



**CITY OF SAN BRUNO
CITIZENS' CRIME PREVENTION COMMITTEE**

Approved at the July 9, 2015 Meeting

**May 14th 2015 - 7:00 p.m.
San Bruno City Hall - 567 El Camino Real
Capuchino Conference Room #113**

1. **Meeting called to Order by:** Committee Chair Robert Riechel at 7:10 p.m. in City Hall Conference Room #113.
2. **Roll Call:** showed Peter Carey (present), Anne Dellinger (excused), Roberto Donlucas (excused), Marie Kayal (present), Brandon Lau (absent), Mary Mahon (present), Robert Riechel (present). Also present were Rich Wong (guest), Robert Barnett (guest), and SBPD Corporal Howard Hoyer. A quorum was present. Marie advised she will miss (be excused) the June 11th 2015 meeting but she will try and send her reports.
3. **Approval of Minutes:** Marie moved and Peter seconded the motion to approve the minutes of the April 9th 2015 minutes as distributed. Motion passed 3 yes and Mary abstaining as she was not present at the April 2015 meeting.
4. **Communications & Announcements:** None
5. **Staff Reports:** None
6. **Public Comment on items not on the agenda** – Rich Wong advised Cpl. Hoyer of some street sign graffiti near his neighborhood. Cpl. Hoyer advised Rich of the City's Graffiti Hotline number 650-616-7141 and how the process worked. Cpl. Hoyer told Rich he would notify the Street Department, since the graffiti was on a City street sign.

Robert Barnett asked Cpl. Hoyer some questions about Police procedures for mandatory registrants living in San Bruno. Cpl. Hoyer gave input to his questions.

7. **Business:**

a. **Neighborhood Watch** –

There was no update on New Block(s) in forming stages.

A discussion on a guide line document on "How to set up a Neighborhood Watch" was postponed until the next meeting.

Committee members confirmed that the Library, City Hall, and the Senior Center have sufficient copies of our two brochures. Anne had asked for additional copies which Cpl. Hoyer will arrange to deliver since Anne was not present.

b. **Crime Tips** –

Mary moved and Marie seconded the motion to approve the "Form a Neighborhood Watch Block" tip. Motion passed unanimously. Mary moved and Marie seconded the motion that our second tip be "Phone & Internet Scams". Motion passed unanimously. Corporal Hoyer will confirm Spanish translations and provide to Miriam at San Bruno Cable for posting.



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c. San Bruno Police Department's Emergency Contact List Distribution –

The Emergency Contact List distribution needs to be delivered to just one more business to complete the San Bruno Ave businesses. Cpl. Hoyer advised that the forms are being returned at a high percentage rate & he thanked the committee for their work from the SBPD.

d. New Activities –

No update on new committee activities including Neighborhood Watch blocks contacted. Item postponed to the next meeting.

The Saturday May 16th 2015 Police Recognition Day at Tanforan event signup sheet was updated and all shifts were filled with at least one committee member, to staff our table. Cpl. Hoyer gave an update on the events and what was happening for Police Recognition Day coming this Saturday.

The question was asked if the committee would be manning an information table at City Park for the Posy Parade and no action was taken.

Peter moved and Marie seconded the motion that we will request that our yearly committee report to the Council be on Tuesday June 23rd 2015. Motion passed unanimously. Chair Riechel will contact City Manager Jackson, Mayor Ruane, and City Clerk Bonner with this request.

A draft copy of our proposed 2015 Committee report to the Council was discussed and it was agreed that Mary, Marie, and Cpl. Hoyer will modify the draft and bring a final version to the June 11th 2015 meeting for final review. Mary and Marie will share in the actual presentation of our power point document and then Chair Riechel will make a few comments on our work on updating our By-Laws.

e. National Night Out August 4th 2015 -

Marie gave an update on her activities. There will be expanded fliers for each area actually holding a gathering. Marie will work with any Neighborhood Watch Group desiring to reserve a site in Grundy Park as their meeting place. It was agreed that the overflow site will be the Grundy Park site. SBPD, SBF, the Mayor, Council, Chief of Police, and maybe even a local legislator will be invited to the Grundy park location. SBPD will attempt to visit all Neighborhood Watch Groups that are having an event and request a visit.

Cpl. Hoyer passed around copies of the finished 2 sided National Night Out insert that was designed by the Committee. The insert was designed to advertise the upcoming National Night Out. The insert will be placed in the May/June City water bill that goes to all San Bruno addresses.

f. By-Laws -

Chair Riechel had talked to City Attorney Zafferano and Cpl. Hoyer will just confirm whether there are additional words needed to be inserted in our proposed By-Laws or that they are ok to present to the Council for their ratification.

g. New Brochures -

No Action taken on brochure(s) in the works (Credit Card Fraud). Postponed to the next meeting.



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h. Embracing Technology –

No discussion or action taken because Roberto was excused. Postponed to the next meeting.

i. Follow-up on items from residents from last meeting: (if any) –

No action needed

8. Adjournment at 8:05 p.m.

Minutes taken and transcribed by Robert Riechel