

**CITY OF SAN MARINO
PUBLIC SAFETY COMMISSION
PUBLIC MEETING MINUTES**

November 19, 2018

7:00 p.m.

City Hall

2200 Huntington Drive

San Marino, CA 91108

CALL TO ORDER: Chair Boegh called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE: Led by Chair Boegh

ROLL CALL:

Commissioners Present: Chair Boegh, Vice Chair Chang, Commissioners Ramirez and Boozell

Commissioners Absent: Commissioner Loeffler

City Officials Present: Park & Public Works Director / City Engineer, Michael Throne, Chief Incontro and Chief Rueda

PUBLIC COMMENTS:

- 1) – **Raymond Quan** – Kewen Drive – Spoke about the DEIR (Draft Environmental Impact Report) established in 2015 regarding the 710 project. Discussed the impacts identified at the time.

NEW BUSINESS

1. **APPROVAL OF MINUTES:** Vice Chair Chang made the motion and it was seconded by Commissioner Boozell.
2. **OVERVIEW OF CITYWIDE SPECIAL EVENTS:** Chief Rueda spoke about the amount of activity that goes in the City to put on an event. Presented the list of major events where all three Departments are involved: Car Classic, Homecoming Event, Grad Night and Christmas event.

Chief Incontro stated we are legally bound to use the Incident Command System where it is used throughout the State during such events.

Commissioner Boozell asked as to what happens at the Grad Night event?

Chief Rueda stated the high school students do not actually go out anywhere. The students stay within the school property and build the entertainment inside the gymnasium. This is a low risk event.

Chief Rueda encompassed the number of items all three departments look at which include Traffic Management and an Incident Action Plan.

Chair Boegh inquired if they had the resources to conduct these events.

Chief Rueda stated if we had more resources it would be nice.

Michael Throne talked about the egress needs which would require the Commissions support.

3. **DISCUSSION ON RING CAMERA PROGRAM:** Chief Incontro stated the Department did reach out to Palos Verdes Estates. Palos Verdes Estates purchased a few stick up cameras for the Community to borrow. Residents request to use one or two when out of town, etc. It's a loaner program. We are looking at liability issues including installation, etc. We will have further information at the next meeting.
4. **DISCUSSION ON PRIORITY INITIATIVES:** Chief Rueda outlined the Fire Departments objectives to be as follows for fiscal year 18/19: 1) Place a new, outfitted fire engine into service as Paramedic Engine 91; 2) Place a new, outfitted Command Vehicle into service as Battalion 9; 3) Place one Zoll Advanced Life Support Heart Monitor into service on Engine 91; 4) Complete the development of plans and occupant load for Lacy Park with associated safety requirements and proposed improved exiting; 5) Complete hazardous vegetation inspections in the high fire hazard severity zone of the City; 6) Continue to provide accurate measurements of Fire Department performance; 7) Implement technology changes to remain compatible with Verdugo Fire Dispatch Center; 8) Complete fire hydrant testing throughout the City; 9) Complete an annual inspection and audit of all Fire Department apparatus, equipment, living quarters, records and personnel; 10) Prepare a 2018 Fire Department annual report for the residents of the City; 11) Work with Planning & Building to identify all at-risk buildings in the City of San Marino; 12) Conduct formal emergency management training for elected officials and City staff; 13) Conduct disaster preparedness exercise for the City; 14) Update a needs assessment survey of the San Marino EOC; 15) Procure portable radios to complete coverage for all departments; and 16) Update San Marino's emergency operations plan and the local hazard mitigation plan.

Michael Throne spoke about the implementation of the Strategic Financial Committee related to street improvements, Side walk maintenance and develop a long term plan regarding the medians in the City. These were the city Councils main objectives for the Park and Public Works Department. The City Manager's office is looking at future uses for Stoneman and San Marino center. Two major goals for this fiscal year: 1) Capital Improvement Program implementation, 2) Developing a written Operations Plan for the Department. A final program being considered is a plan for emergency response which will be a multi-department function.

Chief Incontro spoke about the mixture of City Council initiatives and Police Department initiatives for fiscal year 18/19. They were as follows: 1) Develop a wildlife management plan, 2) Reduce Part 1 crime by 5%, 3) Reduce injury traffic collision, 4) Increase recruitment to

maintain authorized staffing levels, 5) Initiate a volunteer program, 6) Increase Neighborhood Watch Groups and 6) Create an enhanced uninhabited residential property ordinance.

5. **REVIEW OF PROPOSED CONGESTION AND CAPACITY PROJECTS TO ALLEVIATE HIGHWAY 710 IMPACTS TO LOCAL STREETS:** Michael Throne provided insight on the reasons why Metro Board chose to move away from the 710 extension project. Instead Measure R tax revenue will be used to alleviate congestion and increase capacity for certain regional arterial roads. City Staff is working diligently with other impacted communities to develop regional solutions for these funds. Michael identified the five intersections to be improved are as follows: 1) Huntington Drive at Atlantic, 2) Huntington Drive at Oak Knoll, 3) Huntington Drive at San Marino and 4) Huntington Drive at San Gabriel. This is consistent with transportation planning for the Community and these are monies that do not require any matching funds. The direction is for me to review this with you and report back to City Council with feedback through the City Manager.

Chair Boegh asked about the proposed project date of December 6, 2018.

Michael stated there is no urgency to make a decision.

Chair Boegh asked if having the item heard in January will work.

Michael stated January will enable me to marshal the experts from Metro to attend.

Consensus was to hold a meeting on the third Monday in January 21, 2019.

CONTINUED BUSINESS:

6. **DISCUSSION ON COMMUNICATION INITIATIVES – SUBCOMMITTEE UPDATE:** Chief Incontro spoke of the questionnaire and indicated the City Manager requested the item be distributed to only the three Departments involved (Police, Fire and Park & Public Works). Upon receiving the questionnaires back, we will distribute the results to the Commission for review.
7. **UPDATE ON POLICE ACADEMY TEMPLATE:** Chief Incontro spoke of the third Community Police Academy. Acknowledged Commissioner Boozell’s attendance during the first session. Chief Incontro stated the Department plans on organizing at least two more sessions next year.

WRITTEN COMMUNICATIONS

NONE

COMMISSIONER REPORTS

NONE

POLICE DEPARTMENT REPORT

Chief Incontro highlighted the statistical information for the Department. Provided the five collision areas of concern for traffic incidents as follows: Huntington/ West -8, Huntington/Virginia-7, California/Sierra Madre-6, Garfield/Monterey-5, Huntington, Winston-5.

FIRE DEPARTMENT REPORT

Chief Rueda highlighted the dedication of the new Fire Engine which is now in service. The oldest Engine will be auctioned off by Public Works. As a result of the Woolsey fire, Engine 91 was called out to assist. They worked 48 hours straight. The second 48 hours the Fire crew was involved with helping families.

Chair Boegh thanked the Fire Department for their assistance and contributions.

PUBLIC WORKS DEPARTMENT REPORT

Michael Throne, Park and Public Works Director, highlighted one item of his report that incorrectly noted the City Council approved stop control request at Cumberland and Winston where they deferred it to the Public Safety Commission for review on alternatives regarding the red curbs recommended by the Traffic Engineer. This item will be addressed at a future meeting.

Commissioner Boozell inquired what the necessity was for the reassessment.

Michael Throne stated some lots are narrow. Red Curbs are not time restricted.

Chief Incontro inquired if there is consideration to move the Public Safety Commission meeting to a different day during the month. Executive staff confirmed that the first Monday of the month would be preferred.

Chair Boegh made a motion to have the Park and Public Works Director undertake a review of the alternatives and cost estimation. Make local residents aware of the alternatives. Bring the alternatives /information back in January for consideration. Commissioner Ramirez seconded.

PUBLIC WRITINGS DISTRIBUTED

NONE

ADJOURNMENT

Chair Boegh adjourned the meeting at 9:41 p.m. The Public Safety Commission will be DARK in the month of DECEMBER 2018.

Respectfully submitted,

JOHN N. INCONTRO