



**CITY OF SAN BRUNO
CITIZEN'S CRIME PREVENTION COMMITTEE**

Approved Minutes

**September 11th 2014 - 7:00 p.m.
San Bruno City Hall - 567 El Camino Real
Capuchino Conference Room #113**

1. **Call to Order:** Chair Riechel called the meeting to order at 6:55 p.m.
2. **Roll Call:** (quorum = 4) Roll Call Showed: Present Peter Carey, Frank Deering, Roberto Donlucas, Marie Kayal, Robert Riechel; excused Brandon Lau & Mary Mahon. Also present San Bruno Police Department Officer Howard Hoyer and visitor Captain Anthony Ciaburro with the San Jose Police Department. A quorum was present.
3. **Approval of Minutes:**
ACTION: Peter moved and Roberto seconded the motion to approve the minutes of the August 14th, 2014 meeting as SBPD approved and as circulated. Motion passed unanimously.
4. **Communications & Announcements:** San Jose Captain Ciaburro introduced himself and advised that he was applying for the open position of San Bruno Chief of Police and was here in San Bruno trying to understand how things were being done.

A couple of locations were reported where there still exists graffiti that has been called in more than once. Officer Hoyer advised he would look into why there appears to be a delay in getting it removed.

Chair Riechel reported that he had received an invitation to participate in a 3 hour Health & Safety Fair from 11:00 a.m. until 2:00 p.m. on Saturday October 25th, hosted by State Assemblyman Kevin Mullin at the Shops at Tanforan. Last year we participated in this event. Peter moved and Frank seconded the motion to participate in this year's event. Motion passed unanimously. Riechel will advise Assemblyman Mullin's office and sign and send the Tanforan liability form (same as we filled out last year). Roberto, Peter, Marie, and Riechel advised that they were available to man our information table. Riechel will coordinate our table manning schedule. Peter advised that he acquired a quote for 300 4-crayon packets at 25 cents each, and 500 at 20 cents each. Officer Hoyer advised he felt the SBPD would be able to cover the costs for 500 packs. Riechel advised he would request free donations of coloring books from Assemblyman Mullin and Senator Hill's office, as we have received previously.

Chair Riechel received communication from the San Bruno Garbage Company asking for the Citizens Crime Prevention Committee endorsement for some safety Halloween bags. The City of San Bruno Park and Recreation Division host a Halloween event and would like to give away Halloween bags to the children. The Garbage Company is going to pay for the bags. The bags will promote safety and will acknowledge the Citizens Crime Prevention Committee and the San Bruno Garbage Company.

5. **Staff Reports:** - Nothing to report.
6. **Public Comment on items not on the agenda**
Note: The State's Brown Act prohibits discussing or acting upon any matter not on the agenda pursuant to State Law. It is the Committee's policy to refer matters raised in this forum to committee member(s) for review and/or action where appropriate or to place the item on an agenda for a future meeting.

No one from the public desired to address the committee.



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7. Business:

a. Neighborhood Watch –

ACTION: Update and discussion on New Block(s) in forming stages. Riechel advised he had again tried to follow up with Marty Medina who was working on a new neighborhood watch block, in the Garden Ave area. Officer Hoyer and Riechel were helping Cecile Lavine who is trying to start a new neighborhood watch group in the Rollingwood neighborhood. Riechel had sent out the committee's initial "How To Start a Neighborhood Watch" packet to City Clerk Carol Bonner's friend.

Officer Hoyer briefly explained to Captain Ciaburro about our neighborhood watch program. Captain Ciaburro advised we could use any information or brochures from their web site www.sjpd.org. Chair Riechel asked each committee member to go to www.sjpd.org and see what they have on their site.

ACTION: Update on Brochure re-filling – The Library needs to be checked.

b. Crime Tips – Bilingual – Still need additional subjects.

ACTION: Peter moved and Roberto seconded the motion to approve our Domestic Violence awareness slide and our Alcohol & Drug assistance slide for September 2014 Cable English & Spanish Crime Tip(s). Motion passed unanimously. Officer Hoyer will provide Chair Riechel with the English and Spanish translations for his records and provide to Miriam at San Bruno Cable for posting.

ACTION: Initiate discussion on possibly also presenting a Chinese version of our tips. Frank moved and Roberto made the motion to take no action at this time on presenting our crime tips in Chinese. Motion passed unanimously.

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

ACTION: Update on distribution in Town Center Shopping Area. Peter still has one business to contact, then we will be complete.

ACTION: Update on distribution segments along El Camino Real. Most of El Camino has been completed.

ACTION: Approve distribution timing & segments along San Bruno Ave. This action will be taken upon after completing El Camino Real.

ACTION: Approve distribution timing & segments along Sneath Lane. This action will be taken upon after completing San Bruno Avenue.

d. New Activities:

ACTION: Initiate discussion on new committee activities including Neighborhood Watch blocks contacted. No action taken.

e. Membership:

ACTION: Update on Mary & Marie's shirts and ID Badges. Marie has her shirt and I.D. badge.

ACTION: Initiate discussion on how our committee might work with Disaster Preparedness Committee. After a discussion, Chair Riechel will send an E=Mail to the Disaster Preparedness Committee exploring the desire to consider working together and attending each other's monthly meetings and cross training.

ACTION: Review December election of Committee Chair & Committee Vice Chair. Update on who is up for possible re-appointment to the committee. Chair Riechel advised he had received notification from the Assistant City Clerk Hasha that members Deering, Donlucas, and Riechel's terms expire October 31st 2014 and they need to return the application if they desire to be considered for re-appointment to the committee. They do not need to be re-interviewed. Roberto stated he was sending in his application, Riechel was sending his in, and Frank had not made a decision if he wanted to be re-appointed.

Chair Riechel advised that to run for Chair for 2015, one needs to be a member of the committee for one



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year; there is no such requirement for assistant chair; and the secretary is an appointed position.

f. **National Night Out:**

ACTION: NNO August 4th 2015 – Begin discussion on our involvement. Marie will talk to Kris Gonzales regarding our committee taking some or all of her duties overseeing the National Night out event she has put on for three years, in her neighborhood.

Marie moved and Roberto seconded the motion that our Committee actively work to plan for a National Night Out Event August 4th 2015 in San Bruno. Motion passed unanimously. Mary & Marie will begin a discussion with Kris Gonzales.

g. **By-Laws:**

ACTION: Continue review of By-Laws changes suggested/needed. No action taken. Officer Hoyer still seeking clarification on section #9.

h. **Crayon Supply Options:**

ACTION: Continue discussion on supply, cost, quantities, and funding options. Officer Hoyer to confirm that SBPD will cover the cost for the first order and will order enough for use on the October 25th 2014 event planned at Tanforan Mall.

i. **New Brochures:**

ACTION: Initiate discussion on suggested new/revised brochure(s) Domestic Violence is in the works. Suggestions were discussed.

j. **Embracing Technology:**

ACTION: Initiate discussion on options to increase use of the City's web site for our committee. Officer Hoyer summarized where we stand and what we would like to know. Captain Ciaburro joined the discussion.

k. **Follow-up on items from residents from last meeting: (if any)** – Nothing to follow-up on.

8. **Adjournment:** Meeting adjourned at 8:15 p.m.

Next Meeting – October 9th, 2014 - 7:00 PM
San Bruno City Hall, Capuchino Conference Room #113

◀ Posted Pursuant To Law ▶