



Montclair Safety and Improvement Council (MSIC) Steering Committee Meeting Minutes

Thursday, June 2, 2016, Montclair Presbyterian Church

Steering Committee Members Present: Carolyn Winters (Chairperson), Michael Tigges (Vice Chairperson), Jim Clardy (Treasurer), Nick Vigilante (Secretary), Doug Mosher (Community Representative), and Stan Weisner (Community Organization Representative).

Steering Committee Members Absent: Josh Shaw (Community Representative), Daniel Swafford (Community Representative), and Jeff Diamond (Community Appointed Representative).

Advisory Members Present: Patricia Rose, Oakland Police Department (OPD) Neighborhood Services Coordinator (NSC).

Other Attendees Present: None.

A quorum of Steering Committee Members (SCMs) was achieved and Chairperson Winters called the meeting to order at approximately 7:15 p.m.

1. **Treasurer's Report:**
5. **Proposed NCPC Money:**
7. **Wine Fundraisers:**

These agenda items were combined.

Treasurer Clardy provided a comprehensive Treasurer's Report and P & L statement via e-mail to the Steering Committee on June 1, 2016. He also provided paper copies of the Treasurer's Report at the meeting. MSIC currently has \$10,233.69 in its bank account at the U.S. Bank and PayPal Account of which \$8,764.39 is earmarked for the Railroad Mural Project.

Treasurer Clardy stated that he had just received a \$600.00 donation via PayPal to the Railroad Mural Project. Vice Chairperson Tigges stated that he had been preparing thank you letters for contributors and if Treasurer Clardy gave him the name and contact information for the contributor, he would prepare a thank you letter from MSIC (for Chairperson Winter's signature).

Chairperson Winters stated that fundraising is important to support current and future MSIC projects, and she asked SCMs to begin thinking about methods to raise funds for those projects.

Chairperson Winters stated that SCM Diamond was amenable to hosting future wine fundraisers for MSIC at his Farmstead Wine and Cheese Shop. Two wine fundraisers have already been held since March 2016, and they have raised several hundred dollars. There was a consensus of agreement among SCMs that MSIC should continue the wine fundraising events. Chairperson Winters and the entire Steering Committee expressed a heartfelt thank you to SCM Diamond for his support in hosting these fundraising events.

Chairperson Winters and SCM Mosher felt that MSIC should place a link to PayPal on all e-mails to the community to encourage residents to donate to MSIC. SCM Mosher, also MSIC Webmaster, stated that he would work with Chairperson Winters to develop a link which could be used for all outgoing e-mails.

Chairperson Winters asked NSC Rose to report on the status of the City of Oakland plan to give each Neighborhood Crime Prevention Council (NCPC) in the City of Oakland up to \$700.00 a year for documented expenses. NSC Rose stated that it is likely that the details will be finalized later this month. Each NCPC will then be able to submit a request for money, which must include receipts for allowable operating expenses.

Secretary Vigilante stated that at the March 2016 Steering Committee meeting, the Steering Committee decided that the Church should be paid something in 2016 for the use of the meeting room after City of Oakland NCPC money becomes available to the MSIC. There was a consensus of agreement among SCMs that MSIC should pay the Church something, or make a donation to the Church, for the use of the meeting room.

2. Approval of Minutes from the March 3, 2016 Steering Committee Meeting:

Secretary Vigilante stated that he had distributed the draft minutes to the Steering Committee via e-mail in mid-March and had received feedback from Chairperson Winters, Treasurer Clardy, former SCMs Klezmer and Havassy, and NSC Rose which he had incorporated fully in the January 3 minutes submitted for approval.

SCM Weisner made a motion to accept the minutes. Vice Chairperson Tigges seconded the motion. The draft minutes, as revised, were accepted as complete and accurate by all SCMs.

3. OPD Priorities To Present to Community Resources Officer (CRO), Kristine Jurgens-Duenas:

Chairperson Winters provided the following crime statistics for Beat 13Z (Montclair Area) which she had received from OPD Community Resource Officer (CRO) Jurgens-Duenas for the month of May 2016 (May 5-31):

- Auto Burglaries: Two versus 25 during the same period in 2015.
- Residential Burglaries: Seven versus 10 during the same period in 2015
- Auto Thefts: Seven versus six during the same period in 2015
- Robberies: One versus none in the same period in 2015.

Chairperson Winters asked everyone for their thoughts on what should be the priorities for OPD in Beat 13Z. There was much discussion. After the discussion concluded, there was a general consensus of agreement among SCMs that the following items should be OPD priorities for Beat 13Z:

Priority 1 = *No parking enforcement on Thornhill Drive next to the sidewalk area which MSIC had cleaned up and restored during its Earth Day event on April 23, 2016.*

Priority 2 = *Traffic/speed enforcement in the school zone area near Mountain Gate and Ascot.*

Priority 3 = *Mail Theft - OPD should advise mail theft victims to complete an on-line OPD crime incident report so that OPD can forward it to the United States Postal Service for collaboration, investigation and law enforcement purposes.*

4. Bylaws Revisions:

Secretary Vigilante stated that based upon feedback from current and former SCMs, he developed a proposed draft of revised bylaws for MSIC. Via e-mail on May 26, 2016, he sent them out to the Steering Committee for review. He noted that the draft bylaws are simple, basic, and more clearly written than the current bylaws. They give the Steering Committee more operating discretion, and they allow return to public majority voting for annual elections. They also propose other changes such as the Steering Committee will have no more than ten members, they define what Community Representatives and Community Organization Representatives do, they clarify and explain much better the two types of meetings MSIC has (Steering Committee Meetings versus Community Meetings), they clarify the number of participants needed at both types of meetings to conduct business, they include much shorter language regarding disruptive behavior, the nomination and application process for Steering Committee positions is simplified and nominations from the floor are allowed at the election

meeting, and removal of Steering Committee members for just cause and/or missing meetings is simplified and fair.

Secretary Vigilante asked NSC Rose if she had read the proposed draft and to comment on any areas where changes might be needed to bring them into conformance with City of Oakland Resolution 79235 which applies to NCPD operations. NSC Rose stated that she had reviewed the proposed draft and it appears to be in conformance with Resolution 79235.

There was much discussion among SCMs about the proposed draft, and the general consensus of opinion was the proposed draft was good and reflects most of the feedback which had been received from current and former SCMs and members of the community.

Chairperson Winters stated that further discussion and action on the proposed bylaws should occur at the next Steering Committee meeting on August 4, 2016. Secretary Vigilante should send the proposed draft out to the Steering Committee this month to solicit feedback and incorporate that feedback into the revised draft to be considered at the August 4 meeting. This will give all SCMs more time to review the proposed draft and submit feedback. If the Steering Committee approves a draft at the August 4, 2016 meeting, it can be presented for review, comment and action at the next Community Meeting on September 8, 2016, or the one after that on November 3, 2016. Everyone was in agreement that this was an acceptable course of action to initiate MSIC bylaws changes.

Secretary Vigilante also presented an additional proposal to that instead of Community Representatives, MSIC could have Area Representatives (four of them) which align to specific geographic areas within Beat 13z. This would help MSIC align its current organizational structure to the Neighborhood Watch and CORE Groups in those areas, open the door to including them in MSIC operations and activities, and promote organizing and maintenance. The proposal would not change the Community Organization Representative positions (PPNA and MVA).

There was much discussion about this proposal. Given the complexity of the proposed changes to the bylaws, Secretary Vigilante felt that this was a topic more suited to discussion first within the MSIC MONS Committee (SCMs Mosher and Weisner). Secretary Vigilante stated that he would forward his proposal to the MONS Committee and work with the MONS Committee to consider the feasibility and efficacy of it.

6. Caution Stickers on Parking Meters:

Secretary Vigilante stated that on May 26, 2016, he received an e-mail from City Council Member Annie Campbell-Washington Office, which forwarded an e-mail from the City of Oakland Public Works Director (PWD) approving a proposal from MSIC's Crime and Traffic Safety Committee for caution stickers on parking meters to alert patrons to remove all valuables from their vehicles and report suspicious "casing of

vehicles” activities. This proposal originated in response to the continual “smash and grab” auto burglary problem in Montclair Village. The caution stickers would be placed on the meter poles, instead of the meters as originally proposed. The PWD asked MSIC to work with the Revenue Office to implement the project, and that the Revenue Director would be contacting MSIC to initiate action.

8. August Steering Committee Meeting and September Community Meeting Agendas:

Chairperson Winters noted that the next Steering Committee would be on August 4, 2016. She felt that the August Steering Committee meeting should be a strategy meeting/retreat to discuss future directions for MSIC, along with the proposed bylaws changes. This meeting would also be used to set the agenda for the next Community Meeting scheduled for September 8, 2016. There was a consensus of agreement among SCMs that this was a good course of action.

9. MSIC Project Updates:

Treasurer Clardy provided a report on the status of the Antioch Court Improvement Project. The Engineering Plans are about 75% completed, close to being ready for construction bidding. Construction is expected to start in 2017. Every effort will be made to coordinate the Antioch Court Improvement Project with the proposed three story building which will replace the current building and parking lot next to the Safeway at the corner of Mountain Boulevard and Antioch Court.

Inasmuch as all agenda items were now completed, Chairperson Winters adjourned the meeting at approximately 8:07 p.m.

Nick Vigilante

Nick Vigilante
MSIC Recording Secretary