



COUNTY OF SAN MATEO

Office of the Sheriff

Millbrae Police Bureau

CARLOS G. BOLANOS
SHERIFF

TRISHA L. SANCHEZ
UNDERSHERIFF

400 COUNTY CENTER ◻ REDWOOD CITY ◻ CALIFORNIA 94063-1662 ◻ TELEPHONE (650) 599-1664 ◻ www.smcsheriff.com

ADDRESS ALL COMMUNICATIONS TO THE SHERIFF

July 24, 2018

Tom Williams, Interim City Manager
City of Millbrae
621 Magnolia Avenue
Millbrae, CA 94030

Re: San Mateo County Sheriff's Office Law Enforcement Services
Millbrae Police Bureau Annual Report FY-2018

Dear Mr. Williams:

The San Mateo County Sheriff's Office has provided contract Law Enforcement Services to the City of Millbrae since March 4, 2012. The Millbrae Police Bureau is committed to providing professional law enforcement services that address quality of life issues for those who live, work or visit the City of Millbrae. We are committed to providing the highest quality of service based on our core values – Commitment, Integrity and Compassion.

This report will focus on performance measures and accomplishments by the Millbrae Police Bureau within the following timeframe: July 1, 2017 through June 30, 2018.

There are essentially two parts to this report. The first section deals with a variety of performance measures identified in the contract for law enforcement services. They include calls-for-service, arrests statistics, citations and other crime trends.

The second part of this report provides a summary of the various activities and initiatives employed by the Sheriff's Office, many of which exceed the basic requirements of the law enforcement services agreement. The Sheriff's Office continues to commit significant resources designed to reduce crime and enhance the ongoing partnerships that have been forged with the community we serve.

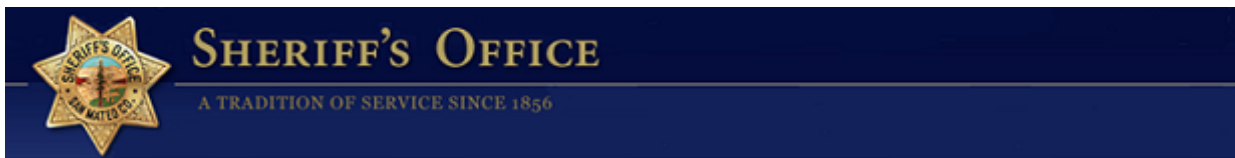
ORGANIZATIONAL PERFORMANCE

PART 1: PERFORMANCE MEASURES

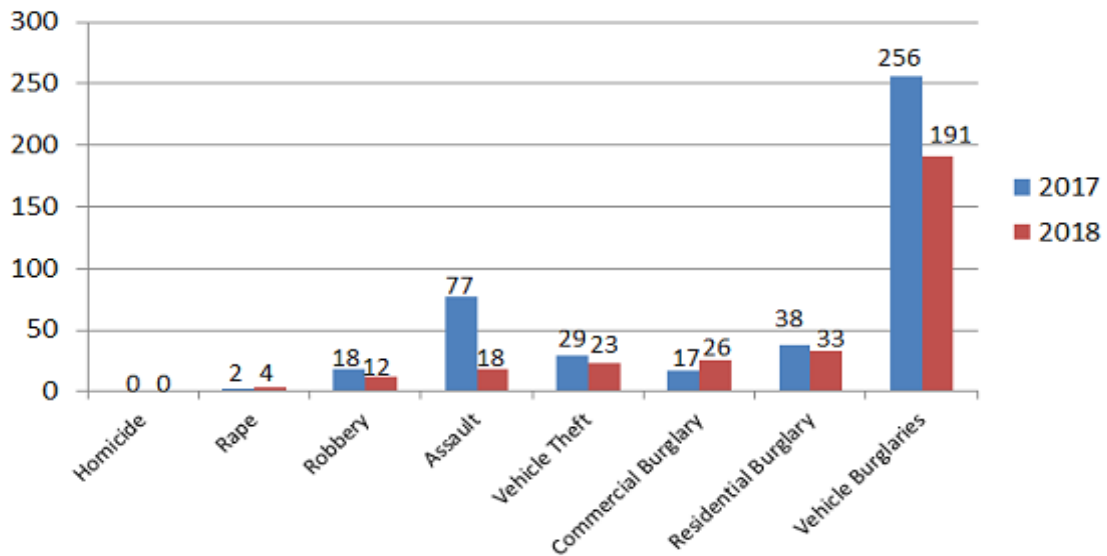
The Millbrae Police Bureau conducts thorough criminal investigations, provides traffic and parking enforcement and engages in pro-active problem solving to effectively manage community concerns. The Millbrae Police Bureau handled 17,172 calls for service in FY-2018. Calls for service include both citizen and deputy initiated activities.

Crime Summary

Part I Crimes are the universal standard upon which crime is measured in the United States. These are crimes that have been identified as being the most violent and/or predominant crimes facing society. They include homicide, rape, robbery, assault, larceny/theft, vehicle theft, commercial burglary, residential burglary and arson.



**Millbrae Crime Statistics
2017 vs 2018**



An analysis of Part 1 crimes in the City of Millbrae, with few exceptions, indicates the frequency of reported crimes is similar to that which was reported in 2017. Five categories decreased while two categories, rape and commercial burglary, slightly increased.

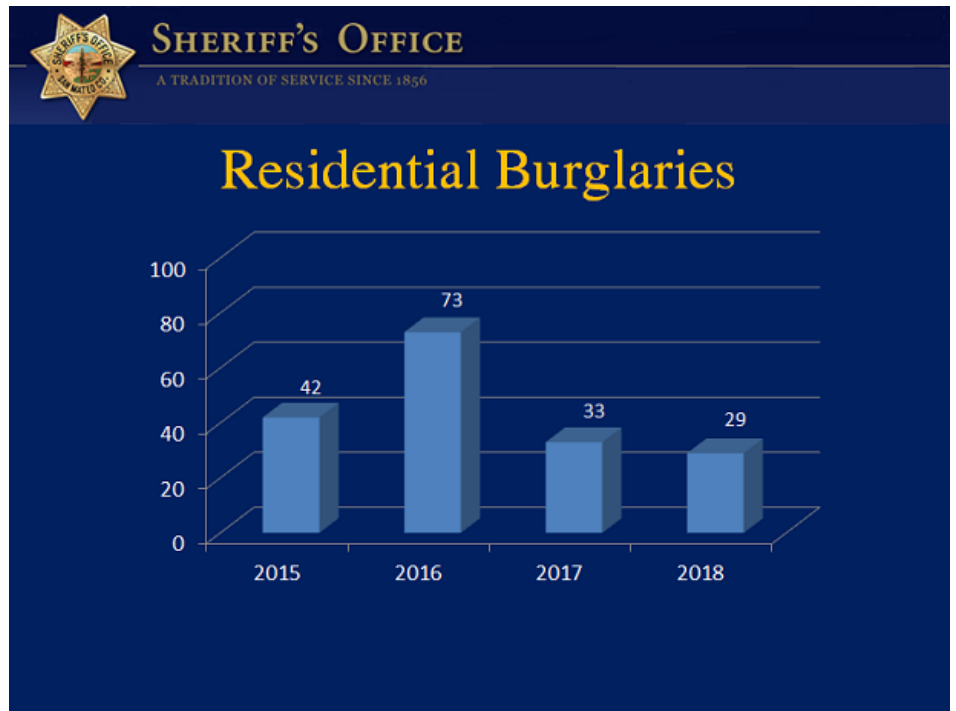
Robberies are down approximately 33%, a difference of six cases compared to 2017. Residential burglary is also down 13% representing a decrease of 6 cases compared to the previous year. Auto burglaries are down 25% with 256 cases reported in 2017 compared to 191 cases in 2018. Assaults have significantly dropped at 77%.

Residential Burglary

Burglary is a crime that patrol personnel continually work to combat. The data indicates that the number of reported residential burglaries has decreased from the previous reporting period. Arrests have been made in four of the reported residential burglaries.

Residential burglaries continue to be a regional issue, which has plagued every city in San Mateo County and the surrounding counties. The Millbrae Police Bureau

continues to work closely with other agencies and share information to help solve these burglaries. Sheriff's detectives have joined forces with other agencies to establish the Burglary Enforcement Suppression Team (BEST). The team's goal is to concentrate resources in burglary hotspots throughout the county.



Robbery

The crime of robbery is among the most violent and threatening crimes in any community. The crime of robbery is one that has occurred very infrequently within the City of Millbrae.

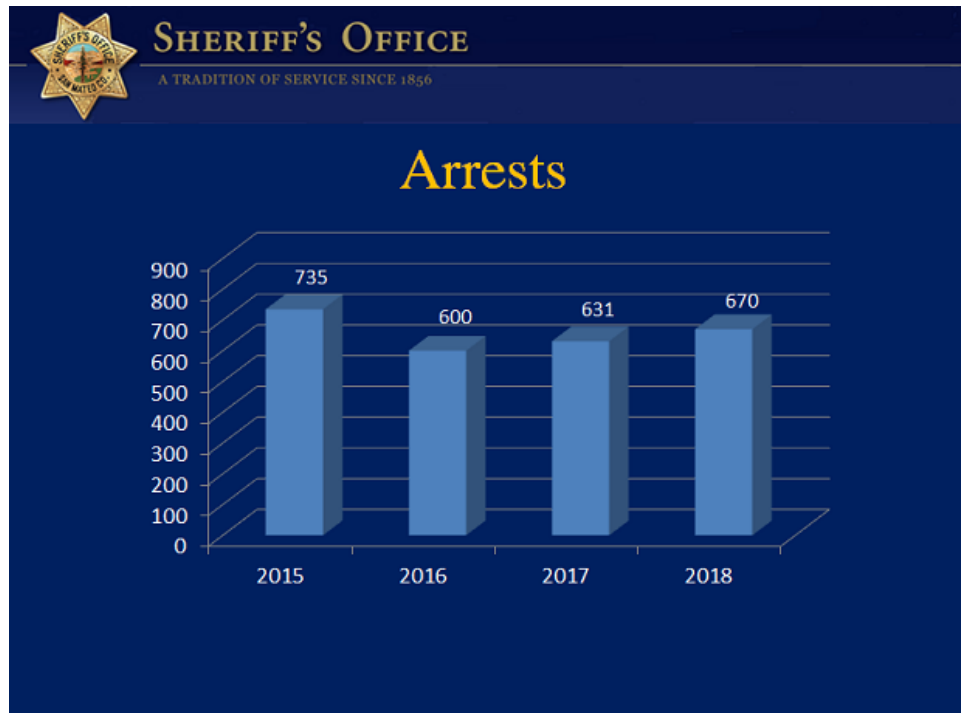
There was a decrease in reported robberies during this period. One of the reports was an attempted robbery in which the suspect was arrested. Of the 11 robberies; one involved the use of a handgun and one involved the use of a knife.

Suspects have been identified in five of the cases and arrests have already been made in four of those case.



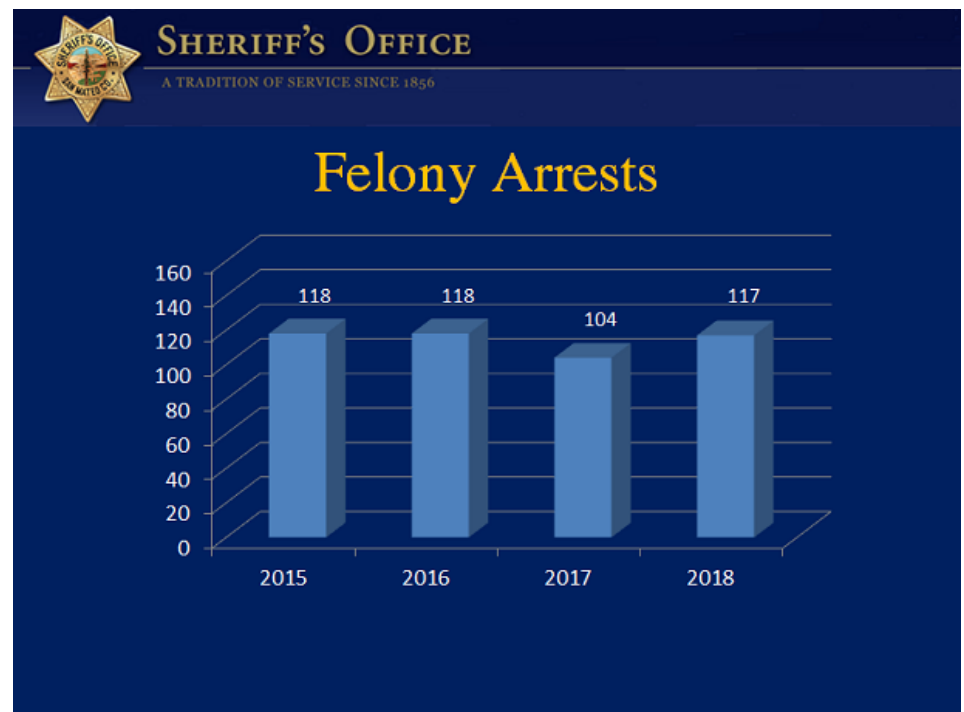
Total Arrests

The number of arrests is just one component of measuring productivity. Arrests have increased annually since 2016.



Felony Arrests

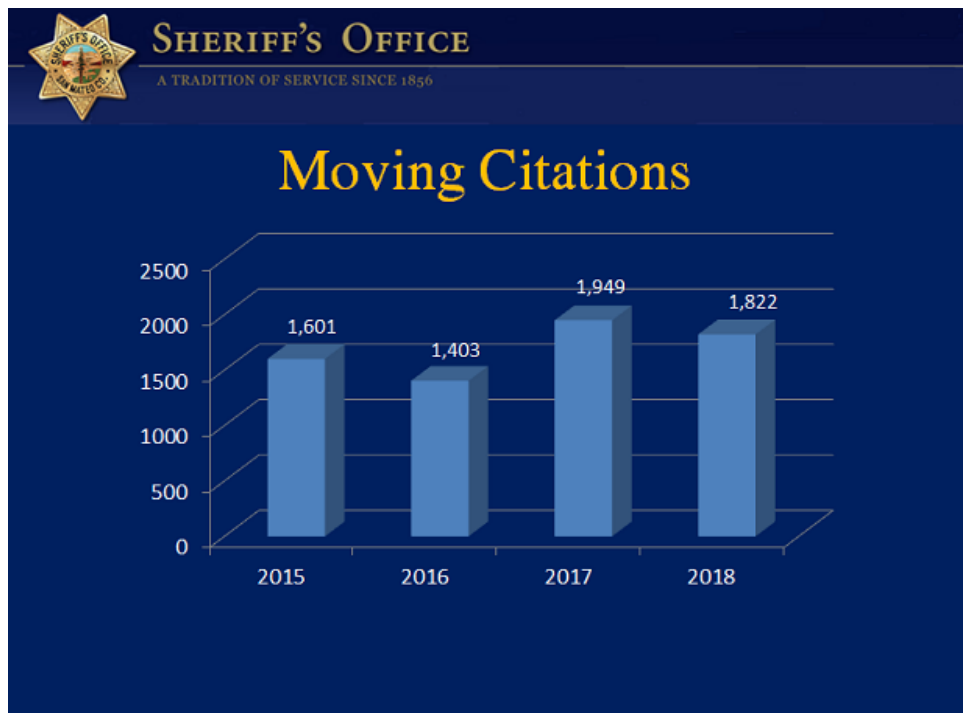
Felony arrests usually result in more serious offenders being removed from the community. In addition to measuring the activity of staff, the number of arrests can also assist in understanding the amount of criminal behavior in a community.



Traffic Enforcement

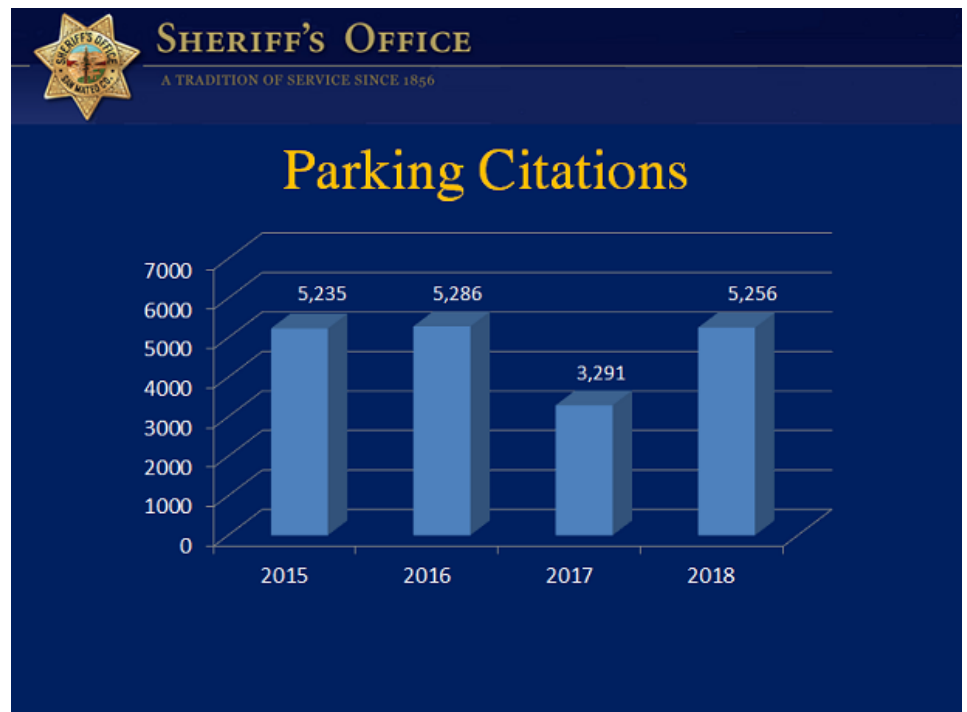
There is one full time Traffic Deputy assigned to the Millbrae Police Bureau. The traffic deputy and all other deputies assigned to the police bureau monitor potential traffic issues within their assigned beats. These include enforcement of school zones, stop sign enforcement, traffic signs and signals and the yielding to pedestrians by motorists.

There is a slight decrease in the number of moving citations issued during the reporting period. This is attributed to the increase in overall arrests and felony arrests, which take more time to investigate, report and process. The Sheriff's Office continues to participate annually in the Countywide S.T.E.P. (Saturated Traffic Enforcement Program) which focuses on Pedestrian safety, distracted driving and DUI. During this rating period the Millbrae Police Department, with assistance from deputies from other patrol bureaus, conducted a "crosswalk sting" focused on enforcing violations related to pedestrian safety and with the assistance of local media and social media announcements worked to also educate the public about issues related to yielding to pedestrians. There are plans for future operations to enforce and educate the public about pedestrian safety.



Parking Enforcement

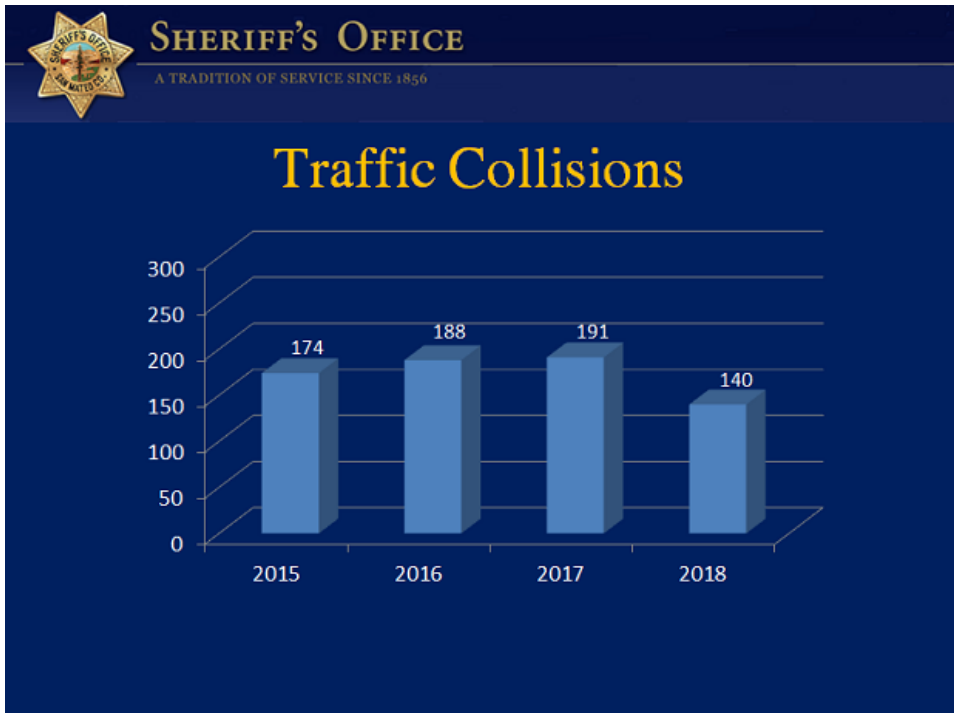
Three Community Service Officers (CSO'S) are the primary parking enforcement officers within the city. Each CSO works thirty hours per week and assumes additional duties such as property / evidence officer, court officer, working the front counter, taking collision and other non-emergency reports, and completing special projects.



We are currently fully staffed with three part time CSO's. The number of parking citation issued during this rating period is significantly higher compared to the previous reporting period, when we were not fully staffed with CSO's. The number of issued citations during this rating period is constant with rating periods from 2015 and 2016.

Traffic Collisions

There is a significant decrease in reported traffic collisions. With the addition of the full time Traffic Deputy, an emphasis on traffic safety through enforcement, education and engineering has reduced the amount of traffic collisions from previous years. A lack of inclement weather and road improvements, including re-striping, new signage, as requested by the Traffic Deputy and the Hawk Lighting System on the El Camino corridor played a role in the overall reduction of collision.



Crime Clearances

Clearance rates reflect the bureau's ability to actively and successfully investigate criminal activity within the city. This data represents crimes that have been solved by arrest or a criminal filing by the District Attorney's Office.

****Note** This data was obtained on July 6, 2018. Clearance rates will likely rise even further as investigations are concluded.**

	2015	2016	2017	2018
Overall	31%	34%	22%	27%
Property Crimes	16%	17%	23%	26%
Violent Crimes	78%	76%	73%	66%

PART II: INITIATIVES & ACTIVITIES

School Resource Officer Program

- Big Five Drills – Monthly at each school:
 - ✓ Lockdown/Barricade
 - ✓ Secure Campus
 - ✓ Evacuation
 - ✓ Shelter in Place
 - ✓ Drop/Cover/Hold On
- Hosted Countywide SRO Training and Meeting
- Career Day at Mills High School
- Law Enforcement Scenario Discussion – Taylor Middle School
- Principal for a Day – Spring Valley Elementary School
- Strategic Planning Process Meeting – Millbrae School District Office
- Read All Day Program – Lomita Park Elementary School
- Senior Awards Night at Mills High School – Presentation of the David J. Chetcuti Memorial Scholarship Award to students - \$500.00 each
- Mills High School Graduation Ceremony
- Mills High School Grad Night – Provide security checks for trip to Disneyland
- Taylor Middle School Graduation Ceremony
- “Meet the Sheriff” program – Little Scholars Preschool
- June 28 – July 1, 2016 – STAR Camp
- Big Five & Public Safety Week presentation for parents – St. Dunstan School
- Big Five & Cyber Safety presentation to students – St. Dunstan School
- Great California Shakeout – All Schools
- Parent Education Meeting – Lomita Park Elementary School
- The following meetings occur monthly:
 - ✓ Wellness Committee Meetings
 - ✓ School Safety Committee Meetings
 - ✓ School Attendance Review Board (SARB)

Community and School Outreach

- Neighborhood Watch Program Introduction- Fire Station #37
- Millbrae Town Hall Meeting - Crime Prevention at Neighborhood Watch Presentation
- Playstreets / National Night Out
- Neighborhood Watch Meetings
- Sheriff's Office Community Policing Unit Booth - Millbrae Japanese Culture Festival
- Millbrae Community Center Fun Run Fundraiser
- Coffee with a Cop Program - Starbucks
- Millbrae Town Hall Follow-up Meeting

The Sheriff's Office is committed to providing positive partnerships between youth, deputies and communities through safe, affordable, tailored programs that make a difference. The Sheriff's Activities League facilitates programs that further this goal. S.T.A.R. (Sheriff's Training and Recreation) Camp is a week-long program where students from all over the county come together to enjoy camping, swimming, archery, nature hikes, crafts and songs by the campfire. 20 students from Millbrae Schools attended.

Accomplishments

- Installed Mobile Audio Visual Units in all Patrol Vehicles
- Critical Incident Training (CIT)
- Provided Crime Prevention Education
- School Safety
- Community Engagement
- Play Streets and National Night out
- Millbrae Deputies Assisted with Sonoma and Napa Mutual Aid for Wildfires
- Maintained Low Crime Rates
- Maintained Low Response Times
- Violent Intruder Training
- S.T.E.P. (Saturated Traffic Enforcement Patrol)
- In and Out Camera Installation

Events and Initiatives

The Millbrae Police Bureau continues to work closely with the schools within the city to provide for the safety and security of students, faculty, staff, motorists, and pedestrians. In FY-2018, there were 132 SMC Alert messages received by 1,659 Millbrae subscribers. User messages within the City of Millbrae included traffic issues, enforcement details, road closures, and safety tips.

The Sheriff's Office provided incident command and/or support for the following community events and initiatives:

- National Night Out (Sheriff's personnel and SAL attended and interacted with the community) - 8/1/2017
- Movie Night at Central Park (Sheriff's personnel and SAL hosted) 8/4/2017
- Implementation of Student Threat Assessment Protocol (Identifying and evaluating potential threats / Schools and Law Enforcement working together to prevent violent encounters) 8/15/17
- Neighborhood Watch Presentations - Millbrae Library (Sheriff's Personnel presented to citizens on the Neighborhood Watch Program)- 10/4/2017 & 1/11/2018
- Implementation of Video Surveillance Registry Program (Residents and business owners can voluntarily register their cameras to help reduce crime) 11/1/2017
- Coffee with a Cop (Introduced Sheriff's Personnel and Services to the public) - Millbrae Starbucks - 10/24/2017

- Participated in City Services Day (Sheriff's Personnel and Equipment were present) - 11/28/2017
- STEP - Saturated Traffic Enforcement Program (Extra traffic enforcement was provided in Millbrae through the county wide program) 1/17/2018
- Mills High School Career Day (Sheriff's Representatives provided information on Law Enforcement Careers)- 1/25/2018
- Anti-bullying Campaign - Taylor School (Sheriff's personnel engaged in proactive programs to prevent and address bullying issues)- 2/23/2018
- Threat Assessment Meeting - Mills High School (In wake of recent school violence, assessed possible threats, reviewed Violent Intruder Protocol, coordinated responses) - 2/20/2018
- 50% reduction in traffic collisions in Millbrae during the first quarter of 2018 (Addition of full time Traffic Deputy has assisted with education, enforcement and training)
- 11 Rollins Road Camera Installation (High Definition Cameras were installed to help combat the increase in vehicle burglaries in the shopping center)- 5/8/2018
- Traffic Enforcement Detail - Pedestrian Safety- (34 citations were issued, most of which were for failure to yield to a pedestrian in the crosswalk) 5/18/2018
- The Millbrae Art and Wine Festival
- Monster Mash Halloween parade & Trick or Treat Activities
- The Japanese Cultural Festival
- Millbrae Car Show
- Tree Lighting Ceremony

Emergency Services Coordinator Position

- Working with Millbrae CERT Team with ongoing training
- Updating Emergency Operations Plan & EOC section checklists
- Serving on the Green Dawn Exercise (June 7th) Planning Team, I will also be an evaluator
- Serving on SMCY Yellow Command Exercise (Sept 6th) Planning Team
- Working with Finance on updating a (Disaster) procurement policy with lessons learned from Sonoma/Napa Fires.
- Worked with Public Works to complete the Hazard Mitigation Plan Update for this year.
- Will be scheduling EOC section training over the next month
- Working with the Recreation Department and our Millbrae CERT Team to participate in a field Shelter Operation with Burlingame for the Yellow Command Exercise.

It is with pleasure that I submit this Annual Report on behalf of the San Mateo County Sheriff's Office. The Sheriff's Office is committed to providing exemplary law enforcement services that are consistent with and exceed the expectations of the community we serve.

Respectfully Submitted,

Carlos G. Bolanos, Sherriff

Mark Kuykendall, Captain
Chief of Police Services
San Mateo County Sheriff's Office
Millbrae Police Bureau

The San Mateo County Sheriff's Office is represented online in several forms of Social Media. Please refer to the below information to see where we are and what we are up to. If you like what you see, we encourage you to "like us" on Twitter and Facebook.



@SMCSheriff



www.Facebook.com/SMCSheriff



www.smcsheriff.com

Regular Office Hours and Phone Numbers

Monday through Friday 9:00 am - 5:00 pm

Closed Saturdays, Sundays and Holidays (*Use the yellow courtesy phone at the police station entrance to summon a police officer after regular office hours.*)

Phone: (650) 259-2300 (Records/General Information)

Fax: (650) 259-2344

Dispatch: (650) 697-1212 (24 Hour Police Assistance, Non-Emergency and Emergency)