whether individuals rights that are part of a larger claim could be negotiated down to \$5,000 and then settled unilaterally. Chief Connolly explains that if a claim can be negotiated to \$5,000 or under, it would be settled under this authority with Counsel's guidance; otherwise, the claim would be reported to the insurance carrier.

Commissioner Hall also questions whether claims would still need to be reported to the District's liability insurer regardless of this delegation, given that insurance policies and applications for insurance require reporting all claims regardless of the amounts.

Kal Courtney, resident, asks why the matter could not simply go before the Commission, given that meetings occur monthly. Counsel Davis explains the delegation is intended for minor claims such as wrongful tows or minimal property damage.

After discussion, the Commission agrees to table the item to allow for revised language.

7(c). Action to Correct Nunc Pro Tunc to December 9, 2025, Typographical Errors in District's Payrate Schedule:

Chair Aguerre explains that the Payrate Schedule attached to Resolution 2025/26-04 contains typographical errors resulting from a Word-to-PDF conversion, which caused the Corporal and Police Officer IV salary fields to be duplicated identically. Counsel Davis notes an additional minor rounding discrepancy between the Corporal and Police Officer IV 5% Intermediate Certificate rows that cannot be corrected until the next round of negotiations, expected in May.

Commissioner Hutchens moves to correct the District's published Payrate Schedule nunc pro tunc to December 9, 2025, and to replace the current attachment to Resolution 2025/26-04 with the corrected Payrate Schedule (Attachment 3). Commissioner Hall seconds.

Roll Call Vote:

Commissioner Hutchens: Aye

Commissioner Hall: Aye

Chair Aguerre: Aye

The motion passes unanimously. The corrected Payrate Schedule replaces the one currently attached to Resolution 2025/26-04.

7(d). Discussion and Possible Action on County’s Settlement of Tax Litigation with Genentech:

Christine Taliva’a Aguerre, resident, explains that she works in the County Assessor’s office and that Genentech files assessment appeals regarding its property taxes annually and that these disputes have been ongoing for decades. She notes that the current settlement covers only tax years 2000 through 2005, and that appeals for tax years 2006 through 2024 remain unresolved. She explains the difference between secured and unsecured property taxes and notes that declining demand for life science laboratory space may result in further assessment reductions going forward.

Chief Connolly questions why the District’s share of \$13,764.10 exceeds the City of South San Francisco’s share, given that Genentech is located within that city. Counsel Davis reports that the San Mateo County Tax Collector’s office has not responded to his letter requesting the legal authority and calculation methodology behind the District’s apportionment. Commissioner Hall suggests the District’s share may derive from its allocation of ERAF (Excess Education Revenue Augmentation Fund) monies rather than direct property tax revenue.

The Commission takes no action.

7(e). Report of Closed Session:

There was no reportable action taken in the closed session. Chair Aguerre moves to take no action on the Government Claim discussed in closed session. Commissioner Hutchens seconds.

Roll Call Vote:

Commissioner Hutchens: Aye

Commissioner Hall: Aye

Chair Aguerre: Aye

The motion to take no action passes unanimously.

8. Adjournment: Commissioner Hall moves to adjourn the meeting and set the next regular meeting for April 14, 2026, at 7:00 p.m. at 388 Eighty-Eighth Street, Broadmoor Village, California. Commissioner Hutchens seconds.

Roll Call Vote:

Commissioner Hutchens: Aye

Commissioner Hall: Aye

Chair Aguerre: Aye

The motion passes unanimously. The meeting is adjourned at 9:21 p.m.

Next Meeting: The next regular meeting of the Police Commission will be held on April 14, 2026, at 7:00 p.m. at 388 Eighty-Eighth Street, Broadmoor Village, California.

Respectfully submitted,

/s/ Commissioner Andrea M. Hall, Secretary