



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
County Manager



**Date:** November 24, 2014  
**Board Meeting Date:** December 9, 2014  
**Special Notice / Hearing:** None  
**Vote Required:** 4/5ths

**To:** Honorable Board of Supervisors

**From:** John Maltbie, County Manager

**Subject:** ATR for Redwood City Campus Safety and Security improvements

**RECOMMENDATION:**

Approve the transfer of \$254,835 in non-Departmental funds to the Sheriff's Office for Redwood City campus safety and security improvements.

**BACKGROUND:**

County employees have expressed concern about their safety and security on the Redwood City campus, especially in the County garage. These concerns are due to an increase in both inappropriate use of County facilities and vandalism. In the garage, trash, and remnants of other questionable activities are being reported with greater frequency to the Sheriff's Office, the County Wide Building Security Unit and the Public Works Department. Large quantities of empty beer and liquor bottles are often found on the upper floors of the garage and other remnants of gatherings are found almost daily. Graffiti is also an ongoing problem. Skateboarders are congregating at County Center and riding throughout the garage, endangering County employees in their path. And there have been reports of non-County employees using the County garage for long term parking.

Another recent development is that the County campus and the parking structure have been attracting the homeless. Personal items have been found stored inside the garage and several areas of the structure have been used as a restroom including elevators and stairwells. There are also reports of transient people using facilities in 455 and 555 County Center as personal bathrooms for bathing, sleeping, and storage of personal property. County security staff are working with the Invision/Shelter Network Hot Team to assist the homeless residing on and around the County campus, but we expect the problem to be ongoing as downtown Redwood City becomes increasingly urban.

## **DISCUSSION:**

To improve the safety and security of the Redwood City Campus, especially the county garage, representatives from the County Manager's Office, Public Works Department, Sheriff's Office, and Human Resources recommend taking the following actions.

- Install no trespassing and parking restriction signs that will warn people as well as offer an enforcement component throughout the garage.
- Issue numerical referenced parking placards to County employees using the garage.
- Add an additional Security Officer position to work into the evening hours to provide patrols, escort employees to the garage and clear the County Campus buildings (400 and 555 County Center including the parking structure) at closing time and into the early evening for staff working 9/80 and 4/10 shifts.
- Install video monitoring equipment within the parking structure

In addition to taking these steps, the County is also renegotiating the agreement with Redwood City for public use of the County garage during the evening and on weekends. While the details of that agreement are still being worked out, we expect it to require twice monthly sweeping and twice annual power washing of the garage by the City and payment of a share of the electrical costs. Also, we anticipate that the City Police Department will patrol the garage at regular intervals when it is open to the public and provide monthly activity logs. The city will also remove and clean any graffiti painted during public hours.

## **FISCAL IMPACT:**

The estimated cost of the proposals listed above is \$254,835. The one-time costs include \$2,500 for signage, \$7,335 for the parking permit placards and \$165,000 for the garage video equipment. Monitoring and parking enforcement of the placard program will be done by Public Works staff at no additional cost. The ongoing cost of the additional security officer is expected to be \$80,000 in the first year.

At the County Center complex, 256 or 10.5 % of the total 2,445 employees work for the Courts. The Courts have agreed to pay for 10.5% of the cost of the signage, security officer and video equipment. They will also pay for parking permit placards for their staff. The Courts share of the total cost of the security improvements is \$26,755. The County share is \$228,080. It is recommended that this amount be transferred to the Sheriff's office for the security improvements. The Courts share will be repaid to the County annually through arrangements with the County budget officer.