



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of January 09, 2024

**REGULAR MEETING**  
**JANUARY 2024**

**A Moment of Silence for the passing of Robert Brizuela, Commissioner Brizuela's husband**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

**ROLL CALL** – Commissioner Hutchens, Commissioner Kucharszky, Commissioner Brizuela  
Excused

**PRESENT** – Commissioner Hutchens, Commissioner Kucharszky, Interim Chief Michael  
Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENTS: NONE**

**4. CONSENT AGENDA:**

A: Motion to Approve Minutes of Regular Meeting December 2023: Commissioner Hutchens,  
seconded by Commissioner Kucharszky; Carries by unanimous vote.

B: Motion to Approve January 2024 Warrants and Deposits: Commissioner Hutchens, seconded  
by Commissioner Kucharszky; Carries by unanimous vote.

**5. CHIEF OF POLICE REPORT:** Robyn Rose, Broadmoor's accountant, presented report  
of the past three years totality FY21-23 in all expenses;

Chief Connolly went over fiscal graphs put together by Benny Huang;  
Burn rate 2023 \$255,000 per month – previous carry over costs from 2022 which were due  
to receiving reduced monies from the County based on residual effects from the Covid year;  
hope is to reduce all costs and stabilize for this coming fiscal year

## **6. OPEN SESSION:**

A: Further discussion and action regarding whether to retain the services of CleanSweeps to provide services relating to a ballot measure for the November 2024 general election to impose a new special tax in addition to the special tax currently in effect.

PUBLIC COMMENTS ITEM 6A: NONE

Andrea Hall – Broadmoor resident asked if there was a draft of the CleanSweeps contract

No Action Taken and table item 6A.

B: Discussion and action on whether to repeal District Resolution 2023/24-03 directing the Interim Police chief /Interim District Manager to proceed with a filing under Chapter 9 of the United States Bankruptcy Code

PUBLIC COMMENTS ITEM 6B: NONE

Motion to Repeal District Resolution 2023/24-03 Commissioner Kucharszky, Seconded Commissioner Hutchens; Carries by unanimous vote

## **7. CLOSED SESSION:**

No matters for closed session at this meeting.

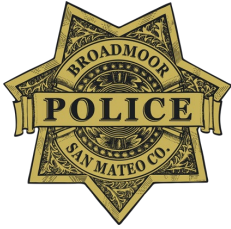
## **8. ADJOURNMENT:**

Motion to Adjourn: Commissioner Hutchens, Seconded by Commissioner Kucharszky;  
Unanimous Vote

Next Meeting February 13, 2024, 7p  
Meeting adjourned

Respectfully submitted,

Marie Brizuela, Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of January 04, 2024

**SPECIAL MEETING**  
**JANUARY 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. ROLL CALL** – Commissioner Hutchens, Commissioner Kucharszky, Commissioner Brizuela excused

**PRESENT** – Commissioner Hutchens, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. CONSENT AGENDA:**

Motion to Approve December 2023 Warrants and Deposits continued from regular December 2023 meeting Commissioner Kucharszky, seconded by Commissioner Hutchens; Carries by Unanimous Vote

Public Comment – Francis Hall, resident noted no salaries on the warrant list.

**4. OPEN SESSION:**

Discuss and consider entering into a consulting contract with CleanSweeps Campaigns for the purpose of assisting the commission in determining what the District's special tax rate should be above the 5% currently allowed, commencing fiscal year 2025-2026, and for related services in connection with a ballot measure for that purpose. Possible action.

**PUBLIC COMMENT:** Francis Hall, resident asked if he will be able to ask questions to the representatives from CleanSweeps.

No action taken for Open Session item.

**7. CLOSED SESSION:** No closed session this meeting.

**8. ADJOURNMENT:**

Motion to Adjourn: Commissioner Hutchens, Seconded by Commissioner Kucharszky;  
unanimous vote

Next Regular Meeting January 9, 2024 - 7p

Meeting adjourned

Respectfully submitted,

Marie Brizuela, Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of February 13, 2024

**REGULAR MEETING**  
**FEBRUARY 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

**ROLL CALL** – Commissioner Brizuela, Commissioner Kucharszky , Commissioner Hutchens excused

**PRESENT** – Commissioner Kucharszky, Commissioner Brizuela, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENTS:** Resident John -supports actions of the Broadmoor Police Department and appreciates the department's efforts.

**4. CONSENT AGENDA:**

A & B: Motion to Approve Minutes of Regular Meeting January 2024 and Special Meeting January 2024: Commissioner Kucharszky, seconded by Commissioner Brizuela; Carries by unanimous vote.

Public Comment Item C: Victor Khedr – Inquired as to why the CalPERS payments are not listed on the QuickBooks warrant log

C: Motion to Approve February 2024 Warrants and Deposits: Commissioner Kucharszky, seconded by Commissioner Brizuela; Carries by unanimous vote.

**5. CHIEF OF POLICE REPORT:**

Attended the swearing in of the SMPCSA officers; some general discussion as well by various groups about crime regionally and collegially, no motion proposition made.

## **CHIEF OF POLICE REPORT CONT:**

456 CALLS FOR SERVICE

15 ARRESTS MADE

32 CASES

STATS FROM COUNTY: SIGNIFICANT DUI ARRESTS, 56 FOR THE YEAR 23/24

JAN 23 LAFCO instituted a municipal sphere of influence report study to be completed on Broadmoor Police Department, due 02/23/2024.

### **6. CLOSED SESSION:** (Government Code §§54954.5(e) and 54975(b))

(A) Personnel matter. Performance evaluation of Interim Chief of Police / Interim District Manager Michael P. Connolly.

(B) Personnel matter. Discussion and action on renewing the employment contract of Interim Chief of Police / District Manager Michael P. Connolly.

### **7. OPEN SESSION:**

Both Closed Session items A and B Tabled until all three Commissioners Present

It was reported in Open Session that in Closed Session the interim Chief of Police/Interim District Manager agreed to continue in the capacity on a month-to-month basis until his performance is evaluated by the entire Commission and action on his expired contract can be taken by the entire Commission.

### **8. ADJOURNMENT:**

Motion to Adjourn: Commissioner Kucharszky, Seconded by Commissioner Brizuela; unanimous vote

Next Regular Meeting March 12, 2024 - 7p

Meeting adjourned

Respectfully submitted,

Marie Brizuela, Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of March 12, 2024

**REGULAR MEETING**  
**MARCH 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

**ROLL CALL** – Commissioner Brizuela, Commissioner Kucharszky, Commissioner Hutchens

**PRESENT** – Commissioner Kucharszky, Commissioner Brizuela, Commissioner Hutchens, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENTS: NONE**

**4. CONSENT AGENDA:**

A: Motion to Approve Minutes of Regular Meeting February 2024: Commissioner Hutchens, seconded by Commissioner Brizuela; Carries by unanimous vote.

B: Motion to Approve March 2024 Warrants and Deposits: Commissioner Hutchens, seconded by Commissioner Brizuela; Carries by unanimous vote.

**5. CHIEF OF POLICE REPORT:**

Chief Connolly attended the SMPCSA meeting and there are ongoing discussions regarding retail theft that affects all of SMCO. A grant is in effect but the smaller areas, ie Colma, Broadmoor, are not receiving monies.

Shared the arrest details of a convicted sex-registrant with revoked parole and probation, caught near Garden Village School and the DA's filing of a Felony Complaint

**6. CLOSED SESSION:** (Government Code §§54954.5(e) and 54975(b))

A. Personnel matter. Performance evaluation of Interim Chief of Police / Interim District Manager Michael P. Connolly, *continued from February 13, 2024*

- B. Personnel matter. Discussion and action on renewing the employment contract of Interim Chief of Police / District Manager Michael P. Connolly, *continued from February 13, 2024.*
- C. Pending/Threatened Litigation. Four cases – Former employees Bandino, Johnson, Melville, and Nakiso (Government Code §§54954.5c)

**7. OPEN SESSION:** Time: 1942

- A. Report on all reportable action taken in Closed Session:

Commission voted to extend the employment contract with Interim Chief/District Manager Michael P. Connolly with no changes for one year term January 13, 2024-January 12, 2025.

- B. Discussion and public comment on proposal of Stephen Daughters of BPM Accountancy to prepare FY 2024/25 District Budget, a five-year financial strategic plan and the basis for a ballot measure in November 2024 to adopt a special parcel tax No action will be taken on this item at this time.
- C. Further public discussion on formulating a records retention and purging policy. (Government Code §§60200, *et seq.*)

Public Comment Item B- Andrea Hall, resident – asked how and who created last years budget and if there is a reason why Robyn Rose couldn't assist this year. Asked what her rate was and what was the need for another firm to assist costing 10 times her rate. Asked what examples of financial analysis for ballot measures do you have from Mr. Daughters

Mr. Hall, resident- stated seems like a duplication of effort to look at an outside firm, and paying \$25,000 for a number, believes looking back at budgets add in inflation and come up with a number without an outside firm.

John resident – another set of eyes is never a bad thing and is more than happy to help seeing if it would be well spent money.

Chief Connolly acknowledged a duplication of effort on the budget; adding that an external firm adds to transparency and credibility and addresses building a financial plan for five-years including language and how much money would be needed for creating a ballot measure. Three quotes will be looked at by the Commission for an accounting firm.



Recording stopped at 56:57

**8. ADJOURNMENT:**

Next Regular Meeting April 9, 2024 - 7p

Meeting adjourned.

Respectfully submitted,

Marie Brizuela, Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of April 09, 2024  
**REGULAR MEETING**  
**APRIL 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

**ROLL CALL** – Commissioner Brizuela, Commissioner Hutchens; Commissioner Kucharszky-excused

**PRESENT** – Commissioner Hutchens, Commissioner Brizuela, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENTS:** Caroline Shaw, resident – where to find financial statements for last fiscal year and approved FY 23/24 Budget;  
John Aguerre, resident and director on the Broadmoor Property Owners Association—shared about the huge success of the Easter egg hunt held at Garden Village

**4. CONSENT AGENDA:**

A: Motion to Approve Minutes of Regular Meeting March 2024: Commissioner Brizuela, seconded by Commissioner Hutchens; Carries by unanimous vote.

B: Motion to Approve April 2024 Warrants and Deposits: Commissioner Brizuela, seconded by Commissioner Hutchens; Carries by unanimous vote.

**5. CHIEF OF POLICE REPORT:** Presented Commissioner Hutchens with a ribbon and certificate in honor of his federal military service in the United States Navy during conflict in the Vietnam War.

Attended the LAFCO meeting last month;

Continued research on strategic budgeting and ballot language with regards to quotes from accounting firms, special meeting will be held in the near future to discuss most recent quote;

County Manager Mike Callagy offered help at San Mateo County's cost, discussions initiated with DKG consultants, Mr. Drew Corbett, who has an extensive financial background with San Mateo Co, budgets, city management, has begun analysis of Broadmoor's financial documents for the last several years and looking at revenue sources. He will report back to Commissioners and the Chief on what he sees as a path forward;

Discussed the Health & Safety Code §20000, §20112, §20113, and its provisions for Special Districts, the cost of years of payments to SMCO Controllers Office, and the letter sent from District Counsel Paul M. Davis to Supervisor Canepa (see attachment letter to Supervisor Canepa)

## **6. CLOSED SESSION:**

A: Pending/Threatened Litigation. Four cases – Former employees Bandino, Johnson, Melville and Nakiso. (Government Code §54954.5c)

## **7. OPEN SESSION:**

A. No action taken in Closed session.

B. Presentation by San Mateo County LAFCo and discussion with LAFCo Director Bartoli – (see attachment of LAFCo'S power point document)

PUBLIC COMMENT: John Aguerre, resident- looks at this as an opportunity and asks the Commission to look at LAFCo's documents as help for our community.

Andrea Hall, resident - why did Broadmoor not take the measures to reduce liability put forth by Golden State Risk Mgmt Association to remain in GSRMA; why wasn't the removal from GSRMA agendized; more transparent discussions should have taken place with the public

Caroline Shaw, resident - if public safety is our concern questions why Broadmoor is not moving in the direction of Daly City Police Department, a department which is set up and already has infrastructure in place.

Chief Connolly stated he has spoken with the Daly City Manager and also the San Mateo County Sheriff and neither one wants to absorb the Broadmoor Police Department. The Sheriff's department would be obligated if we were to go under.

Francis Hall, resident - asked if cutting staff is considered progress and if there is substance in the negative things being listened to, what kind of service is rendered with cutting staffing, and questioned how much is due to CalPERS and if there is a period of time where the Broadmoor PD did not make their PERS obligations.

Art Whitfelt, resident – recently felt the need to get involved in his Broadmoor community. Believes the citizens should stand up and say what can we do to fix this problem and what can we do going forward as a community.

## **8. ADJOURNMENT: 2052**

Motion to Adjourn: Commissioner Brizuela, Seconded by Commissioner Hutchens; unanimous vote

Special Meeting date to be determined.

Next Regular Meeting May 14, 2024 - 7p

Meeting adjourned.

Respectfully submitted,

Marie Brizuela, Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of April 18, 2024

**SPECIAL MEETING**  
**APRIL 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 1:00P**

**ROLL CALL** – Commissioner Brizuela, Commissioner Hutchens, Commissioner Kucharszky

**PRESENT** – Commissioner Hutchens, Commissioner Brizuela, Commissioner Kucharszky, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENT: NONE**

**4. OPEN SESSION:** Chief Connolly to introduce and participate in discussion with four vendors' proposals to provide the District with professional advice and service relating to the current budget, a five year fiscal strategic plan and the formulation of, and a strategy for a November 2024 ballot measure for voter approval of a special tax.

**Public Comment:** John Aguerre – concerned that #2 proposal appears heavy on the parcel tax and that Broadmoor needs may be more than described.

Motion to adopt Proposal #2 from NBS – by Commissioner James Kucharszky;  
Seconded by Commissioner Brizuela; Unanimous Vote

Motion to approve Chief Connolly executing Proposal #2, not to exceed \$30,000 and subject to approval of counsel - Commissioner James Kucharszky; Seconded by Commissioner Brizuela; Unanimous Vote

**5. ADJOURNMENT: 1324**

Motion to Adjourn: Commissioner Kucharszky, Seconded by Commissioner Brizuela;  
unanimous vote

Meeting adjourned

Respectfully submitted,

Marie Brizuela, Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of May 14, 2024

**REGULAR MEETING**  
**MAY 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

ROLL CALL – Commissioner Brizuela, Commissioner Hutchens, Commissioner Kucharszky

PRESENT – Commissioner Brizuela, Commissioner Hutchens, Commissioner Kucharszky, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENTS:**

- Caroline Shaw – cannot access the audited financial reports for the last fiscal year.

**4. CONSENT AGENDA:**

- a. Motion to Approve Minutes of Regular Meeting April 9, 2024:  
Commissioner Hutchens, seconded by Commissioner Kucharszky; Carries by unanimous vote.
- b. Motion to Approve Minutes of Special Meeting April 18, 2024:  
Commissioner Hutchens, seconded by Commissioner Kucharszky; Carries by unanimous vote.
- c. Motion to Approve May 2024 Warrants and Deposits: Commissioner Hutchens, seconded by Commissioner Kucharszky; Carries by unanimous vote.

**5. CHIEF OF POLICE REPORT:**

Contract with NBS consulting firm update. Preliminary report was generated and firm is looking at the number of parcels, currently at 1481 parcels in Broadmoor. Attempting to obtain numbers from SMCO Assessors Office and also noting that there are properties in Broadmoor not obtaining taxes from. More research is being done.

## **6. OPEN SESSION:**

a. Discussion and action on proposed Resolution No. 2023/24-05 to adjust the Special Property tax for fiscal year 2024/2025 as specified in the proposed Resolution. Current assessment will increase by 5%.

Motion to approve Resolution No. 2023/24-05 Commissioner Kucharszky, seconded by Commissioner Brizuela; unanimously approved.

b. First reading and discussion on proposed budget for Fiscal Year 2024/2025. No action will be taken at this meeting.

## **PUBLIC COMMENT:**

- Andrea Hall-asked what was paid to NBS thus far.
- John Aguerre- regarding proposed Resolution, hoping that long term financial planning is kept in mind and encouraged Commissioners to listen in on the upcoming LAFCO meeting. Transparency and actuals from 2023 is good to pursue for the community to view.

## **7. ADJOURNMENT:**

Motion to Adjourn: Commissioner Brizuela, seconded by Commissioner Kucharszky; unanimous vote.

Next Regular Meeting June 10, 2024 -7pm

Meeting Adjourned

Respectfully submitted,

Marie Brizuela, Secretary





**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of June 20, 2024

**SPECIAL MEETING**  
**JUNE 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

**ROLL CALL** – Commissioner Brizuela, Commissioner Hutchens, Commissioner Kucharszky

**PRESENT** – Commissioner Hutchens, Commissioner Brizuela, Commissioner Kucharszky, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. OPEN SESSION:** Chief Connolly introduced two representatives from consultant NBS and a presentation was given to the Commissioners and the public regarding the special property tax models for the supplemental special parcel to be included in a ballot measure. No action taken.

**4. ADJOURNMENT:**

Motion to Adjourn: Commissioner Kucharszky, Seconded by Commissioner Brizuela; unanimous vote

Meeting adjourned

Respectfully submitted,

Marie Brizuela, Secretary





**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of June 10, 2024

**REGULAR MEETING**  
**JUNE 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

**ROLL CALL** – Commissioner Brizuela, Commissioner Hutchens, Commissioner Kucharszky

**PRESENT** – Commissioner Hutchens, Commissioner Brizuela, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENTS: NONE**

**4. CONSENT AGENDA:**

(a): Motion to Approve Minutes of Regular Meeting May 2024: Commissioner Hutchens, seconded by Commissioner Brizuela; Carries by unanimous vote.

(b): Motion to Approve June 2024 Warrants and Deposits: Commissioner Hutchens, seconded by Commissioner Brizuela; Carries by unanimous vote.

**5. CHIEF OF POLICE REPORT:**

Discussed the current efforts to work with the County Assessors Office to look at parcels throughout Broadmoor in conjunction with NBS. Several parcels are commercial however they're listed as residential parcels. Assessors' office relies upon the taxing entity (Broadmoor) to provide any change in parcel information to them. Numerous sites in Broadmoor are paying taxes as residential, however being rented out as short-term rentals. These are being identified, provided to NBS, and thus Broadmoor will collect the proper taxes.

NBS submitted \$7500 quote for this year to provide GIS records that identifies properties that are multiple entities etc, and \$3500 for each year after for the same service.

In addition, a Special Meeting needs to be scheduled in the next two weeks for the tax measure updated information from NBS, they will make a presentation.

## **6. OPEN SESSION:**

- (a) Second reading, discussion and proposal for the adoption of the final budget for Fiscal Year 2024/2025. (First reading was at regular meeting on May 14, 2024.)  
Motion to approve the final budget FY24/25 Commissioner Brizuela, seconded by Commissioner Kucharszky; Carries by unanimous vote.
- (b) Designate and appoint Interim Chief/Interim District Manager Michael P. Connolly as the sole signatory for the agency's Chase bank account ending in number 5101.  
Motion to approve appointment of Interim Chief Connolly as sole signatory on Chase bank account ending 5101 Commissioner Hutchens, seconded by Commissioner Brizuela; Carries by unanimous vote.
- (c) Tax Collector's request to Amend Resolution 2023/24-05 to reduce the qualified special tax from \$532.51 to \$532.50.  
Motion to reduce the special tax from \$532.51 to \$532.50 Commissioner Hutchens, seconded by Commissioner Brizuela; Carries by unanimous vote.

## **7. ADJOURNMENT:**

Motion to Adjourn: Commissioner Kucharszky, Seconded by Commissioner Hutchens  
unanimous vote

Next Regular Meeting July 9, 2024 - 7p

Meeting adjourned.

Respectfully submitted,

Marie Brizuela, Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of July 09, 2024  
**REGULAR MEETING**  
**JULY 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

**ROLL CALL** – Commissioner Brizuela, Commissioner Hutchens, Commissioner Kucharszky

**PRESENT** – Commissioner Hutchens, Commissioner Brizuela, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENTS: NONE**

**4. CONSENT AGENDA:**

(a)(b): Motion to Approve Minutes of Regular Meeting June 10, 2024 and Special Meeting June 20 2024: Commissioner Brizuela, seconded by Commissioner Kucharszky; Carries by unanimous vote.

(c): Motion to Approve July 2024 Warrants and Deposits: Commissioner Brizuela, seconded by Commissioner Kucharszky; Carries by unanimous vote.

**5. CHIEF OF POLICE REPORT:**

Discussed taxation and the hope of getting a large amount of Broadmoor voters for the upcoming vote on the ballot measure. Ballot measure is a restart for the Broadmoor Police Department and the best to move forward maintaining the Broadmoor Police service and lifestyle for Broadmoor residents.

As of July 1, the San Mateo County Controllers office ceased services with the Police department. Currently, we have requested meetings with Supervisor Canepa, County Manager Mike Callagy and Controller Juan Rigoza to see if we can remedy this challenge facing the department.

## **6. OPEN SESSION:**

(a) Consider and discuss a proposal by staff to approve and adopt Resolution No. 2024/25-01 ordering an election to coincide with the General Election on November 5, 2024, for a ballot measure for a limited (five year) qualified supplemental special parcel tax.

Motion to approve and adopt Resolution No. 2024/25-01: Commissioner Kucharszky, seconded by Commissioner Brizuela; Carries by unanimous vote.

(b) Consider and discuss a proposal by staff to approve and adopt Resolution No. 2024/25-02 ordering an election to fill one seat on the Police Commission and to order the election combined with the General Election on November 5, 2024. Motion to approve and adopt Resolution No. 2024/25-02: Commissioner Brizuela, seconded by Commissioner Kucharszky; Carries by unanimous vote.

**PUBLIC COMMENTS 6(a) & 6(b):** Andrea Hall, resident: Engaged NBS in a discussion on the sources of the information they used to formulate the models they presented. The chair allowed her to go beyond the three minutes allowed then finally intervened and informed her that her time was up.

Christine Aguirre – works at SMCO Assessors office: confirmed that use codes are not up to date, every parcel will be reassessed for proper use code. Hopes the commission will work with the Assessors office to update each parcel correctly.

Joe Cassidy, developer in Broadmoor – inquired on vacant parcel on Mission St. being developed and how the parcel tax works for multiple units; also, how a current vacant property is valued.

John Aguirre, resident and board member of Broadmoor Property Residents Association – expressed his gratitude for the research and work for the parcel assessments; believes everyone at each parcel should pay their fair share and supports the ballot measure.

## **7. ADJOURNMENT:**

Motion to Adjourn: Commissioner Brizuela, Seconded by Commissioner Hutchens; unanimous vote

Next Regular Meeting August 13, 2024 - 7p

Meeting adjourned.

Respectfully submitted,

Marie Brizuela, Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of August 13, 2024

**REGULAR MEETING**  
**AUGUST 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

**ROLL CALL** – Commissioner Brizuela, Commissioner Hutchens, Commissioner Kucharszky-excused

**PRESENT** – Commissioner Hutchens, Commissioner Brizuela, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENTS:** John Aguirre, resident– expressed his support and appreciation of the Police Department and Commission.

**4. CONSENT AGENDA:**

(a): Motion to Approve Minutes of Regular Meeting July 2024: Commissioner Brizuela, seconded by Commissioner Hutchens; Carries by unanimous vote.

(b): Motion to Approve August 2024 Warrants and Deposits: Commissioner Brizuela, seconded by Commissioner Hutchens; Carries by unanimous vote.

**5. CHIEF OF POLICE REPORT:**

Chief Connolly introduced the Broadmoor Reserve Officers and presented awards to Officer Kristen Simas and Officer Jack Thompson.

NBS created ballot measure language; this was submitted to County Board of Elections and the ballot assignment dedication, ie. Measure ##, will be returned at which time website content will be created to put all ballot measure information on the website. Media briefs will be created focusing on providing information on the ballot measure and how to register to vote.

Commissioner Kucharszky will not seek another term as Commissioner at the end of the year. Two candidates have applied to run on the November 5<sup>th</sup> election.

Many changes have taken place with the real estate parcels within Broadmoor since 1978, which was the last comprehensive assessment of the district parcels that SMCO Tax Assessors office completed. It is the responsibility of the Special District Manager to monitor parcel and use changes and provide the information to SMCO Assessors office. NBS reviewed all Broadmoor parcels; proper updates to parcels are being made in conjunction with the Assessors office which will result in an increase in tax revenue. We will work with property owners affected, explaining the reason for their adjusted taxes based on the change in parcel use or improvements. Many buildings since 1978 have been built and modified, including status of a residential parcel changed to a business parcel, which affects proper tax assessments. This increase will provide some fiscal relief to the District.

## **6. OPEN SESSION:**

- (a) Acknowledgment and presentation of awards to various officers by Chief Connolly.
- (b) Introduction to and debut of the District's new website by Roger Rouse to launch on August 13, 2024.
- (c) Status report by Chief Connolly on steps taken to implement Resolution 2024/25-01 ordering an election on November 5, 2024, to approve a Ballot Measure for a limited supplemental special parcel tax for five fiscal years.
- (d) Status report by Chief Connolly on steps taken to implement Resolution 2024/25-02 ordering an election on November 5, 2024, for one seat on the Police Commission.
- (e) Status report by Chief Connolly on steps taken to update the tax rolls with the San Mateo County Tax Collector consistent with Resolution 1999/2000-09 and Resolution 2023/24—05 [AMENDED] for Fiscal Year 2024/2025.

**PUBLIC COMMENT:** John Aguirre, resident – Asked who is the Special District Manager. Chief of Police is the District Manager of Broadmoor.

## **7. ADJOURNMENT:**

Motion to Adjourn: Commissioner Brizuela, Seconded by Commissioner Hutchens; unanimous vote

Next Regular Meeting September 10, 2024 - 7p

Meeting adjourned.

Respectfully submitted,

Marie Brizuela, Secretary





**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of September 10, 2024

**REGULAR MEETING**  
**SEPTEMBER 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

**ROLL CALL** – Commissioner Brizuela, Commissioner Hutchens, Commissioner Kucharszky

**PRESENT** – Commissioner Hutchens, Commissioner Brizuela, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENTS:** John Aguerre, resident – in light of 9/11 wanted to express his deep appreciation for first responders and all they do and sacrifice, invited all to the First Responders BBQ on September 14, 11a- 2p, hosted by the Broadmoor Property Owners Association;

**4. CONSENT AGENDA:**

(a): Motion to Approve Minutes of Regular Meeting August 2024 subject to the correct spelling of last name 'Aguerre': Commissioner Hutchens, seconded by Commissioner Kucharszky; Carries by unanimous vote.

(b): Motion to Approve September 2024 Warrants and Deposits: Commissioner Hutchens, seconded by Commissioner Kucharszky; Carries by unanimous vote.

**5. CHIEF OF POLICE REPORT:**

Attended Reserve Officer Annual Training Conference in Southern California met with Board of Director of Reserve Officer Association and POST members of the board to ensure we are adhering and in compliance with current policy and practices. We are in compliance and have direct support from the Reserve Officer Association and POST.

POST conducted a recent audit at the department, and we are in compliance and up to date with our background forms and all other aspects of the audit with the one exception, POST prefers paragraph writing style vs bullet points. They will follow up in a few weeks to see proper changes made.

We currently have eight Reserve Officers with hopes to double that number this time next year.

Crime picture has been low, nothing significant to report.

## **6. CLOSED SESSION:**

(a) Threatened litigation. One case. {Government Code §§54954.5(c), 54956.9(d)(2) and 54956.9(e)(2)}

(b) Litigation. (Diaz-Martinez v. Daly City, et al) {Government Code §§54954.5(c), 54956.9(d)(2) and 54956.9(e)(2)}

## **7. OPEN SESSION:**

No Action Taken in Closed Session

## **8. ADJOURNMENT**

Motion to adjourn Commissioner Brizuela, Seconded by Commissioner Hutchens; Carries by unanimous vote

Next Regular Meeting October 8, 2024 - 7p

Meeting adjourned.

Respectfully submitted,

Marie Brizuela, Secretary



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of October 11, 2024  
**RE-SCHEDULED REGULAR  
MEETING-OCTOBER 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

**ROLL CALL** – Commissioner Brizuela, Commissioner Hutchens, Commissioner Kucharszky

**PRESENT** – Commissioner Hutchens, Commissioner Brizuela, Commissioner Kucharszky via Teams, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENTS:** John Aguerre-Resident – expressed his appreciation and support to the Broadmoor Police Protection District and its Officers.

Andrea Hall, resident – in regards to Chief Connolly's statement she asked what his neighbors are fearful of and is there a basis for this fear; she asked Chief Connolly if he had spoken to the DA's office in regards to the person coming into the neighborhood to ask questions of the neighbors, to which Chief Connolly replied that he does not know what the neighbors are fearful of but that they have stated to him they are afraid. He has not spoken to the DA's office.

**4. CONSENT AGENDA:**

(a): Motion to Approve Minutes of Regular Meeting September 10, 2024: Commissioner Hutchens, seconded by Commissioner Kucharszky; Carries by unanimous vote.

(b): Motion to Approve October 2024 Warrants and Deposits: Commissioner Hutchens, seconded by Commissioner Kucharszky; Carries by unanimous vote.

## **5. CHIEF OF POLICE REPORT:**

Recent strong-arm robbery with significant loss; no injuries occurred and working on leads. Uptick on auto burglaries, primarily due to domestically challenged individuals coming out of San Francisco. This is an issue throughout the County and is an ongoing discussion with the North County Chiefs on how to curb the problem. Although no individual is of concern, often there are substance abuse issues or mental health/psychiatric issues, along with prior criminal histories. If warrants exist, the Officers transport them to SMCO jail where they are incarcerated or given court dates.

Recognition luncheon for the Executive Assistants of the County Chiefs was held October 2.

On a personal note, Chief Connolly stated that throughout the duration of his 41 years in law enforcement, he has never had any problems with his neighbors, until now. There is a neighbor walking door to door speaking of him in a very negative manner and this is affecting his neighbors where they are now fearful. Chief Connolly stated that this is directly related to the Measure I campaign and the Commissioner Campaign and this should not be happening.

## **6. CLOSED SESSION:**

- (a) Personnel (Administrative action – former personnel – one case)  
[Government Code §54954.5(c)]
- (b) Personnel. Performance review of Interim Chief Michael P. Connolly.  
[Government Code §§54954.5 (e) and 54957(b)]
- (c) Discussion and action on whether to extend Interim Chief Connolly’s employment contract with the District, which, unless extended, will expire at midnight on January 11, 2025.  
[Government Code §§54954.5(e) and 54957(b)]
- (d) Pending litigation. (Husain, et al.) Discussion and update with Commission, District Counsel and trial counsel regarding status of case. [Government Code §§54954.5(c) and 54956.9(d)(1)]

## **7. OPEN SESSION:**

- (a) Report all reportable action taken in Closed Session:  
Item 7(b) Chief Connolly’s contract was extended one year, and it would take a unanimous vote of all (3) three Commissioners for the Commission to terminate Chief Connolly’s contract.

- (b) Discussion and action on a Resolution to reestablish the Reserve Officer Unit and authorizing the Chief of Police to hire and make appointments to that unit.  
[Health & Safety Code §20071(c) and Penal Code §830.6(a)]

Motion to approve Resolution 2024/25-03 to reestablish the Reserve Officer Unit and authorize the Chief of Police to hire and make appointments to that unit: Commissioner Hutchens, seconded by Commissioner Brizuela; Carries by unanimous vote.

**PUBLIC COMMENT 7(c):** Andrea Hall, resident – asked for the length of time it took to draft the letter and what the cost was to do so.

- (c) Discussion and action approving a letter to be published from the Police Commission addressing misinformation and false information relating to Measure I.

Motion to approve a letter to publish from the Police Commission addressing misinformation and false information relating to Measure I Commissioner Hutchens, seconded by Commissioner Brizuela; Carries by unanimous vote.

## **8. ADJOURNMENT:**

Motion to Adjourn: Commissioner Hutchens, Seconded by Commissioner Brizuela; unanimous vote

Next Regular Meeting November 12th, 2024 - 7p

Meeting adjourned.

Respectfully submitted



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of November 09, 2024

**SPECIAL MEETING**  
**NOVEMBER 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 11:00AM**

**ROLL CALL** – Commissioner Hutchens, Commissioner Kucharszky

**PRESENT** – Commissioner Hutchens, Commissioner Kucharszky, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. OPEN SESSION:** Select and appoint a qualified candidate to fill the vacancy on the Board of Police Commissioners and complete the unexpired term created by the resignation of Hon. Marie Brizuela on October 23, 2024.

Five candidates applied for the position of the vacant Commissioners seat. Each candidate presented to the Commission why he or she should receive the appointment.

The Commissioners asked a set of identical questions to each candidate before appointing a new Commissioner.

**PUBLIC COMMENTS:** name not heard on audio, resident- had interest in filling the position and did not get his application in on time. He contacted Commissioner Kucharszky via email through the website over a week ago but never received a response. Stated the Chief shut him down this morning when he asked if he could speak at this meeting. Stated that Counsel said there would be no public speaking at this Special Meeting. Asked what the difference is between a Special Meeting and a Regular Meeting and why there would be no Public Comment allowed at the beginning of the meeting. He no longer has the desire to fill the position after his treatment.

Tony, resident-Asked why the letters of interest can't be made public.

Carolyn Shaw, resident- Asked if the letters of interest will go up on the website.

Counsel Davis explained that the letters must be public once opened and can be viewed by the public through a Public Records Request done online via the website or in writing.

Motion to appoint and approve John Aguerre to fill the vacancy on the Board of Police Commissioners and complete the unexpired term by Commissioner Hutchens, Seconded by Commissioner Kucharszky; Carries by unanimous vote.

John Aguerre was sworn-in by Chair Kucharszky and he took his seat at the commission table. He also signed the Oath form.

#### **4. ADJOURNMENT:**

Motion to Adjourn: Commissioner Aguerre, Seconded by Commissioner Kucharszky; Carries by unanimous vote

Meeting adjourned.

Respectfully submitted







**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of November 12, 2024

**REGULAR MEETING**  
**NOVEMBER 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

**ROLL CALL** – Commissioner Aguerre, Commissioner Hutchens, Commissioner Kucharszky

**PRESENT** – Commissioner Aguerre, Commissioner Hutchens, Commissioner Kucharszky, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENTS: NONE**

**4. CONSENT AGENDA:**

(a): Motion to Approve Minutes of Regular Meeting Oct 2024: Commissioner Hutchens, seconded by Commissioner Kucharszky; Carries by unanimous vote.

(b): Motion to Approve November 2024 Warrants and Deposits: Commissioner Hutchens, seconded by Commissioner Kucharszky; Carries by unanimous vote.

**5. CHIEF OF POLICE REPORT:**

Attended the Chiefs meeting on November 6<sup>th</sup> and discussion was held regarding President elect Trump and the potential impact his illegal immigrant measures may have on our state and local authorities, i.e. loss of COPS Grant. This is an ongoing discussion.

Auto burglaries have dropped since last meeting's update.

## 6. CLOSED SESSION:

- (a) Update and discussion with District Counsel and trial/appellate counsel (*Parenti, et al.*) active litigation.

## 7. OPEN SESSION:

- (a) No reportable action taken in Closed Session

**PUBLIC COMMENT:** ITEM 7(b) Andrea Hall, resident- commended the Commission for retaining law firm Colantuono, Highsmith & Whateley. She would have liked to know the terms of the agreement and cost, also encouraged the Commission to consider the law firm as the general counsel for the District.

- (b) Approve engagement agreement with the law firm of Colantuono, Highsmith & Whateley for representation before LAFCo and direct Commissioner Kucharszky to sign the agreement on behalf of the District.

Motion to Approve engagement agreement with the law firm Colantuono, Highsmith & Whateley for representation before LAFCo and to direct Commissioner Kucharszky to sign agreement on behalf of the District: Commissioner Hutchens, Seconded by Commissioner Kucharszky, carries by unanimous vote.

- (c) Appoint Commissioner Hutchens as Interim Secretary unless the vacancy created by the resignation of former Commission Brizuela is filled before this meeting in which event this item will become moot.

Commissioner Aguerre was appointed to fill the vacancy of former Commissioner Brizuela so this item is moot and no action was taken. Commissioner Aguerre is Secretary by virtue of this appointment.

- (d) Chief Connolly to present and discuss NBS Audit of November 1, 2024  
The District entered into an agreement with NBS on July 2, 2024 to ascertain where the Districts parcels are with regards to compliance with tax rules of SMCO; it was discovered that there are a number of parcels within Broadmoor that have been out of compliance with the San Mateo County's assessment written in 1999/2000. NBS determined there has been a loss of revenue for the District around \$284,000 annually. NBS forwarded their findings to the San Mateo County, and the revenue this year is around \$270,000. Chief Connolly will continue to work with NBS moving forward into the new year to complete this work

It has also been determined some larger properties in the District have not paid proper special parcel tax assessments for ten years resulting in over a million dollars not collected from just two properties. Chief Connolly has engaged the County to check these two properties, and he will be asking NBS to further review the last 10 years' history of the assessments and collections to determine how deep this goes. Chief Connolly hopes this will be remedied and also what avenues of collection and correction are available to the District through legal action.

## **8. ADJOURNMENT**

Motion to Adjourn Commissioner Aguerre, seconded by Commissioner Hutchens; Carries by unanimous vote.

Next Regular Meeting December 10, 2024 - 7p

Meeting adjourned.

Respectfully submitted,

Commissioner Aguerre, Secretary.



**BOARD OF POLICE COMMISSIONERS**  
Broadmoor Police Protection District

Minutes of December 10, 2024

**REGULAR MEETING**  
**DECEMBER 2024**

**1. PLEDGE OF ALLEGIANCE**

**2. CALLED TO ORDER: 7:00P**

**ROLL CALL** – Commissioner Hutchens, Commissioner Aguerre, Commissioner Kucharszky

**PRESENT** – Commissioner Hutchens, Commissioner Aguerre, Commissioner Kucharszky, Interim Chief Michael Connolly, District Counsel Paul M. Davis, members of the public

**3. PUBLIC COMMENTS: NONE**

**4. OPEN SESSION:**

(a) Temporary reorganization of Police Commission pending the annual reorganization after the new commissioner is seated at the regular January 2025 meeting.

Motion to reorganize: Commissioner Kucharszky, seconded by Commissioner Aguerre; carries by unanimous vote.

Motion to nominate Commissioner Aguerre as Chairperson: Commissioner Kucharszky, seconded by Commissioner Hutchens; carries by unanimous vote.

Motion to nominate Commissioner Hutchens as Treasurer: Commissioner Hutchens, seconded by Commissioner Kucharszky; carries by unanimous vote.

Motion to leave Secretary position vacant until reorganization on January 14 Commission meeting: Commissioner Kucharszky, seconded by Commissioner Hutchens; carries by unanimous vote.

(b) Discussion and action on proposed form of contract by NBS for in-person Parcel Audit.

Motion to approve NBS 10-year contract totally \$26,500 for in-person Parcel Audit and multi-year Parcel Tax Levy data audit, Chief Connolly is directed to sign the contract: Commissioner Hutchens, seconded by Commissioner Kucharszky; carries by unanimous vote.

## **5. CONSENT AGENDA**

- (a)(b): Motion to Approve Minutes of Regular Meeting November 9, 2024, and Special Meeting November 12, 2024: Commissioner Kucharszky, seconded by Commissioner Hutchens; Carries by unanimous vote.
- (c): Motion to Approve November 2024 Warrants and Deposits: Commissioner Kucharszky, seconded by Commissioner Hutchens; Carries by unanimous vote.

## **6. CHIEF OF POLICE REPORT:**

Chief Connolly personally thanked Commissioner Kucharszky for his time and dedication to the Broadmoor Police Protection District.

SMCPCSA Annual Retreat was held in December. Discussions were had regarding law enforcement in the state given the national picture. No guidance from Homeland Security or DOJ yet, however bracing for whatever comes our way and the impact between state vs national.

Annual Christmas parade is upcoming on December 14<sup>th</sup>.

Security systems at the department have been upgraded due to outdated and failing systems; they were not part of the budget. The contract was entered by Chief Connolly for the modifications and enhancements.

## **7. ADJOURNMENT:**

Motion to Adjourn: Commissioner Hutchens, Seconded by Commissioner Kucharszky; carries by unanimous vote

Next Regular Meeting January 14, 2025 - 7p

Meeting adjourned.

Respectfully submitted,

John Aguerre, Secretary