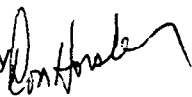




County of San Mateo
SHERIFF'S OFFICE
INTERDEPARTMENTAL MEMO

Date: November 7, 2001
Hearing Date: November 20, 2001

TO: Honorable Board of Supervisors

FROM: Sheriff Don Horsley 

SUBJECT: Recommended Letter to City of Redwood City Regarding Street Parking In Front of Hall of Justice

RECOMMENDATION: Review and approve a letter (draft enclosed) to the Chair of the City Council of Redwood City and authorize the President of the Board to sign the letter on behalf of the County Board of Supervisors and the Presiding Judge of the San Mateo County Superior Court.

Key Issues

1. Currently, curbside parking directly in front of the Hall of Justice Board Chambers lobby on the South (Marshall Street) side of the building is a loading zone and 20-minute public (green curb) parking zone. Curbside parking just around the southwest corner (Winslow Street) side of the building, in front of the offices of the Board and County Manager, consists of four metered public parking spaces operated by the City of Redwood City.
2. As a result of the terrorist attacks on and following September 11th, the Sheriff's Office has reviewed security considerations at and around the Government Center campus, and believes these two parking areas should be changed from their present open public parking designations to a more restricted red curb designated for marked city police and public safety vehicles only. A temporary security barricade was established around these two parking areas on September 12th.
3. This evaluation by Sheriff's security personnel has subsequently been reinforced by a November 1st bulletin from the Governor's Office of Emergency Services - Law Enforcement Branch (copy enclosed) which, among other issues, encourages local governments to re-evaluate the physical security of their official buildings and facilities. Moreover, local police and Sheriff's departments have recently been specifically advised by the FBI to be cognizant of the threats posed by so-called "LTB's", or light truck bombs. Common precautions include restriction of parking

space directly adjacent to public facilities to official government vehicles. Such restrictions have been in place at many public facilities since the Oklahoma City tragedy, and at State of California facilities since the truck incident at the Capitol Building last year.

4. A proposed red curb on the south and southwest sides of the Hall of Justice, designated for marked city police and public safety vehicles only, has several advantages. Besides ensuring improved safety and security for the building, it would provide a specific location for city police and fire vehicles to park while on business - usually court testimony - within the Hall of Justice. This may help alleviate the current problem of city police vehicles parking in the (former Hamilton Street) "horseshoe" and taking spaces already allocated for the public or for other County officials or County law enforcement.
5. It is believed the proposed red curb would not have an appreciable impact on parking for shoppers patronizing downtown Redwood City merchants. The existing green curb/loading zone designation on the Marshall street side already limits parking to a maximum of 20 minutes, and this clearly discourages parking for shopping activities one to several blocks away. While the four metered slots on the Winslow side could potentially be used by shoppers, long experience and observation has shown that these spots are invariably occupied before 8:00am weekdays and most weekends, before most downtown stores open, and are in fact almost exclusively used by attorneys, visitors to the Hall or Maguire Jail, jurors, or County employees.
6. There is a clear issue of lost parking meter revenue for the City, and it is probable the City would require an annual fee to be paid by the County to offset the lost meters, as a condition of the proposed change. The exact cost is not known at this time, but should not be a major amount.
7. On October 14th, 2001, a letter was sent to City Manager Ed Everett requesting his consideration and assistance in making the proposed parking changes (copy enclosed.) The matter was referred to the Redwood City Police Department, and we were informed that City administration was opposed to the temporary barricades, which were viewed as unsightly. The temporary barricades were removed at the City's request on October 29th, and no restrictions beyond existing parking designations are presently in force.

Recommendation: The attached draft letter to the Redwood City Council requests their consideration and assistance in making the proposed parking changes. The Presiding Judge of the Superior Court additionally supports this request, and the draft letter so states. We ask that your Board review the draft letter and, if acceptable, authorize the President of the Board of Supervisors to sign and send it on behalf of the County.

Attachments.

DRAFT LETTER TO REDWOOD CITY COUNCIL
Regarding Hall of Justice Curbside Parking

November 20, 2001

Councilmember
City Council of the City of Redwood City
1017 Middlefield Road
Redwood City CA 94063

Dear Councilmember:

As a result of the September 11th attacks and the expanded state of alert all government agencies are experiencing, the County has reviewed security considerations at and around the Redwood City Government Center campus, including the Hall of Justice. This review was accelerated following receipt of the State Office of Emergency Services Information Bulletin (copy attached), which encourages local government agencies to carefully review security of physical facilities, as well as by recent FBI warnings regarding the dangers of light vehicle bombs and other possible attacks on public buildings.

The south (Marshall Street) side and southwest corner of Marshall and Winslow, on the curbside immediately adjacent to the glass lobby walls and first-floor window offices of the Board and County Manager, currently allow public parking. The Marshall street curb is designated as a 20-minute/loading zone, while there are four metered parking spaces along the southwest corner on Winslow Street. The Hall of Justice has no setback space from the street, as the Hall of Justice was built in an era when attacks against public buildings were unheard of. Our security experts have advised that the building space in these two areas adjacent to the street is particularly vulnerable, and members of the public as well as employees may be at risk.

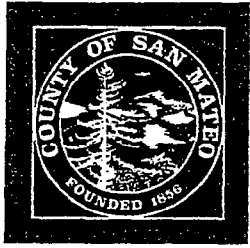
We are therefore proposing that your Council allow the four metered spaces on the Winslow corner to be eliminated, and that space be designated for Sheriff's Office vehicles only. On the Marshall street curb, we propose that the curb be designated a red curb for police vehicles only, and that it be reserved for marked city police vehicles - typically officers in Hall of Justice courtrooms on city business. This latter action will also help address the present limited parking space for city police vehicles immediately around the Hall of Justice. Our assessment of the present usage of both the green curb and the metered parking spaces also indicates daily parking is almost wholly for Hall of Justice purposes, and thus the proposed change would not adversely impact parking for patrons of downtown Redwood City merchants. These proposals were set forth in an October 14th letter from Sheriff Don Horsley to Redwood City Manager Ed Everett (copy attached.)

The Board of Supervisors and the Presiding Judge of the Superior Court concur in this proposal to your Council. We greatly appreciate your consideration and assistance in helping us make these important security changes. As always, we look forward to continued collaboration with your City in areas of mutual concern.

Very Truly Yours,

Mike Nevin
President, Board of Supervisors

Office of the Sheriff



DON HORSLEY
SHERIFF

GREGORY MUNKS
UNDERSHERIFF

COUNTY OF SAN MATEO

400 COUNTY CENTER • REDWOOD CITY • CALIFORNIA 94063-1662

TELEPHONE (650) 599-1664

ADDRESS ALL COMMUNICATIONS TO THE SHERIFF

October 14, 2001

Mr. Ed Everett, City Manager
City of Redwood City
1017 Middlefield Road
Redwood City, California

Dear Mr. Everett,

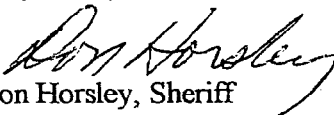
As a result of the recent terrorist attacks, the Sheriff's Office has reviewed security considerations at and around the County Campus and Hall of Justice building at 400 County Center. In so doing, we identified two elements of concern on the south and southwest corners of the Hall of Justice building.

On the southwest corner, on the Winslow Street side, there are currently four metered parking spaces for use by the general public. Those spaces are directly adjacent to the offices of the Board and County Manager. I propose that you allow us to eliminate those as public (metered) parking and include those with the remainder of that block as parking for Sheriff's vehicles only to increase the level of security.

Second, around the corner on Marshall Street, at the south end of the Hall of Justice the parking is only slightly restricted adjacent to the Board Chambers and our Office of Emergency Services. While the spaces are not metered they are, as indicated by curb markings, a loading zone and a twenty-minute zone for public use. A greater degree of security will be afforded by making all parking on the south end of the Hall of Justice building a red zone, with curb markings for marked police vehicles only.

I appreciate your consideration and assistance in these important areas of mutual concern. If you have any questions regarding this request, please call Captain Larry Schumaker at (650) 363-4316. As always, I look forward to the continued collaborations between our organizations.

Very truly yours,


Don Horsley, Sheriff

c: Mr. John Maltbie, County Manager
Mr. Neil Cullen, Director, County Public Works
Mr. Rich Heygood, Traffic Engineer
Mr. Brian Ponty, Finance Director



Information Bulletin

Governor's Office of Emergency Services Law Enforcement Branch

P. O. Box 419047

Rancho Cordova, CA 95741-9047

The Threat of Terrorism: Internal Issues for Local Law Enforcement

November 1, 2001

By

Michael Guerin, Chief
Law Enforcement Branch

During this time of increased concern over the potential for additional acts of terrorism, our office has been asked: "What can my department do to better prepare?" This bulletin will attempt to review some initial steps that each law enforcement agency can take to prepare their department and the community. In order to serve the community, your local government leadership, including that of your department, should ensure that a sound foundation exists. This foundation should help your community's ability to govern and provide services should a terrorist event occur in your area.

How safe and secure are your government facilities, including law enforcement sites? Now is a good opportunity to review your physical security, and that of other local government buildings. While it is still important to allow public access to some portions of government facilities, ensure that adequate safeguards and perimeter protection exist to deter, deny, and detect those that might intrude into secure areas.

Has your agency developed and updated a line of succession? If one or more key command officers became casualties, there should be a pre-determined list showing succession that would occur immediately, in order to assure an orderly command and control process, i.e., Chief, Patrol Captain, Services Captain, day watch Lieutenant, etc. In the event of a major emergency, even with the loss of multiple command staff members, leadership is assured if such a process is already in place.

INFORMATION BULLETIN: Terrorism – Internal Issues

November 1, 2001

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Are your agency's vital records, both electronic and paper, secured? Is there off site storage and/or duplicate copies for key documents, reports and fiscal data? What if there were a fire or other emergency that destroyed your building? Now is the time to consider contingencies for the storage of vital records. Also, now is a good time to consider alternatives to ensure that you can still deliver law enforcement services, even if a facility is lost to use due to an act of terrorism or a natural disaster. If the main police facility were damaged or destroyed how would your department continue to provide services to your community or clients? Recently, due to fires, one county sheriff's department had to be completely evacuated, including the county jail. How would your agency handle this and still provide services to the community?

What are your alternatives should your 911 and communications facilities become unavailable? In one large California city, a hazardous materials incident caused the immediate evacuation of the 911 PSAP and radio dispatch center. While enhanced 911 systems include transfer provisions for the call-taking function, how would your agency's personnel receive assignments and communicate without a functioning communications center? Consider or review plans for alternatives now. Many agencies rely on a mobile command post as a key alternative. If so, do you park this next to your main facility? Might it be better to locate this vehicle off site to avoid potential collateral damage?

Most agencies have "just enough" equipment even on a good day. What if an incident or natural disaster caused damage to many of your key resources? What if 10% of your vehicles were suddenly lost to you? What if one or more of your mobile repeater or trunking repeaters were knocked out at once? How capable would your agency be to continue providing law enforcement services? Now is a good time to consider your system and equipment vulnerabilities and set out options for reconstituting them. Unfortunately, the events on the east coast have shown us, dramatically, the need to plan for not just redundant facilities and equipment, but also the need to assure that personnel are cross trained. New York agencies lost key personnel that were experts in their specialties. Ensure that your department does not depend on any one individual for the exclusive knowledge in any one area. Rotate key personnel so others also "know how." Cross train backup personnel that can step into key functions should the primary become unavailable.

Once you ensure your internal capability is sound and resilient, you can turn your attention externally to the community you serve. If we can be of help in contingency or consequence planning, contact one of our experienced peace officers at (916) 262-1744.