

**MINUTES OF COMMUNITY ADVISORY BOARD MEETING
TUESDAY, 5/14/13, 4:15 P.M.**

Board Members Present: Ed Johnson, Gene Barner, Nora Daniel, Lucas Yonkman
Not Present: Jeff Campbell, Lauren Nelson, Robert Young
Dept. Staff Present: Chief Ed Green, Jennifer Yzaguirre, Renee Hammer
Also Present: Citizen Terry Lacey

Johnson called the meeting to order at 4:15 p.m. in the Police Department Training Room

Johnson noted that Jeff Campbell would be absent. Johnson received an email from Campbell noting 'outstanding job' to Officer Yzaguirre. Johnson report that Dave Thomason resigned from the Board due to his internship with his Master's program. He said Thomason did say that he would like to return to the Board maybe at a later time. Johnson introduced visitor Terry Lacey and stated that Lacey's appointment to the CAB will go before the Council at their next meeting.

AGENDA TOPICS

1. **April Minutes:** Minutes were distributed. Nora Daniel moved to approve the April minutes, Lucas Yonkman seconded. No discussion. The April minutes were approved as presented.
2. **Pertinent Updates / CAB Questions:** Chief Green turned the meeting over to Officer Yzaguirre who wanted to update CAB on last meeting's graffiti discussion.
3. **Graffiti:** Officer Yzaguirre said she gathered information on different types of graffiti remover. She mentioned that parents of Oak Harbor High School students had approached her with an idea of having football players and cheerleaders go around town, as community outreach, and help clean graffiti. Officer Yzaguirre noted she found a company that supplies a nontoxic, biodegradable product for cleaning graffiti, though it is very costly. She explained the minimum order is five (5) gallons at a cost of \$600. Cost includes spray bottles and nozzles. Officer Yzaguirre asked the CAB members for thoughts and ideas about funding and distribution of the product. Johnson asked what the chemical was and how far will it go. Officer Yzaguirre did not have the product component information but explained the purchase includes 24 32-oz. bottles with spray triggers. This product is safer, less toxic; which is a very important issue if providing to business and having students use; we want to remain cautious.

Johnson reiterated that businesses are responsible to a certain extent to remove graffiti. Johnson suggested approaching business owners, inform businesses that the football team and cheerleaders will be doing the work, and approach them about some funding. Lucas Yonkman asked what the benefit of cleaning versus painting is. Officer Yzaguirre explained painting could actually be more costly. Painting requires warm days, paint and painting supplies, and the business' time. Officer Yzaguirre addressed the tagging at City parks. The Parks Department spends hours of labor scrubbing bathroom walls. She explained this product would also be used for all City property. Johnson inquired what the labor cost is for the City and suggested computing those figures. If Public Works did not have to do as much labor, maybe budgetary savings could go towards the clean-up material or at least, a portion of it.

Johnson reiterated that some CAB board members want to be involved. Johnson suggested CAB members could supervise volunteers. Officer Yzaguirre stated that parents would be with the High School students and the Police Department volunteers are adults. Johnson asked if the school liaison (resource) officer would be involved. Chief Green explained the School Resource Officer is also a Traffic Officer and will be going back on patrol once the school year ends.

Johnson asked CAB members for further input. Yonkman stated he could volunteer time. Gene Barner mentioned that the Board's biggest focus should be contacting business, especially those affected by graffiti, however; members should not be involved in receiving checks (money).

Chief Green said he would contact Public Works about contributing towards the cost. Officer Yzaguirre stated that 5 gallons should be kept on hand at all times. Chief Green encouraged Yonkman and any other members interested in volunteering their time to contact Officer Yzaguirre directly.

Johnson commented it would be prudent for the Board to formulate a presentation or protocol on what to say when approaching businesses. Chief Green recommended a highlighted, bulleted sheet of what we are trying to do and who to contact. Officer Yzaguirre can create the information sheet and work with Martha Folsom. Officer Yzaguirre departed the meeting at 4:36 p.m.

Johnson asked, in anticipation of questions from businesses, what will prevent the graffiti from happening again, what is the Police Department going to do for prevention. Johnson stated members would need to know how to respond. Chief Green stated a majority of graffiti appears to be younger groups. Mount Vernon has been very successful with getting the youth involved, doing a lot of the cleanup work, and maintaining it. He stated that peer pressure has helped keep the graffiti away. As a result, Mount Vernon has very small graffiti issue and current graffiti is gone within a matter of a day. Chief Green expressed that education is a big part, speaking to school groups, getting community involved. The other deterrent is to identify the individual(s) and make arrests. Johnson mentioned that Campbell, in his research, came up with a whole list of things to prevent graffiti including the issue of cleaning up quickly. Chief Green said other options are to close off areas, reduced easy access utilizing fencing, and add lighting. He said Officer Yzaguirre is working on issues of lighting, clean up, plantings, and other ways to make an area not conducive to graffiti.

Nora Daniel shared that a Pioneer Way business will be painting a mural on an exterior wall. Johnson asked if the business would have to obtain a sign permit. Chief Green confirmed that yes, they would and in fact, Council has approved their permit.

Johnson requested that prior to the next CAB meeting, Officer Yzaguirre could send out the graffiti information sheet so members can review it.

4. **Pertinent Updates / CAB Questions:** Chief Green reported he would not be attending the June CAB meeting; that date is his 25th wedding anniversary. Captain Sterkel will attend in his absence.
5. **CAB Survey Discussion:** Chief Green provided two different sized zoning maps of the City. Chief Green explained the City quadrants, county areas, and military regions. He also distributed a Community/Business District Survey Officer Yzaguirre had created. He explained that this survey was an example; some questions are similar to what he is looking for in the CAB survey though this Community survey has a different focus. Johnson suggested that an initial CAB survey be sent out, then after a period of time, a second more specific survey could be sent. He suggested dividing each quadrant further down into sub-quadrants. He also suggested a follow up survey, which could target particular issues brought up and target those areas. This would give the police department more information to concentrate efforts. Chief Green agreed that breaking quadrants into additional sections would help target problem areas. Chief Green discussed known traffic problems, including in the mornings in the school areas. Narrowing down times and locations allows officers to target specific locations.

Terry Lacey asked if the City had a bulk permit to use when mailing out surveys. Barner suggested including the surveys with the City utility bills. Chief Green also suggesting using social media. He gave an illustration of a recent shoplift incident where social media responses provided fast and significant information. Many people monitor the police department online. Yonkman agreed and stated he receives updates and forwards information to others as well. Johnson suggested leaving surveys with businesses to give to customers. Lacey asked if the survey could be filled out online. Chief Green said yes. He said Folsom could receive and compile the data then forward it to Johnson. Johnson suggested adding an option area to the survey if the individual would like contact.

Chief Green reiterated he does not want CAB to start from scratch regarding the survey. He will have Officer Yzaguirre forward the Community/Business Survey to Folsom. Folsom can adapt it to CAB's use. Chief

Green's main primary questions are: are we serving you, are we doing what we need to do. Johnson asked Chief Green to prioritize the information he wants to receive and suggested sending out four surveys a year. Chief Green stated traffic and traffic enforcement is his primary focus. He wants to know what the citizens want. He also stated he wants to know the areas that police need to concentrate. Chief Green explained SR 20, Whidbey Ave, and 16th Avenue are traffic areas officers are concentrating on now.

Lacey asked how fees are distributed when citations are issued. Chief Green stated that if they are issued under a City Municipal Code, 80-90% comes back to the City. If an officer cites under an RCW (State law), a larger portion goes to the State and Courts. Lacey asked about the percentage of warnings versus written tickets. Chief Green stated 22-27% of traffic stops receive tickets. Discussion was held about if tickets reduce the likelihood of drivers reoffending, is it a good deterrent, how it can affect student drivers, and what are people's perception of the police department. Chief Green further explained that issuing tickets is not a revenue generator. Yonkman shared his experience while recently riding along with an officer. He said the officers work very hard and nonstop. He was surprised just how many traffic stops are made in a short period of time.

Johnson suggested members take the Community/Business Survey home, review, and email any notes to him. He will collect the responses then meet with Chief Green. Chief Green suggested dividing the city map into six or eight sub-quadrants to make it more manageable when distributing surveys. He pointed out how large the southwest quadrant is and noted that it includes a lot of residential area and a huge section is businesses. Johnson asked Chief Green which topic would be the main concern priority. Chief Green replied traffic. Chief Green mentioned some current traffic issues and accident statistics.

GENERAL DISCUSSION

1. **Name Badges**: Johnson distributed new name badges to CAB members. Johnson explained he wanted to see something different, more professional and decided on a magnetic clip feature. Johnson stated he did run the idea by Mayor Dudley and Chief Green. Mayor Dudley told Johnson to submit the invoice to his office. Johnson stated he paid the \$79 then submitted the invoice. Chief Green confirmed the Police Department will be paying and in fact, the Chief had just authorized the reimbursement.

Johnson thanked everyone for their input and really appreciates everyone's interesting in becoming involved. Johnson reminded members that it is easy to become over-involved and they need to remain focused on Board needs. He requested members keep CAB aware of volunteer activities. Chief Green concurred that CAB's purpose is narrow in focus; the Board has mandates and directives, by Ordinance. He noted that this does not mean members cannot step out and volunteer elsewhere, just wants to remind member that those activities are separate from CAB.

Gene Barner made a motion to adjourn the meeting, Lucas Yonkman seconded. The meeting was adjourned at 5:20 p.m. on 5/14/13.

The next CAB meeting will be held on Tuesday, 6/11/2013 in the OHPD Conference Room.
Prepared by R. Hammer