



# CITY OF POMONA COUNCIL REPORT

March 19, 2018

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted by: Meg McWade, Public Works Director

Subject: **Approval of a License Agreement with the Downtown Pomona Owners Association (DPOA) for Installation of 15 Security Cameras Onto City Street Lights in the Downtown Area**

## OVERVIEW

### **Recommendations** – That the City Council:

1. Adopt a Resolution (Attachment) for approval of a License Agreement with the Downtown Pomona Owners Association (DPOA) for installation of security cameras onto City street lights in the downtown area; and
2. Authorize the City Manager to execute the License Agreement (Exhibit 1), and any amendments to said Agreements on behalf of the City.

**Fiscal Impact** – The camera cost, installation, and ongoing maintenance will be funded by DPOA since the cameras are an asset of DPOA. The estimated power usage of these cameras is minimal and is not expected to increase power costs for the City. A fee is not proposed for the license agreement, as execution of the agreement will provide the Police Department with unrestricted access of all camera surveillance recordings at no charge to the City.

**Previous Council Action** – On June 6, 2016, the City Council adopted Resolution 2016-67 approving a \$26,000 contribution from the Vehicle Parking District (VPD) FY 2015-16 budget to the DPOA for the installation of security surveillance cameras to cover VPD lots and adjacent downtown areas.

On May 16, 2016, the City Council adopted Resolution 2016-56 amending the VPD FY 2015-16 budget by appropriating \$55,280 for VPD operations, which included a \$26,000 contribution to the DPOA for the installation of additional security cameras that will record on-going activities in the downtown and VPD lots.

**Previous Related Action** – On March 13, 2014, VPD Commission approved an amount of \$26,500 to participate with the DPOA in the purchase and installation of a security camera system that would provide surveillance to VPD parking lots 3, 7, 9, 12, and 14.

## **EXECUTIVE SUMMARY**

The Downtown Pomona Owners Association (DPOA) is prepared to start another phase of security camera installation in Downtown Pomona. The majority of the DPOA's existing security cameras are installed on Garey Avenue, Main Street, and Second Street. The DPOA's goal is to eventually have cameras that cover the entire Downtown area. City Council approval of the proposed License Agreement will allow the DPOA to proceed with the installation of 15 additional security cameras on City street lights to further expand the camera coverage in Downtown. There will be no fee for DPOA's use of the street light poles, and DPOA will provide the City with unrestricted access to camera surveillance recordings at no charge.

## **DISCUSSION**

Currently, VPD's operation, management, and maintenance of VPD parking lots have benefited from the \$52,500 contribution from VPD's FY 2015-16 budget towards the DPOA's surveillance cameras installed throughout Downtown Pomona. As part of the DPOA's plan to expand the footprint of their camera surveillance, DPOA has requested a License Agreement (Agreement) with the City of Pomona to allow for the installation of additional security cameras onto City street light poles, at no cost to DPOA. Per the proposed Agreement, the DPOA will purchase, install, own, operate, monitor, and maintain the cameras. The DPOA also agrees to grant the City unrestricted access to the video recordings at any and all times, which shall be available for 30 days. The City may request, however, that the DPOA save portions of recordings, as necessary, for the City's review or for evidence. Additionally, live video feeds will be made available to the Pomona Police Department via monitors and/or PD cellular phones, at all times. This access would be provided at no charge to the City.

The License Agreement will apply to all DPOA cameras installed within the Downtown area, including all existing cameras that have been previously installed. Approval of the License Agreement means security cameras will be allowed on City street light poles and will connect to the circuit for power. The estimated power usage of the cameras is minimal, and the usage is not expected to overload the circuit. In addition, these circuits have been retrofitted with energy efficient light fixtures providing sufficient capacity. In the event these cameras affect the City's infrastructure (e.g. street light circuits or traffic signals), the cameras shall be disconnected by City staff immediately. DPOA will then be required to relocate these cameras to different locations with a dedicated power source at the DPOA's expense.

City Council approval of the proposed License Agreement will allow DPOA to proceed with the installation of 15 additional cameras in Downtown Pomona and give the City unrestricted access to all camera surveillance recordings from security. As a note, if there is an expansion to the security camera system, the Agreement allows additional cameras to be installed with an Amendment.

Attachment: Resolution and License Agreement with DPOA as Exhibit 1

Prepared by: Ron Chan, Senior Civil Engineer