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## Staff Report

**Date:** December 13, 2016

**To:** City Council

**From:** Valerie J. Barone, City Manager

**Reviewed by:** Jeff Lewis, Director of Information Technology

**Prepared by:** Tim Stuart, IT Manager  
[Tim.stuart@cityofconcord.org](mailto:Tim.stuart@cityofconcord.org)  
(925) 671-3189

**Subject:** **Considering adoption of Resolution No. 16-88 accepting grant funding from the Brenden Mann Foundation for the enhancement of public safety in the amount of \$24,000 and allocating appropriation of the funds and approval for use by the Garage Security Camera Capital Improvement Project 2275 thereby amending the capital improvement budget for fiscal year 2016-17.**

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### Report in Brief

The Brenden Mann Foundation has offered the Concord Police Department grant funds from in the amount of \$24,000 to support additional security cameras for the downtown community garages project to further increase public safety. The approved funds will be added to Capitol Improvement Project 2275, thereby amending the Capital Budget for FY16/17. The cameras will be configured and tested and will not become operational until after a camera policy is approved by the City Council (to be considered by Council at a later date).

### Recommended Action

Staff recommends that the City Council adopt Resolution No. 16-88 accepting grant funding from the Brenden Mann Foundation for the enhancement of public safety in the amount of \$24,000 and allocating appropriation of the funds and approval for use onto the Garage Security Camera Capital Improvement Project 2275 thereby amending the capital improvement budget for fiscal year 2016-17.

## City Council Agenda Report

Considering adoption of Resolution No. 16-88 authorizing the acceptance and appropriation of funds for a grant received by the Concord Police Department from the Brenden Mann Foundation to be used to support the Downtown Garage Security Camera Project  
December 13, 2016

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### **Background**

Council approved Capital Improvement Project 2275 to replace obsolete and broken camera equipment in the two downtown parking garages. The twenty-five cameras and supporting equipment are no longer supported by the vendor and in most cases failed to work. These cameras are being replaced with modern networked cameras to enhance public safety in the downtown area. Camera equipment and labor for installation is being purchased through City Council approved Master Service Agreements and through a previously bid Western States Contracting Alliance (WSCA) contract. The Police Department has identified specific areas in both parking structures that are at higher risk and in need of camera coverage for public safety. These new locations were not included in the proposed CIP budget, which proposed replacing existing non-working cameras only. In the Salvio Street Garage, PD staff has identified five additional locations to cover stairwell and elevator access. These additional cameras and infrastructure would cost approximately \$42,000 and this need was unfunded until Brenden Mann Foundation offered their grant.

### **Analysis**

The Brenden Mann Foundation has donated \$24,000 towards the Downtown Garage Security Camera Project to fully fund the additional Police Department staff identified needs of the project.

Staff is working on a comprehensive camera policy to govern closed circuit television camera use by City staff. The policy will follow best practices and will include language following state and federal legislation and guidelines. The policy will be developed with input from the public and be brought before the City Council for adoption prior to any cameras going "live" for use.

### **Procurement Process**

Procurement of equipment and labor for this CIP has been through task orders under approved Master Service Agreements and through a previously bid WSCA contract as shown in the following tables. Upon acceptance and appropriation of these grant funds, new task orders will be issued to acquire and install the additional cameras and infrastructure.

#### **INITIAL PROCUREMENT – BOTH GARAGES**

<b>Service procured</b>	<b>Vendor</b>	<b>MSA / Task Order</b>	<b>Cost</b>
Cameras and Licenses	Quest	MSA 5469 Task Order 10	\$39,551
Camera mounting hardware	Quest	PO 15148	\$821
Cabling / Infrastructure	AVD	MSA 5286	\$42,989
Storage	NetApp	Not yet purchased, WSCA contract	\$30,000

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**ADDITIONAL PROCUREMENT – EXPANDED COVERAGE TODOS SANTOS  
PARKING CENTER  
(approximate costs)**

<b>Service procured</b>	<b>Vendor</b>		<b>MSA / Task Order</b>	<b>Cost</b>
Cameras and Licenses	Quest		MSA 5469 Task Order 11	\$8,900
Cabling / Infrastructure	AVD		MSA 5286	\$10,200
Storage (supplement initial storage purchase)	NetApp		Not yet purchased, WSCA contract	\$4,900

**Financial Impact**

The total CIP with the expanded placement of cameras is \$125,000. The City has funded \$101,000 through its adopted CIP. The remaining funding, \$24,000, is being provided through this Brenden Mann Grant.

**Public Contact**

The City Council Agenda was posted.

**Attachments**

1. Brenden Mann Camera Grant
2. Capital Improvement Project 2275
3. Resolution No. 16-88

# Johnny Brenden

## President



November 4, 2016

RECEIVED  
NOV 08 2016  
CHIEF'S OFFICE

Guy Swanger  
Chief of Police  
Concord Police Department  
1350 Galindo Street  
Concord, CA 94520

Dear Chief Swanger:

I am pleased to inform you that the Brenden Mann Foundation (the Foundation) has approved a grant of \$24,000 to the City of Concord Police Department to support additional security cameras for the downtown community. A check for the full amount is enclosed.

The following terms apply to the use of the grant:

1. **Purpose** - As we discussed, the purpose of the grant is to increase the number of security cameras added to your downtown community to do the Santos area and support the Downtown Garage Security Camera Project.
2. **Reporting** – We ask that you provide the Foundation with written reports describing the activities carried out under the grant and specifically how the grant funds were used. The report will be due as follows:

**Final Report Due on or before: September 1, 2017**

Foundation staff will email you a report form for this purpose, which can be submitted electronically to the foundation.

3. **Restrictions** - Please note these funds may not be used for the following: To attempt to influence legislation, to influence the outcome of any specific public election, or for any voter registration drive. Also note, that your signature on the grant agreement indicates no goods or services have been received by the Foundation or its representatives in return for the grant.

4. **Access** - You agree to take measures to assure access of any interested party to activities supported by the grant, and not to discriminate on the basis of race, color, creed, gender, religion, age, disability, sexual orientation, marital status, or national origin.

5. **Oversight** - The Foundation will monitor and conduct an evaluation of operations funded by this grant which will include a visit from Foundation personnel to observe the activities carried out under the grant and review financial and other records and materials connected with the activities financed by the grant.

6. **Public Reports and Information** - We ask you to refer to this grant as being from the **Brenden Mann Foundation** when acknowledging the support publicly. Foundation staff will be happy to work with you to issue a press release regarding the grant and assist you in any public information.

7. **Anti-Terrorism** - You acknowledge that you are familiar with the U.S. Executive Orders and laws that prohibit the provision of resources and support to individuals and organizations associated with terrorism. You will ensure that you do not support or promote violence, terrorist activity or related training, or money laundering.

If you agree with the following grant terms, please sign and mail back to our Trust Office per instructions below.

Please contact the Foundation Executive Director, Kathryn Jensen at 612-850-2981 or email: [Kathryn@brendenmannfoundation.org](mailto:Kathryn@brendenmannfoundation.org) if you have any questions regarding the grant.

Congratulations on receiving this grant award. We are pleased to assist the City of Concord and the Concord Police Department with this important security camera project and wish you every success.

Sincerely,

*Johnny Brenden*

Johnny Brenden  
President

***Please indicate your agreement by signing the original letter below acknowledging your receipt of this donation, and return the original in the enclosed stamped envelope. Keep the copy for your files. Thank you.***



Chief of Police, City of Concord

11/8/16

Date

**City of Concord**

**Capital Improvements Project 2016-2017**

**Number:** 2275  
**Title:** PCI Security - Replace Downtown Security Cameras  
**Manager:** Tim Stuart, Information Technology  
**Proposed By:** Information Technology  
**Classification:** ITP-Information Technology  
**Location:** Downtown  
**Begin Date:** 7/1/2013  
**Completion Date:**  
**Related Projects:**



**Description:** Replace the obsolete and broken cameras and DVRs in the two downtown City parking garages.  
**Pertinent Issues:** Replace the 25 broken and/or obsolete analog cameras and DVRs with networked cameras connected to the City Video Management System.

Description	Prior Allocation	Carry-over	FY 16-17 Total	FY 16-17 Avail Total	FY 17-18 Est.	FY 18-19 Est.	FY 19-20 Est.	FY 20-21 Est.	FY 21-22 to 25-26 Est.	Project Grand Total
<b>Funding Sources</b>										
400 Capital Projects General Fund Projects	101,000	101,000		101,000						101,000
<b>Total:</b>	<b>101,000</b>	<b>101,000</b>		<b>101,000</b>						<b>101,000</b>
<b>Project Expenditures</b>										
400 Salaries & Benefits										
<b>Total:</b>										

**BEFORE THE CITY COUNCIL OF THE CITY OF CONCORD  
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA**

**A Resolution Accepting Grant Funding from the  
Brenden Mann Foundation for the Enhancement of  
Public Safety in the Amount of \$24,000 and  
Appropriation of the Funds and Approval for use on  
the Garage Security Camera Capital Improvement  
Project 2275 Thereby Amending the Capital  
Improvement Budget for Fiscal Year 2016-17**

**Resolution No. 16-88**

**WHEREAS**, the Brenden Mann Foundation has offered the Concord Police Department grant funds in the amount of \$24,000 to support additional security cameras for the downtown community garage project and to support the City of Concord in its efforts to enhance public safety; and

**WHEREAS**, the funds will be used for the Concord Police Department’s Garage Security Camera Capital Improvement Project 2275 to be used for camera equipment, connectivity, infrastructure and installation to increase the viewable coverage within the City of Concord’s public garages; ; and

**WHEREAS**, the appropriation of these funds and approval for use on the Garage Security Camera Capitol Improvement Project 2275 amends the Capitol Improvement Budget for Fiscal Year 2016-17.

**WHEREAS**, the City Manager has recommended acceptance of the Brenden Mann Foundation grant in the amount of \$24,000 to support the City of Concord in its efforts to enhance public safety.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CONCORD DOES  
RESOLVE AS FOLLOWS:**

**Section 1.** Accepts these grant funds in the amount of \$24,000.

**Section 2.** Authorize the appropriation and use of these funds for expenditure on Garage security Camera Capitol Improvement Project 2275 thereby amending the Capitol Improvement budget for fiscal year 2016-17.

**Section 3.** This resolution shall become effective immediately upon its passage and adoption.

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**PASSED AND ADOPTED** by the City Council of the City of Concord on December 13, 2016, by the following vote:

- AYES:** Councilmembers -
- NOES:** Councilmembers -
- ABSTAIN:** Councilmembers -
- ABSENT:** Councilmembers -

**I HEREBY CERTIFY** that the foregoing Resolution No. 16-88 was duly and regularly adopted at a regular meeting of the City Council of the City of Concord on December 13, 2016.

\_\_\_\_\_  
Joelle Fockler, MMC  
City Clerk

**APPROVED AS TO FORM:**

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Susanne Meyer Brown  
City Attorney