



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

Minutes

**January 10th, 2013 - 7:00 p.m.
San Bruno City Hall - 567 El Camino Real
Capuchino Conference Room #113**

These Minutes Approved March 14th 2013

1. **Call to Order:** Chair Riechel called the meeting to order at 19:02
2. **Roll Call:** (quorum = 4) Present: Peter Carey, Frank Deering, Coleen Geracimo, Brandon Lau, Robert Riechel, & Matthew Sum. Guests Steve Geracimo, Rose Urbach, & Councilman Rico Medina. Officer Tony Perkins sat in for Officer McCoy.
3. **Approval of Minutes:** Minutes of December 13th 2012 meeting.
ACTION: Peter Carey moved and Coleen Geracimo seconded the motion to approve the minutes for the December 13th 2012 meeting as circulated. Motion passed. It should be noted that we are unsure if the SBPD has reviewed and approved these minutes – so if not, we may need to approve an updated version.
4. **Communications & Announcements:** City Clerk Bonner had advised Chair Riechel that Brandon Lau had been duly sworn in for his 4 year term. City Clerk Bonner also advised that she had received a letter from John Dracopoulos resigning from our committee. Councilman Medina advised the process that the City uses to fill such vacancies. Steve Geracimo confirmed that he had submitted the proper form indicating his desire to be considered for appointment to the Crime committee. Chair Riechel reminded Brandon Lau, Matthew Sum & Coleen Geracimo that after Officer McCoy so arranges, they need to go to the SBPD to have their photos taken for our committee photo ids. Chair Riechel handed out a flier on the upcoming American Cancer Society's Relay For Life events to be held here in San Bruno.
5. **Staff Reports:** Officer Perkins briefly updated the committee on successful arrests and advised that one new officer was now on the street solo, another should be on the street solo in the next 2 weeks, and a third was about to finish his training. Officer Perkins advised that the most recent arrest relating to home burglaries was initiated by an observant citizen and additional observing citizens updated the SBPD as the suspect was observed at other locations. These residents were not neighborhood watch members BUT they acted as such.
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 speak.
7. **Business:**



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- a. Neighborhood Watch – Discussion & update on New Block(s) in Forming Stages was held. Chair Riechel advised that he sent tonight’s agenda to those residents who had recently requested How To Start a Neighborhood Watch block. No replies were received.
- b. Crime Tips – Bilingual – We STILL Need Additional Subjects – Chair Riechel asked all committee members to continue to propose additional crime tips for consideration.
ACTION: Brandon Lau moved and Frank Deering seconded the motion to approve our revised Crime Tip on Gun Safety and to ask the SBPD to translate it into Spanish and then send it to San Bruno Cable for airing for approximately two (2) weeks. Motion passed.
ACTION: Peter Carey moved and Brandon Lau seconded the motion to approve our revised Crime Tip on Home Safety and to ask the SBPD to correct the Spanish version and then send it to San Bruno Cable for airing for approximately two (2) weeks. Motion passed.
- c. Handouts - We STILL need additional handouts for consideration and SBPD approval. After a short discussion on the background of what types of handouts we can use, Chair Riechel provided a proposed handout to Officer Perkins and requested that it be provided to the SBPD requesting its approval for copying and using as a handout.
- d. Committee Goals for 2013, Effectiveness, Strategies for Public Awareness, meeting attendance.
ACTION: Vote to approve committee participation in expected upcoming Police Day at The Shops At Tanforan. **No action was taken on this item.**
ACTION: After a short discussion, Frank Deering moved and Brandon Lau seconded the motion that the committee agrees to support SBPD’s request for distribution of a questionnaire/info sheet to businesses along San Mateo Avenue. Motion passed. Chair Riechel will advise SBPD of this vote and request details on how and when and how this support will be used.
- e. Committee Membership Update – Chair Riechel advised that our By-Laws provide for an appointed Secretary and reviewed the process used previously in reviewing and submitting our unapproved draft minutes to the SBPD for their approval before we vote to accept them. Coleen Geracimo volunteered to act as secretary in taking our minutes starting at the February 2013 meeting. Chair Riechel accepted her offer.
- f. By-Laws – Begin review and discussions on updating By-Laws – remembering that we will have to submit our proposed revisions to both the SBPD and the City of San Bruno. Chair Riechel handed out hard copies of our existing By-Laws to those requesting them, although Riechel had provided electronic versions previously. Chair Riechel tasked each committee member to start marking up their copy and bring them to our February meeting.
- g. City web site information on Crime Committee update – Began discussion of where the City’s web sites concerning the Crime Committee need to be updated AND what info needs to be changed. Chair Riechel tasked each committee member to go to the City website and find the two (2) locations where information about our Crime Prevention Committee existed and see if changes are needed or new/updated information is



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needed and bring the web page location and how the information needs to be changed and we will discuss and pass along to the SBPD our requests for updating/additions.

8. **Adjournment:** Meeting adjourned at 20:05

Minutes taken and transcribed by Robert Riechel