



PLANNING COMMISSION

AGENDA REPORT

VIII.1

MEETING DATE: DECEMBER 13, 2010

ITEM NUMBER

SUBJECT: REQUEST FOR CREATION OF A TASK FORCE TO STUDY HOMELESSNESS IN COSTA MESA

DATE: NOVEMBER 30, 2010

FROM: CITY MANAGER'S DEPARTMENT

PRESENTATION BY: THOMAS R. HATCH, ASSISTANT CITY MANAGER

FOR FURTHER INFORMATION CONTACT: THOMAS R. HATCH, ASSISTANT CITY MANAGER
714-754-5288

RECOMMENDATION

That the City Council:

1. Create a task force made up of community stakeholders to study the impact of homelessness on the City of Costa Mesa and;
2. Authorize the Chair of the Planning Commission to appoint two Commissioners to serve on this task force.

BACKGROUND

Over the years the numbers of chronic homeless and the number of complaints has fluctuated; however, as of late, there have been an increased number of complaints and concerns which are in need to immediate review.

Based on these concerns, the Planning Commission held a Joint Study Session with the Parks and Recreation Commission on November 8, 2010 to discuss this issue. Representatives from the City Manager's office prepared the attached staff report (Attachment A) which gave the Commissions an update on the impacts and homeless issues within Lions Park as well as some suggestions for future action. The report documented the problems encountered within the park itself including consumption of alcohol and drugs, oral and physical altercations and the intimidating presence of some intoxicated homeless individuals. It also included data obtained through interviews with the Costa Mesa Historical Society, County Library staff working at the Donald Duggan Library, residents, City staff working in Lions Park facilities such as the Downtown Community Center and impacts communicated by all departments in the City. All parties expressed a high level of frustration both for themselves and on behalf of their customers due to the significant impacts from the escalation in the number of homeless individuals congregating in the park.

ANALYSIS

The attached staff report was presented at the Joint Study Session. It details both current actions and future options with regard to developing solutions to the homeless problem in Costa Mesa. Current actions include extensive data gathering with regards to other cities' approaches to ending homelessness; meeting with local churches and social service providers serving the homeless and conducting a numerical assessment to evaluate the number of Costa Mesa residents who are homeless and re-evaluating our park permit/picnic shelter rental process.

Notwithstanding the above, a longer term strategy is needed to address this issue. Based on the research staff has gathered, as well as interviews with many of those impacted by homelessness in the community, solutions to homelessness are as varied as the individual. The final recommendation in the attached staff report is the development of a data-driven, collaborative strategy to achieve solutions for Costa Mesa that appropriately limit our scope of the larger responsibility of chronic homelessness, yet focus on Costa Mesa's own homeless population. The scope of work for the Task Force will include:

- Evaluation of current actions
- Review of park policies, procedures and ordinances
- Review best practices of other cities with the goal of developing data driven solutions
- Examine the characteristics of the homeless population to develop appropriate strategies to deal with homeless Costa Mesa residents

Based on the above, on November 17, the Parks and Recreation Commission recommended that City Council create a task force made up of community stakeholders to study the impact of homelessness on the City of Costa Mesa and authorize the Chair of the Commission to appoint two Commissioners to serve on this task force. Since this task force will also be focusing on community planning issues with respect to the homeless population, the Planning Commission is asked to join with the Parks and Recreation Commission in recommending that the City Council create a task force designed to develop solutions to the impacts of homelessness on the community. It is also requested that the City Council authorize the Chair of the Planning Commission to appoint two Commissioners to serve on the task force.

ALTERNATIVES CONSIDERED

The Planning Commission could choose to recommend the continued current actions including regular patrol checks and meeting with individuals impacted by homelessness on a case by case basis to address homelessness in Costa Mesa.

FISCAL IMPACT

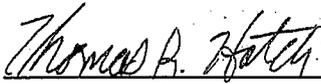
There should be no fiscal impact to the general fund.

LEGAL IMPACT

Staff will be working closely with the City Attorney's Office to examine the legal aspects of any prospective homeless solutions.

CONCLUSION

Based on the ongoing as well as recent impacts of homelessness in Costa Mesa, it is clear that more collaboration, communication and specific solutions are needed. Therefore, the Planning Commission may recommend that the City Council create a task force made up of community stakeholders to study the impact of homelessness on the City of Costa Mesa, which will include at least two members of the Planning Commission.



Thomas R. Hatch
Assistant City Manager



Muriel Ullman
Neighborhood Improvement Manager

Attachment A – Agenda-Related Written Communication presented at the 11/8/10 Joint Parks and Recreation and Planning Commission meeting regarding Downtown Community Facilities: Current Issues

Interoffice Memorandum City of Costa Mesa

Date: November 1, 2010

To: Members of the Parks & Recreation Commission and Planning Commission

From: Tom Hatch, Assistant City Manager
Muriel Ullman, Neighborhood Improvement Manager

Subject: Update on Impacts from Homeless Issues within Lions Park

Introduction:

Complaints and concerns have escalated to a higher level recently related to impacts from larger numbers of chronic homeless congregating within Lions Park. Over the years the number of homeless along with the number of complaints has fluctuated. The increased number of complaints and concerns are in need of immediate review and attention. This memorandum is provided to the joint meeting of the Parks and Recreation Commission and Planning Commission as background material for your discussion on this issue.

Background:

Over the years, research has been conducted and various discussions have occurred to develop solutions and approaches that would help the community manage the impacts from the significant homeless population in and around Lions Park. These efforts have been moderately successful in the short term but unsuccessful in the long term. The historical impacts include the following and they continue today:

- Intoxicated and/or mentally unstable - Individuals creating an intimidating presence and harassing members of the Public, City Recreation and County Library staff and generally interfering with classes and functions taking place at adjacent public facilities;
- Consumption of alcohol and drugs within the park;
- Unsanitary conditions due to urination and defecation within the park;
- Oral and physical altercations between intoxicated homeless individuals;
- Medical aid calls due to alcohol and drug consumption or mental health issues;
- Use of loud, inappropriate language;
- Numerous municipal and State code violations like bathing in fountain or restrooms, dogs off leash, littering, presence in park after dark, possession of open container, disorderly conduct, drinking in public, assault, vandalism, indecent exposure, warrant arrest, property crimes, etc.

Recent efforts to learn more about the problem and enhance communication has improved general inter-departmental cooperation in an effort to more effectively troubleshoot and work together to reduce homelessness and its impact on the community. The research included reviewing the approaches taken by neighboring jurisdictions to combat the problem, as well as reviewing the efforts of larger cities in Los Angeles and Riverside Counties, which have implemented extensive homeless coordination programs to varying levels of success.

Additionally, staff has worked with the Orange County Homeless Coordinator at times to seek assistance with specific issues.

Neighborhood Improvement Manager Muriel Ullman will now coordinate homeless issues for the City and has begun reviewing the recent homeless impacts at Lions Park with City staff. This review was prompted by a series of both in-house staff and citizen complaints from numerous sources including County Library personnel, Recreation and Aquatic staff, contract class instructors and participants at the Downtown Recreation Center (DRC) and Neighborhood Community Center (NCC), the Costa Mesa Historic Society and residents regarding the impacts from homeless in Lions Park. According to those interviewed, one of the newer factors is the homeless feeding programs conducted by Orange County Churches every Wednesday and Sunday and once a month on Saturday.

Several meetings have occurred recently with staff and various service providers to examine the extent of the problems, size of the homeless population in the park, the characteristics of the homeless clientele, and types of violations. Additionally, City Manager's staff has been monitoring the homeless situation on a daily basis with an emphasis on the Wednesday and Sunday feeding programs. Staff has also met with personnel from the cities of Laguna Beach and Anaheim, homeless service providers, Mercy House, Vanguard University and churches. Findings, actions to date, and future options are listed below.

Issues and Impacts:

1. Impacts communicated by County staff working at Donald Duggan Library:

- More homeless individuals using restrooms because restrooms in the DRC and NCC are only available for guests of those facilities and/or because park restrooms have been closing earlier;
- Librarian forced to hire security guard for 25 hours per week which reduces the available resources for basic library services to the public. This cost of approximately \$16,000 per year is paid ½ each by the County and the Friends of the Library;
- Librarian orders homeless to leave when they are unwashed and unsanitary and/or intoxicated and gives them flyer telling where they can get food and showers;
- Restrooms left messy due to bathing activities that create general unsanitary conditions. Due to on-going problems with the bathrooms, they are now locked;
- Pads on chairs ruined and need to be regularly replaced due to unsanitary conditions;
- Chronic alcoholics and mentally ill homeless gravitate to the library since it is warm and safe, which deters both volunteers and Costa Mesa residents from frequenting the downtown branch; and
- Heavy smoking is connected to alcohol and drug use and is regularly occurring right outside of the entrance to the library.

2. Impacts communicated by Costa Mesa Historical Society:

- The Costa Mesa Historical Society has provided the Commissions with a written report of the impacts they are experiencing.

3. Impacts communicated by Staff, contract instructors and guests of the NCC, DRC and Park:

- Contractors working at the NCC (i.e. gymnastics) complain that intoxicated homeless individuals create an atmosphere of intimidation that negatively impacts parents and kids going to and leaving classes;
- Aquatics, NCC and DTCC staff constantly harassed as they go and come from work;
- Concerns expressed about unattended luggage, bags or other personal items; and
- Parents complain that the atmosphere is scary and not appropriate for kids.

4. Impacts communicated by residents, staff and observed by staff at the Park Picnic Shelter:

- Several groups have instituted regular feeding programs at the Lions Park Picnic Shelter over the last few months. Staff has noticed several violations of the standard conditions for the reserved use of the shelter. The following are issues related to this use:
 - Recently staff had to require insurance related to safety concerns with the Wednesday reserved shelter use;
 - Based on recent staff observations, the following conditions have been noted, including individuals engaging in belligerent and/or aggressive behavior (fights, arguments, yelling); individuals engaging in intimidation including glaring at park visitors, yelling at them and approaching them to ask what they are doing at this public place; hanging wet sleeping bags over City monument signs; consumption of alcohol and the presence of intoxicated individuals in the immediate area; drug use; and
 - It is unclear if the intent behind the development of the Picnic Shelter Reservation System is for the occasional rental to allow individuals to host gatherings or if the community is comfortable with ongoing rental by the same group or individual week after week. The Commissions may want to explore a policy of instituting a cap on the number of Picnic Shelter rentals one individual or group could have each year?

5. Impacts communicated by the Police and Fire Departments:

- Incidents tracked by the Police Department in Lions Park for calendar year 2009 were 129 and for calendar year 2010 through only September the number of incidents is 634;
- Many of these incidents involve the repeat offenders that are part of the chronic homeless population at the Park;
- Enforcement is conducted and citations are issued (arrests if necessary), only to have little impact to discourage Park rule and/or law breaking. PD reports that several chronic homeless have been issued numerous citations that are ignored. These homeless understand that officers in the field know that if they arrest a chronic homeless individual that they need to get them medically cleared at a hospital and then get them checked into county jail all of which can take a minimum of two hours and sometime six hours or more. This time away from other patrol duties is hard to justify when faced with higher priority issues in the community. Lt. Rob Sharpnack will be in attendance at the meeting if more information is needed about the challenges faced with enforcement of the code on chronic homeless;
- Significant time and effort is spent trying to assist individual chronic homeless. Without a coordinated effort and continuous daily effort, successfully helping members of this population is unlikely to occur and this causes frustration among officers and firefighters; and

- Examining the cost impacts on homeless enforcement/coordination actions to the City organization and community in general; and
- Develop a data-driven, collaborative strategy to achieve solutions for Costa Mesa that appropriately limits our scope of the larger responsibility of chronic homelessness.

In summary, the key to our success would be to put appropriate limits on our scope of responsibility, collaborate with stakeholders and develop solutions that focus on Costa Mesa's own homeless population.

- There is a feeling that new or different enforcement tools are needed – possibly changes to the municipal code, “stay away” orders from the Park for the continuously intoxicated and most flagrant rule breakers and where a public nuisance has been established. Other cities have tools/codes that should be further reviewed and that may be of benefit to our Police Department.

Current Actions:

Several recent action steps have been taken or are being taken to further understand the impacts and to create solutions. These include:

- Staff has held meetings with numerous stakeholders including those mentioned above as well as staff from other cities, other local homeless service providers, local churches, veterans organizations, Interfaith Council of Orange County, etc.
- Staff met with the City Attorney’s Office on a variety of issues including development of a “stay away” ordinances for serious repeat offenders as well as other appropriate code provisions;
- Staff is currently researching uniform insurance requirements for any group programs where over 50 individuals are anticipated as well as reviewing the park permit process as a whole;
- A no smoking ordinance is being evaluated as well as other ordinance provisions;
- Meet with the Santa Ana Police Officer that coordinates these issues for that community to understand the pros and cons of designating an officer to assist with enforcement approaches;
- Continue to research how other cities manage the legal and environmental impacts from homelessness;
- Participate in and support the Mercy House/Vanguard University homeless survey to determine how many individuals are actually homeless in Costa Mesa;
- Begin conducting a study to determine the monetary impact of homeless enforcement on general fund (police and fire in particular);
- Contact Department of Veterans Services in Long Beach for assistance with homeless veterans and to receive information about the Shelter-Plus program for Veterans;
- Meet with local pastors to discuss assisting Costa Mesa homeless residents;
- Continue to meet with local social service providers and churches regarding different approaches to end homelessness in Costa Mesa with the assistance of Mercy House; and
- Continue enforcement actions as appropriate and as resources are available.

Future Options:

One option is to develop a long term strategy that will define Costa Mesa’s chronic homeless population from the general County homeless population (limit our scope) with the goal to develop solutions without in any way enlarging the problem or the scope of our responsibility. A meaningful strategy will involve a multitude of steps including:

- Develop and present a concept to the Commissions and City Council, discussing options and seek direction;
- Determine the extent of the chronic homeless population in Costa Mesa with the assistance of Mercy House and Vanguard University;
- Create a definition of how a chronic homeless individual is a Costa Mesa resident;



City of Costa Mesa

Inter Office Memorandum

TO: PLANNING COMMISSION

FROM: KIMBERLY BRANDT, AICP, DEVELOPMENT SERVICES DIRECTOR 

DATE: DECEMBER 2, 2010

SUBJECT: SUMMARY OF POLICE INCIDENTS AT LIONS PARK

Attached for your information is a 3-year summary of Police incidents at Lions Park. Staff will send to you under separate cover a summary of the incidents at the Neighborhood Community Center.

Attachment

Incidences: Lion's Park
Everything Logged (Including Arrests)

2010								
	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total:
Jan	3	8		1	7	5	3	27
Feb	15	15	12	11	12	12	20	97
Mar	15	18	11	20	9	12	12	97
Apr	27	18	14	21	9	9	14	112
May	9	17	15	8	12	14	13	88
Jun	15	13	9	10	7	9	17	80
Jul	2	5	1	1	3	7	3	22
Aug	30	4	11	7	9	7	6	74
Sep	9	10	7		2	4	5	37
Oct								
Nov								
Dec								
Total:	125	108	80	79	70	79	93	634

2009								
	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total:
Jan	2		2	1	4	2	1	12
Feb	3				1		3	7
Mar	1		2	2		2		7
Apr	1	3	1	2		3	4	14
May	1	1	2	3	1	2	2	12
Jun	2	2	5			4	2	15
Jul	3	5	3	5	5	2	2	25
Aug			1		2	1	2	6
Sep		1	3	1	1		1	7
Oct				1		2	1	4
Nov		4	2			2	1	9
Dec		1	1	3		1		6
Total:	13	17	22	17	14	21	19	123

2008								
	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total:
Jan			1		2	1	1	5
Feb					3	1	1	5
Mar		1		2	1		1	5
Apr	4		1	1			1	7
May	1	1		1	5	3	3	14
Jun	1	2		3		6		12
Jul	3	5	4	4	1	4	3	24
Aug	2	4	2		2	1	2	13
Sep	1		1	1	1	2		6
Oct				4		1	1	6
Nov		2	2	1		1	3	9
Dec		1		1	2	1		5
Total:	12	16	11	18	17	21	16	111

Definition of Incidents:

- 928- Property Report
- BS- Bicyclist Stop
- PN929- Person Down-Medics
- 314- Indicent Exposure
- 529- False Impersonation
- NOISE- Noise
- 925- Suspicious Circs
- GANG- Gang involved incident
- MUSIC- Music Disturbance
- 902T- TC Non-Injury
- 929- Person Down
- 488- Petty Theft
- UNWANT- Unwanted Guest
- FIGHT- Fight
- 415- Disturbance
- 586- Parking Violation
- DRINK: Drinking in Public
- 390F- Drunk Female
- 240- Assault
- 148- Resisting Police Officer
- PPA- Police Public Assistance
- 925C- Suspicious Person
- 920F- Found Adult/Child/Juv
- 415JUV- Disturbance Juvenile
- 290- Sex Registration
- 925V- Suspicious Vehicle
- FP- Foot Pursuit
- PC- Patrol Check
- P902M- Medical Aid
- Warr- Warrant Arrest
- SS- Subject Stop
- C6- Out For Investigation
- 919- Keep the Peace
- 242- Battery
- 647F- Drunk in Public
- MUNI- Muni Ordinance Violation
- TRANSI- Vagrant/Transient
- TSTOP- Traffic Stop

Arrests (2008-2009)

Lions Park Arrests Only

2010	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total:
Jan		3						3
Feb	3	1					2	6
Mar	2	1		1				4
Apr	3				2		1	5
May	1					1	1	3
Jun	2						2	4
Jul								0
Aug		1		2			1	5
Sep							2	2
Oct								
Nov								
Dec								
Total:								32

2009	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total:
Jan							1	1
Feb					1			1
Mar				1				1
Apr							2	2
May						1		1
Jun			1					1
Jul			1	1		1	1	4
Aug								0
Sep						1	1	2
Oct							2	2
Nov	1							1
Dec		1	2					3
Total:								19

2008	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total:
Jan								0
Feb								0
Mar								0
Apr	1							1
May					1	1		2
Jun							1	1
Jul	1	1		2			1	5
Aug	1	2						0
Sep						1		1
Oct								0
Nov								0
Dec								0
Total:	3	3		2	1	2	1	10



City of Costa Mesa

Inter Office Memorandum

TO: PLANNING COMMISSION

FROM: KIMBERLY BRANDT, AICP, DEVELOPMENT SERVICES DIRECTOR *KB*

DATE: DECEMBER 3, 2010

SUBJECT: SUMMARY OF INCIDENTS AT LIONS PARK, NEIGHBORHOOD
COMMUNITY CENTER AND DOWNTOWN RECREATION CENTER

Attached for your information is a 3-year compilation of incidents at Lions Park, the Neighborhood Community Center and Downtown Recreation Center. The total number of incidents by year are as follows:

2010	3 incidents
2009	7 incidents
2008	8 incidents

Attachment



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Wednesday, January 20, 2010 Time: 7:30 - 8:15 am am / pm

Facility/Area: Neighborhood Community Center/Outside the lobby area facing Downtown Recreation Center

Name(s) of person(s) involved: Unknown Phone: _____
Phone: _____
Phone: _____

Staff in Charge: E.J. Hartloff Title: Recreation Coordinator

Description of Incident:

On Wednesday, January 20, 2010, about 7:30am, Frank Barraza, Maintenance Worker I, informed E.J. Hartloff, Recreation Coordinator that we had an unknown transient leaned up against our building, passed out, and holding a knife in his hand.

Police Notified: Yes No (if yes) Report Reference No: _____

Officer's Name: _____

Course of action taken by staff:

Armida Thomson, Office Specialist II, had called the police at 7:25am, and the police informed her that they would be on their way. In the meantime, the unknown transient was attempting to sit up and would end up falling down on the cement, obviously intoxicated. By 7:45am the police had not responded to the call, and the unknown transient was propped up on the door trying to get his pants on, and continuing to fall over. E.J. Hartloff called Lisa McPherson, Recreation Supervisor at City Hall, and she suggested to call the "Watch Commander", which E.J. had done before, and been told by Brian Glass to just call dispatch, as that is who he transferred her to the last time there was an incident. After discussing this with Lisa McPherson, E.J. Hartloff contacted dispatch again, explaining that the Neighborhood Community Center is open to the public, we are a city building, and that we have children programs starting within the next 10 minutes, and the dispatch employee explained that the police were busy, and that is why they have not responded yet. Additionally, the dispatch employee kept asking if the transient was threatening anyone, which was unknown, as nobody was outside the doors with the transient. At 7:55am, Park Ranger Lorna approached the man, and she was telling him to clean his area up. He was mumbling and slurring his words when he was talking to her. After 5 minutes of this, two officers approached the situation; one of them picked up the knife and placed it back on the ground. The unknown transient picked up his stuff, his pants were falling off, so he had to redo his belt, which took him a couple minutes as he could not stand up straight. During this time, one of the officers, Officer Trabino came into the Neighborhood Community Center office area, and debriefed us on this situation. Officer Trabino explained that they had told the unknown transient to go on his way,

E.J. Hartloff asked him if the unknown transient was intoxicated, and Officer Trabino said, "absolutely not", then he explained to Frank Barraza that he should get a power washer, as the unknown transient had urinated and soiled his pants. After the police left the scene, the unknown transient walked over to the library, with his pants around his thighs exposing his soiled underwear. Pictures available.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: E.J. Hartloff

Date: 1/20/10

Recreation Supervisor: _____

Date: _____

Recreation Manager: _____

Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Wednesday, July 21, 2010 Time: 8:45am am / pm

Facility/Area: Men's Restroom/Neighborhood Community Center

Name(s) of person(s) involved: Frank Barazza Phone: (714) 327-7525

Local Transient (Werner) Phone: UNKNOWN

E.J. Hartloff Phone: (714) 327-7527

Staff in Charge: E.J. Hartloff Title: Recreation Coordinator

Description of Incident:

Frank Barazza, Maintenance Worker 1, witnessed a local transient (Werner) bathing himself in the men's restroom in the Neighborhood Community Center. Frank informed Werner that he was not allowed to bath in the facility and he needed to leave. Werner stood about 3 inches away from Frank's face, trying to intimidate him, and proclaimed that he did not need to go anywhere, and that this was a public building so Frank had no business asking him to leave. Additionally, Werner told Frank that he was going to sue the city for treating him like this.

Police Notified: Yes No (if yes) Report Reference No: No report taken.

Officer's Name: Officer Bill Adams

Course of action taken by staff:

Frank Barazza, Maintenance Worker 1, informed E.J. Hartloff, Recreation Coordinator that Werner, a local transient, was acting aggressively after Frank caught him in the restroom bathing and asked him to leave. E.J. contacted the police dispatch, and told them the situation, and was put on hold. Next, E.J. was transferred to Dispatch #101, and retold the situation, explaining that she was a city staff, a Recreation Coordinator, and that the transient was known to be aggressive. Dispatch #101 told E.J. that she needed to explain aggressive more to get an officer to respond. I explained that the transient was being aggressive enough to the Maintenance city staff that he had requested me to call the police. During the phone call, the transient left the building, which I mentioned to Dispatch #101. At that point, Dispatch #101 was going to recall the dispatch request, and E.J. insisted that a police officer come and talk to the transient, whom was sitting 50 yards away on a planter. After 5 to 10 minutes on the phone, Dispatch #101 dispatched an officer. Officer Adams and a Park Ranger Trainee arrived within 5 minutes after hanging up with police dispatch. E.J. Hartloff and Frank Barazza walked them over to the area where Werner was sitting. They went through the situation and informed them that they would talk with Werner, and let him know that he has now refused to leave a city facility when asked and the next time he enters NCC, the staff are now directed to call police dispatch and Werner would be arrested. Both officers were very professional and helpful. Werner did not come back for the rest of the day.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: E.J. Hartloff Date: 7-22-10

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Saturday, November 13, 2010 Time: 10:00am am / pm

Facility/Area: Downtown Recreation Center/Outside of MPR next to bike locks

Name(s) of person(s) involved: Dustin Fristed (Rec Leader III) Phone: 714-754-5300

Phone: _____

Phone: _____

Staff in Charge: Dustin Fristed Title: Recreation Leader III

Description of Incident:

Multiple parents of gymnastics students entered the Downtown Recreation Center and notified staff that a transient was outside the facility and had pulled his pants down in front of the building and began bathing himself with a rag. Staff observed this activity and called communications and asked for a police officer to respond.

Police Notified: Yes No (if yes) Report Reference No: _____

Officer's Name: _____

Course of action taken by staff:

Staff asked that the transient be escorted off the Downtown Recreation Center property. Police officer asked Dustin if he wanted to press criminal charges, but Dustin declined.

Supervisor Use Only	
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No (if yes)	
Follow-up instructions/recommendations:	
Recreation Coordinator: _____	Date: _____
Recreation Supervisor: _____	Date: _____
Recreation Manager: _____	Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: May 26, 2009 Time: 12:25pm am / pm

Facility/Area: Lions Park, 570 W. 18th Street, and the Neighborhood Community Center, 1845 Park Avenue

Name(s) of person(s) involved: E.J. Hartloff, Recreation Coordinator Phone: (714) 327-7527

Marianna Duarte, Recreation Leader IV Phone: (714) 327-7525

Unknown Transient Phone: Unknown

Staff in Charge: E.J. Hartloff Title: Recreation Coordinator

Description of Incident:

On Tuesday, May 26, 2009, Recreation Leader IV Marianna Duarte was eating lunch in her car in the parking lot of the Neighborhood Community Center. As she was eating, she witnessed a group of transients on the grass in Lions Park passing around alcohol and acting intoxicated. A female transient was sitting on top of a male transient acting out inappropriate sexual behavior. Then the female transient walked around to each male and let them grope her. All of this happened approximately 20 yards away from the playground where children were playing.

Police Notified: Yes No (if yes)

Report Reference No: N/A

Officer's Name: Matt Pallo, Park Ranger

Course of action taken by staff:

Recreation Leader IV Marianna Duarte came inside the Neighborhood Community Center and called dispatch. Park Ranger Matt Pallo came into the building to witness transients from inside the building the group of transients moved toward the fountain area. After a couple minutes, the woman who was intoxicated with the males on the grass, walked in between the Neighborhood Community Center and the Downtown Recreation Center and pulled her pants down in front of the wall and was about to urinate. Matt Pallo opened up the glass doors and cited the woman. Eventually, all of them left the front of the building.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: May 26, 2009 Time: 6am to 10:30am am / pm

Facility/Area: Neighborhood Community Center, 1845 Park Avenue

Name(s) of person(s) involved: E.J. Hartloff, Recreation Coordinator Phone: (714) 327-7527

Frank Barraza, Maintenance Worker I Phone: (714) 327-7525

Unknown Transient Phone: Unknown

Staff in Charge: E.J. Hartloff Title: Recreation Coordinator

Description of Incident:

On Tuesday, May 26, 2009, Recreation Coordinator E.J. Hartloff arrived to work at the Neighborhood Community Center and saw a man curled up on the ground next to the doors that face the Downtown Recreation Center. After talking with Maintenance Worker I Frank Barraza, staff decided to ask the man to move. Staff then noticed that Park Ranger Matt Pallo was in the parking lot of the Neighborhood Community Center, staff approached Matt and asked him to move the man along.

Police Notified: Yes No (if yes) Report Reference No: N/A

Officer's Name: Matt Pallo, Park Ranger

Course of action taken by staff:

Park Ranger Matt Pallo approached the man and let him know that he could not sleep there. The man explained that he had been there since 9pm the previous night. The man said that he was intoxicated the previous night and he was trying to recover. Park Ranger Matt Pallo had the man leave the park area.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Tuesday, June 16, 2009 Time: 10:40am am / pm

Facility/Area: Neighborhood Community Center

Name(s) of person(s) involved: Unknown Transient (Mark) Phone: N/A

Phone: _____

Phone: _____

Staff in Charge: E.J. Hartloff Title: Recreation Coordinator

Description of Incident:

At approximately 10:40am on Tuesday, June 16, 2009, an unknown transient, came into the Neighborhood Community Center appearing very intoxicated. He was stumbling all over the hallway, and used the Men's Restroom. This was the third time that this man had been in the building that morning. Each time he entered the building, he would go into the Men's Restroom he would change his clothes. The man had very peculiar behavior.

Police Notified: Yes No (if yes)

Report Reference No: N/A

Officer's Name: Unknown

Course of action taken by staff:

I, E.J. Hartloff, Recreation Coordinator, called the police dispatch and a police officer was out here within 2 minutes of calling. He mentioned that the unknown transient was named Mark and was a "regular" here at the Lion's Park Hub. By the time the officer arrived, Mark had entered the library. I directed the police officer in that direction.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: E.J. Hartloff Date: 6/16/09

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



CITY OF COSTA MESA
ADMINISTRATIVE SERVICES DEPARTMENT ♦ RECREATION DIVISION

INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Monday, August 24, 2009 Time: 12:45 P.M. am / pm

Facility/Area: Downtown Recreation Center

Name(s) of person(s) involved: Jun Gandia Phone: 714-327-7562

Melissa (Gymnastic's Instructor) Phone: 714-327-7560

Cameo Swanson (Transient) Phone: _____

Staff in Charge: Cecily Renteria Title: Aquatics Recreation Specialist

Description of Incident:

Cameo Swanson came into the facility around 11:20 a.m. and asked Recreation Leader IV Cristina Sanchez if she could go to the bathroom. Cristina told her that was okay. At around 11:45 a.m. the gymnastics class was released to use the bathroom and the instructor Melissa saw Cameo bathing her dog in the facility sink. Melissa went to the Neighborhood Community Center to complain about the incident to Recreation Coordinator EJ Hartloff. EJ Hartloff informed Melissa that she needed to go back to the Downtown Recreation Center and inform the facility staff. Recreation Leader IV Jun Gandia was then notified by Melissa of the situation and asked Cameo to leave. At 12:30 p.m. Cameo had still not left the facility and Jun Gandia called dispatch.

Police Notified: Yes No (if yes) Report Reference No: Incident # 09-68726

Officer's Name: Matt Pallo

Course of action taken by staff:

Jun Gandia contacted dispatch about the incident. Park Ranger Matt Pallo came and talked to the Cameo about the rules of the facility restroom and informed her of the rules of the facility and that she is no longer allowed back at the Downtown Recreation Center unless she is there to conduct official business.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Friday, August 28, 2009 Time: 2: 33 p.m. am / pm

Facility/Area: Downtown Recreation Center - Bench area inside the building

Name(s) of person(s) involved: Cecily Renteria Phone: (714) 327-7567

Doreen Harris Phone: (Transient)

Phone: _____

Staff in Charge: Cecily Renteria Title: Recreation Specialist

Description of Incident:

On Wednesday, August 26 a female transient named Doreen Harris came into the building and sat on the bench next to the gymnastics room and would not leave. After some time she was asked to leave the building by Recreation Supervisor Robby Waite. On Friday, August 28 she came back into the building and sat down on the bench outside the gymnastic room and apparently urinated on the bench, where aquatic staff found her on their way back to the office for a meeting.

Police Notified: Yes No (if yes) Report Reference No: #69806

Officer's Name: M. Harvey

Course of action taken by staff:

Cecily Renteria instructed Recreation Leader IV Cristina Sanchez to contact dispatch. Officer Michael Harvey arrived at the Downtown Recreation Center and both the Officer and Cecily talked to Ms. Harris and informed her that due to the circumstances she was no longer welcome in the building unless she had business with the City of Costa Mesa; and that if she comes back inside to the building again, she will be arrested for trespassing.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Thursday, June 11, 2009 Time: 9:40 am / pm

Facility/Area: Downtown Recreation Center

Name(s) of person(s) involved: Robby Waite Phone: 7561

Phone: _____

Phone: _____

Staff in Charge: Robby Waite Title: Assistant Recreation Supervisor

Description of Incident:

At around 9:40 a.m. on Thursday, June 11, Assistant Recreation Supervisor Robby Waite witnessed a man walk by the windows of his office and into a corner by the side entrance to the Downtown Recreation Center gymnasium. The man went into the corner, looked around and then began to urinate on the building. The man then walked to the grass area in between the Downtown Recreation Center and the Orange County Public Library where he sat down and finished a beer. He then laid down on the grass with a woman.

Police Notified: Yes No (if yes) Report Reference No: _____

Officer's Name: _____

Course of action taken by staff:

Robby called the Costa Mesa Police and described what he witnessed. Three officers arrived at the Downtown Recreation Center, one of them came into the facility and spoke with Robby. The officers then spoke with the man and the woman and later left the facility.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Friday, July 17, 2009 Time: 4:45 am / pm

Facility/Area: Downtown Recreation Center Men's Restroom

Name(s) of person(s) involved: Jorge Prado Phone: 7560

Phone: _____

Phone: _____

Staff in Charge: Cecily Renteria Title: Recreation Specialist

Description of Incident:

Around 4:45 p.m. on Friday, July 17 Recreation Leader IV Jorge Prado was approached by Laura from the Child's Pace program and was informed that one of the Child's Pace participants thought he saw a naked adult man in one of the stalls in the men's restroom. Jorge entered the men's restroom and noticed a pair of bare feet and a few clothes on the floor of the handicap stall. Jorge didn't notice anything out of the ordinary and assumed that someone was changing their clothes in the restroom stall. Jorge waited approximately four minutes and then went back into the restroom to see if anything had changed. The second time Jorge entered the restroom he overheard a man moaning and making other weird sounds and then he heard a woman's voice, Jorge then looked on the ground and noticed two sets of bare feet in the restroom stall. Jorge came to the conclusion that the two individuals were having sexual intercourse in the restroom stall.

Police Notified: Yes No (if yes) Report Reference No: _____

Officer's Name: _____

Course of action taken by staff:

After Jorge figured out what was going on in the restroom he immediately went in to the front office and called the Costa Mesa police. As Jorge was on the phone with the police the two individuals came out of the restroom and left the building. Jorge gave the police a physical description of the man and woman and waited for the police to arrive at the Downtown Recreation Center. An officer arrived at the Downtown Recreation Center around 5:00 p.m. and Jorge sent him in the direction of the two individuals.

Supervisor Use Only

Follow-Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Friday, October, 23, 2009 Time: 10:55am am / pm

Facility/Area: Downtown Recreation Center (outside bench)

Name(s) of person(s) involved: Frank Barraza Phone: (714) 327-7567

Francisco Molina Phone: (714) 547-5236

Phone: _____

Staff in Charge: Cecily Renteria Title: Aquatics Recreation Specialist

Description of Incident:

Frank Barraza, the maintenance worker, was entering the DRC when he notes a transient male urinating out side behind a bench. Our messenger Francisco Molina, witness the same action from the transient. Frank let me know what was happening out side.

Police Notified: Yes No (if yes)

Report Reference No: _____

Officer's Name: Fricke - 589

Course of action taken by staff:

I called dispatch, and transient was arrested

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Tuesday, January 15, 2008 Time: 8:45 am / pm

Facility/Area: Downtown Recreation Center - bench area in front of building

Name(s) of person(s) involved: Marian Bartolome Phone: (714) 327-7560

Robby Waite Phone: (714) 327-7561

Phone: _____

Staff in Charge: Robby Waite Title: Assistant Recreation Supervisor

Description of Incident:

During the morning of Tuesday, January 15, a homeless lady "Rita" was yelling inappropriate curse words at patrons walking into the Downtown Recreation Center. Three different gymnastics parents complained to staff about Rita's behavior.

Police Notified: Yes No (if yes) Report Reference No: 08-4100

Officer's Name: Officer Adams

Course of action taken by staff:

Office Specialist Marian Bartolome informed Assistant Recreation Supervisor Robby Waite of the incident and Robby directed Marian to contact dispatch. Marian contacted the Costa Mesa Police and awaited their arrival. Officer Adams and Park Ranger Pallo arrived within five minutes of the call and took care of the situation.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Wednesday, January 16, 2008 Time: 8:20 am / pm

Facility/Area: Downtown Recreation Center - Front Office

Name(s) of person(s) involved: Marian Bartolome Phone: (714) 327-7560

Frank Barraza Phone: (714) 327-7560

Phone: _____

Staff in Charge: Cecily Renteria Title: Recreation Aquatics Specialist

Description of Incident:

On the morning of Wednesday, January 16, 2008 a homeless man entered the front lobby area of the Downtown Recreation Center and asked to speak with Office Specialist Marian Bartolome. Maintenance worker Frank Barraza, who was in the office at the time, asked the man if he could help him. The man immediately became angry and told Frank that he has no right to speak to him that way and then left the building. The homeless man then entered the lobby a second time and told Marian that he needed to speak with Frank right away. The homeless man stood outside the building waiting for Frank to come outside. Frank did not approach the man outside of the building.

Police Notified: Yes No (if yes) Report Reference No: DR720

Officer's Name: Office Carver and Office Hartman

Course of action taken by staff:

Office Specialist Marian informed Recreation Specialist Cecily Renteria of the incident and then contacted dispatch. The Costa Mesa Police Officers arrived within five minutes of the call. Officers Carver and Hartman spoke with the homeless man and got him to leave the Lion's Park area.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Friday, January 25, 2008 Time: 8:55 am / pm

Facility/Area: Downtown Recreation Center - Bench area in front of building

Name(s) of person(s) involved: Cecily Renteria Phone: (714) 327-7567

Marian Bartolome Phone: (714) 327-7560

Steven Reyes Phone: (714) 327-7564

Staff in Charge: Cecily Renteria Title: Recreation Aquatics Specialist

Description of Incident:

During the morning of Friday, January 25, 2008 a homeless lady known as "Rita" was screaming and yelling inappropriate curse words at Downtown Recreation Center patrons as they entered the building. Downtown Recreation Center staff became aware of the incident when several patrons complained about Rita's behavior.

Police Notified: Yes No (if yes) Report Reference No: 580-6855

Officer's Name: Officer Rosanelli

Course of action taken by staff:

Recreation Specialist Cecily Renteria instructed Office Specialist Marian Bartolome to contact Costa Mesa police. Officer Rosanelli arrived within five minutes of the call and advised Rita to move along. Rita moved away from the Downtown Recreation Center like Officer Rosanelli advised.

<u>Supervisor Use Only</u>	
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No (if yes)	
Follow-up instructions/recommendations:	
Recreation Coordinator: _____	Date: _____
Recreation Supervisor: _____	Date: _____
Recreation Manager: _____	Date: _____



INCIDENT REPORT

Must be submitted to supervisor
within 24 hours of incident.

Day/Date: Thursday, March 13, 2008 Time: 9:45 am / pm

Facility/Area: Neighborhood Community Center, Parking Lot Area

Name(s) of person(s) involved: E.J. Hartloff, Recreation Coordinator Phone: (714) 327-7527

Phone: _____

Phone: _____

Staff in Charge: E.J. Hartloff Title: Recreation Coordinator

Description of Incident:

On Thursday, March 13 at 9:45am Recreation Coordinator E.J. Hartloff was walking to her car when she was approached by a Caucasian man in his mid-30's riding a red bicycle. The man began cursing at E.J. for no apparent reason. The man started shouting "you, you are a loser, don't you forget it." E.J. became fearful for her safety and stopped walking towards her car. At this time the man started circling around E.J. on his bike and continued to curse and swear at her. Eventually, the man threatened E.J. with physical violence by saying "I'm going to cut you", at this time E.J. turned around and started walking back towards the Neighborhood Community Center. The man then rode his bike past E.J. and started circling the fountain area adjacent to the Neighborhood Community Center. While circling the fountain area the man continued to curse, yell profanities and physical threats to other community members.

Police Notified: Yes No (if yes)

Report Reference No: N/A

Officer's Name: N/A

Course of action taken by staff:

Recreation Coordinator E.J. Hartloff entered the Neighborhood Community Center and walked into the staff office where she informed Recreation Leader IV Marianna Duarte and Office Specialist II Armida Thomson about the incident. E.J. then directed Marianna to call the Costa Mesa Police Department to request officer assistance. Marianna described the incident to CMPD dispatch and they informed Marianna that they were going to send someone to investigate the situation. Staff at the Neighborhood Community Center was not contacted by a CMPD officer.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: E.J. Hartloff Date: 3-13-08

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Friday, May 02, 2008 Time: 12:05 am / pm

Facility/Area: Downtown Recreation Center - Bench area in front of the facility

Name(s) of person(s) involved: Marian Bartolome Phone: (714) 327-7560

Robby Waite Phone: (714) 327-7561

Phone: _____

Staff in Charge: Robby Waite Title: Assistant Recreation Supervisor

Description of Incident:

During the afternoon of Friday, May 2, 2008, a female transient known as "Rita" was yelling inappropriate curse words at people walking in the vicinity the Downtown Recreation Center. Two different patrons complained to staff about Rita's behavior.

Police Notified: Yes No (if yes)

Report Reference No: 359

Officer's Name: Officer Carver

Course of action taken by staff:

Assistant Recreation Supervisor Robby Waite instructed Office Specialist I Marian Bartolome to contact dispatch. Officer Carver arrived within five minutes of the call but Rita had already left the bench area. Officer Carver did contact staff within the Downtown Recreation Center.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Wednesday, August 20, 2008 Time: 4:55 p.m. am / pm

Facility/Area: Grass area outside the Downtown Aquatic Center.

Name(s) of person(s) involved: Nathalia Diaz, Instructor Guard Phone: (714) 327-7564

Brenda Gamboa, Senior Lifeguard Phone: (714) 327-7564

Phone: _____

Staff in Charge: Robby Waite Title: Assistant Recreation Supervisor

Description of Incident:

At 4:55 p.m. on Wednesday, August 20, 2008 two transient men were engaged in a verbal argument on the grass outside the Downtown Aquatic Center. A patron who witnessed the argument notified Instructor Guard Nathalia Diaz who then called dispatch. As police officers arrived at the Downtown Aquatic Center, the verbal argument had escalated to a physical fight with both transient men throwing punches.

Police Notified: Yes No (if yes) Report Reference No: 71135

Officer's Name: Badge #78

Course of action taken by staff:

Instructor Guard Nathalia Diaz called dispatch after being informed of the incident. Police officers arrived within 10 minutes of the call and took one of the men into custody.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: Tuesday, October 07, 2008 Time: 4:00 p.m. am / pm

Facility/Area: Downtown Recreation Center

Name(s) of person(s) involved: Jorge Prado Phone: 714-327-7560

Phone: _____

Phone: _____

Staff in Charge: Cecily Renteria Title: Recreation Specialist

Description of Incident:

On Tuesday, October 7, 2008 at around 4pm, Recreation Leader IV Jorge Prado witnessed a male transient undo his pants and urinate in front of the Downtown Recreation Center. When the male transient had finished, he sat down on the bench directly in front of the main entrance to the Downtown Recreation Center.

Police Notified: Yes No (if yes) Report Reference No: 081007085461

Officer's Name: Lewis Siegler (Park Ranger)

Course of action taken by staff:

Jorge immediately contacted Costa Mesa dispatch and requested an officer be sent out to the facility. Within fifteen minutes of the incident Park Ranger Siegler arrived at the Downtown Recreation Center and informed the male transient that he needed to leave the premises.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____



INCIDENT REPORT

*Must be submitted to supervisor
within 24 hours of incident.*

Day/Date: November 24, 2008 Time: 11:30 am / pm

Facility/Area: Neighborhood Community Center/Parking Lot Area towards Park Avenue near Lions Park

Name(s) of person(s) involved: Erick Lund, Recreation Leader IV Phone: (714) 327-7525

Ryan Davidson, Recreation Leader III Phone: (714) 327-7525

Phone: _____

Staff in Charge: Erick Lund Title: Recreation Leader IV

Description of Incident:

On Saturday, November 22, 2008 Ryan Davidson, Recreation Leader III, was working in the Fairview Room at the Neighborhood Community Center. Ryan heard continuous shouting from the parking lot. He went to observe what the commotion was, and saw a man and woman, in their mid- 30's, and appeared to be transients, yelling at each other, with the man becoming more and more hostile as the incident continued. Eventually, Ryan saw the man run towards the woman while shouting threats and attempted to kick the woman in the face. Ryan opened the door and yelled at the man to leave the woman alone, and informed the man that his actions were unlawful. The man told Ryan that he needed to mind his own business while cursing loudly. At that time, Ryan informed the man that the police were being called and that it would be in his best interest to leave the premises, at which point, Ryan noticed another man accompanying the original couple. Erick Lund, Recreation Leader IV, was asked by Ryan to contact the police the department.

Police Notified: Yes No (if yes)

Report Reference No: Unknown

Officer's Name: Unknown

Course of action taken by staff:

Erick Lund, Recreation Leader IV, called the police, and Ryan Davidson, remained by the door to observe what the men were doing to the woman. During this time, the first man continued to berate Ryan. Erick returned to where Ryan was standing and informed Ryan that the police dispatcher needed more details of the incident, to be able send a police officer. They informed Erick that they would be calling back to talk to Ryan, rather than sending an officer about the incident. This was the last time Ryan would see the two men, and woman in the parking lot.

Around 5 - 10 minutes later the police dispatch called the Neighborhood Community Center and informed Erick and Ryan that a few officers would like to speak to them regarding the incident. The police had the first man and his male friend stopped and sitting on the ground on the backside of the Downtown Recreation Center. Ryan was asked to come and identify the man. Ryan approached the police and the first man began yelling at him. Ryan informed the officer of the situation, and told the officer that he was concerned that the man would come back to the Neighborhood Community Center and taunt him. The officer informed Ryan that he knew all of the parties that were involved and he would make it "crystal clear" to the men involved that they were to stay out of the Neighborhood Community Center. Ryan then walked away to return to the Neighborhood Community Center and the man once again said something along the lines of "have a nice day." To which the officer responded angrily. Ryan continued walking and returned to work at the Neighborhood Community Center.

Supervisor Use Only

Follow Up Needed: Yes No (if yes)

Follow-up instructions/recommendations:

Recreation Coordinator: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Recreation Manager: _____ Date: _____