
Title	National City Police Department	07/06/2023
	by Ronald Gutlay in Organized Retail Theft Prevention Grant Program	id. 41328168
	1200 National City Blvd. National City, California 91950 CA United States 6193364517 rgutlay@nationalcityca.gov	

Original Submission	07/06/2023
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The Organized Retail Theft (ORT) Prevention Grant Program Application is divided into five (5) sections as identified below: Background Information Contact Information Program Information Proposal Narrative and Budget Mandatory Attachments Each section has a series of questions requiring a response. Applicants will be prompted to provide written text, select options from a drop down menu, select options from a multiple choice menu, or upload attachments. Questions with a red asterisk require responses. Applicants will not be able to submit the application until all questions with a red asterisk have been completed. Applicants may reference the ORT Prevention Grant Program Proposal Instruction Packet for background information, key dates, rating factors, and other important information to aid in the completion of the ORT Prevention Grant Program Application. The ORT Prevention Grant Proposal Instruction Packet is available on the Board of State and Community Corrections (BSCC) website. NOTE: Applicants may start and stop their application but must select "Save Draft" at the bottom of the application before existing.

SECTION I - BACKGROUND INFORMATION	This section requests information about the applicant's name, location, mailing address, and tax identification number.
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Name of Applicant (i.e., Police Department, Sheriff's Department, or Probation Department)	National City Police Department
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Multi-Agency Partnerships Information (if applicable)	Applicants may apply for funding as part of a multi-agency partnership (two [2] or more agencies). The agencies and jurisdictions comprising the collaborative application are not required to be contiguous. One (1) Lead Public Agency must be identified on behalf of the partnership.
Multi-Agency Partnerships	No: This is not a Multi-Agency Partnership Application
Lead Public Agency Information	All applicants are required to designate a Lead Public Agency (LPA) to serve as the coordinator for all grant activities. The LPA is a governmental agency with local authority within the applicant's city or county. The applicant may choose to fill the role of LPA itself or it may designate a department, agency, or office under its jurisdiction to serve as the LPA. The role of the LPA is to coordinate with other local government agency partners and non-governmental organizations to ensure successful implementation of the grant program. The LPA is responsible for data collection and management, invoices, meeting coordination (virtual and/or in-person), and will serve as the primary point of contact with the BSCC.
Lead Public Agency	National City Police Department
Applicant's Physical Address	1200 National City Blvd National City CA 91950 US
Applicant's Mailing Address (if different than the physical address)	n/a
Mailing Address for Payment	1200 National City Blvd. National City CA 91950 US
Tax Identification Number	95-6000749
SECTION II - CONTACT INFORMATION	This section requests contact information for the individuals identified as the Project Director, Financial Officer, Day-to-Day Project Contact, Day-to-Day Fiscal Contact, and the Authorized Signature.
Project Director	Derek Aydelotte
Project Director's Title with Agency/Department/Organization	Administrative Captain

Project Director's Physical Address **1200 National City Blvd
National City
CA
91950
US**

Project Director's Email Address **daydelotte@nationalcityca.gov**

Project Director's Phone Number **+16193364477**

Financial Officer **Ronald
Gutlay**

Financial Officer's Title with Agency/Department/Organization **Management Analyst II**

Financial Officer's Physical Address **1200 National City Blvd
National City
CA
91950
US**

Financial Officer's Email Address **rgutlay@nationalcityca.gov**

Financial Officer's Phone Number **+16193364517**

Day-To-Day Program Contact **Ronald
Gutlay**

Day-To-Day Program Contact's Title **Management Analyst II**

Day-To-Day Program Contact's Physical Address **1200 National City Blvd
National City
CA
91950
US**

Day-To-Day Program Contact's Email Address **rgutlay@nationalcityca.gov**

Day-To-Day Program Contact's Phone Number **+16193364517**

Day-To-Day Fiscal Contact **Ronald
Gutlay**

Day-To-Day Fiscal Contact's Title	Management Analyst II
Day-To-Day Fiscal Contact's Physical Address	1200 National City Blvd National City CA 91950 US
Day-To-Day Fiscal Contact's Email Address	rgutlay@nationalcityca.gov
Day-To-Day Fiscal Contact's Phone Number	+16193364517
Name of Authorized Officer	Jose Tellez
Authorized Officer's Title	Chief of Police
Authorized Officer's Physical Address	1200 National City Blvd National City CA 91950 US
Authorized Officer's Email Address	jtellez@nationalcityca.gov
Authorized Officer's Phone Number	+16193364510
Authorized Officer Assurances	checked
SECTION III - PROGRAM INFORMATION	This section requests a Project Title, Proposal Summary description, Program Purpose Area(s) selection, and Scope Funding Category selection.
Project Title	ORTNC-Organized Retail Theft Prevention Grant Program
Proposal Summary	The National City Police Department respectfully requests \$935,100 of grant funds to be used in a project to reduce organized retail theft, vehicle theft and vehicle accessory theft. The goal is to reduce property crime in National City. With your funding we will be able to enter into a service contract agreement with Flock Safety, Inc. to utilize their technology which will include Automatic License Plate Reader (ALPR), live video, integrations (AVL, CAD, & more) and alerts National City Police Department when incidents occur.

**PROGRAM
PURPOSE AREAS**

Applicants must propose activities, strategies, or programs that address the Program Purpose Areas (PPAs) as defined on pages 5 - 8 in the ORT Prevention Grant Proposal Instruction Packet. A minimum of one (1) PPA must be selected; applicants are not required to address all three (3) PPAs. All proposed activities, strategies, or programs must have a link to the ORT Prevention Grant Program as described in the authorizing legislation and the ORT Prevention Grant Proposal Instruction Packet.

**Program Purpose
Areas (PPAs):**

**PPA 1: Organized Retail Theft
PPA 2: Motor Vehicle or Motor Vehicle Accessory Theft**

**Funding Category
Information**

Applicants may apply for funding in a Medium Scope OR Large Scope Category. The maximum an applicant may apply for is up to \$6,125,000 in the Medium Scope category OR up to \$15,650,000 in the Large Scope category. Applicants may apply for any dollar amount up to and including the maximum grant amount identified in each category. Multi-agency partnerships (determined as Medium Scope OR Large Scope) may apply for up to the maximum grant award in that category, multiplied by the number of partnering eligible applicants. For Example: Four (4) eligible applicants in the Medium Scope category may submit one (1) application for up to \$24,500,000 o \$6,125,000 (Medium Scope Max) x 4 (# of Agencies) = \$24,500,000 Two (2) eligible applicants in the Large Scope category may submit one (1) application for up to \$31,300,000 o \$15,650,000 (Large Scope Max x 2 (# of Agencies) = \$31,300,000 Please reference pages 10-12 in the ORT Prevention Grant Proposal Instruction Packet for additional information.

Funding Category

Medium Scope (Up to \$6,125,000)

**SECTION IV -
PROPOSAL
NARRATIVE AND
BUDGET**

This section requests responses to the Rating Factors identified in the the ORT Prevention Grant Program Application Instruction Packet.

The Proposal Narrative must address the Project Need, Project Description, Project Organizational Capacity and Coordination, and Project Evaluation and Monitoring Rating Factors as described in the ORT Prevention Grant Instruction Packet (refer to pages 20-24). A separate narrative response is required for each Rating Factor as described below: The Project Need narrative may not may not exceed 6,711 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately three (3) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Description narrative may not may not exceed 11,185 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately five (5) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Organizational Capacity and Coordination narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Evaluation and Monitoring narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. A character counter is automatically enabled that shows the number of characters used and the remaining number of characters before the limit for each response is met. If the character limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit". Applicants will be prohibited from submitting the ORT Prevention Grant Program Application until they comply with the character limit requirements. NOTE: It is up to the applicant to determine how to use the total word limit in addressing each section, however as a guide, the percent of total point value for each section is provided in the ORT Prevention Grant Proposal Instruction Packet (refer to page 15).

Project Need

The National City Police Department (NCPD) is seeking Organized Retail Theft Grant monies to address retail and auto theft, and motor vehicle accessory theft. NCPD is seeking \$935,100 to install 94 stationary Automated License Plate Recognition (ALPR) Cameras in National City (NC). The amount requested will cover the cost of the cameras, accessories, supporting software, and annual maintenance. Currently, NC does not have or operate ALPR cameras.

The current environment, post COVID-19, has caused thieves to be more brazen to commit property crimes. Large and small retail shops unfortunately don't have the ability to stop the thefts from occurring. Businesses in general are hesitant to confront thieves, especially large corporations whose policy strictly prevent employees from confronting or detaining suspects.

National City is a coastal city approximately 10 square miles and is landlocked between the two largest cities in San Diego County, the

City of San Diego to the north and east, and the City of Chula Vista to the South. The western portion of NC includes San Diego Port District property and the 32nd Street Naval Base. There are approximately 63,000 residents and a daytime population of over 150,000 people, as NC is home to 3289 businesses. Additionally, two primary interstate highways (I-5 and I-805) and one state route (SR54) traverse through the city. All three highways are heavily traveled as they access the Naval Base, the Westfield Plaza Bonita Mall, downtown San Diego, and the United States/Mexico border located ten miles to the south of National City.

Retail theft, auto theft and motor vehicle accessory theft have negatively impacted NC. National City is home to one of the largest indoor malls and the Mile of Cars, one of oldest and most successful auto dealership centers in San Diego County. National City is also home to PASHA Automotive Services, a 180 acre state-of-the art automotive terminal served by the BNSF with access to rail connections and major highways for car hauling trucks. According to their website, PASHA currently processes up to 400,000 units annually.

The population density of NC is in the top three (3) in San Diego County and the city overall is very diverse with the following demographics: 66% Hispanic, 20% Asian/Pacific Islander, 8% White, 4% Black, and 2% other. The average income per family is \$51,735. National City is challenged as a lower socio-economic community and historically ranked in the top three (3) in San Diego County in property crime (per capita).

NCPD is a full service agency with 88 budgeted Police Officer positions and has struggled to recruit and retain officers. In addition to sworn personnel, the police department is budgeted for 40 professional staff members that includes police dispatchers, crime scene specialists, a crime analyst, records personnel, IT staff, and clerical personnel. The Center for Public Safety Management (CPSM) recently completed a study of the entire police department and determined the police department needed an additional 15 employees, to include 5 police officers, 1 Civilian Police Investigator, 4 Community Services Officers, 2 Police Dispatchers and 2 Senior Dispatchers, and 1 Records Clerk to meet the current workload. Due to the City's budget projections, it may take up to five years to add the 15 employees, which will continue to impact staffing, officer workload, and the Department's ability to investigate crime.

In order to increase organizational capacity to prevent auto theft, the NCPD has assigned a detective on a full time basis to the San Diego County Regional Auto Theft Task Force (RATT). RATT provides NCPD with intelligence to auto and auto accessory theft crime trends, and investigative support as needed. The partnership with RATT serves as a force multiplier to address auto and auto accessory theft in NC.

A similar regional task force to address organized retail theft does not exist. As a result, NCPD has to use limited agency personnel to

address organized retail theft.

From SANDAG (San Diego Association of Governments) Crime Summary for 2022, NC had the following crime rates per 1,000 population:

National City Crime Rates Regional Crime Rates

Violent Crime Rate: 5.13 Violent Crime Rate: 3.84

Property Crime Rate: 19.97 Property Crime Rate: 15.57

Below are SANDAG reported FBI Index Property Crime Rates per 1,000 population for 2018, 2021 and 2022 for cities similar in population to NC and the 2022 Dollar Value of Property Stolen by jurisdiction.

City 2018 2021 2022 2022 Value of Stolen Property

National City 18.62 20.43 19.97 \$7,184,038

Carlsbad 18.42 17.23 16.60 \$7,435,749

Encinitas 12.73 14.87 14.66 \$4,651,161

La Mesa 17.47 18.97 20.81 \$4,044,370

Lemon Grove 17.61 18.22 17.42 \$2,212,680

Poway 10.28 8.58 9.44 \$1,861,879

Santee 15.70 9.52 9.10 \$1,742,926

NCPD's FBI Index Property Crime clearance rates for 2022 was 10%.

National City is committed to public safety and spends approximately 80% of its budget, or \$32,699,551 for Police and Fire Services, primarily on salaries and benefits. Even though the expenditure on public safety is the majority of the budget, the NCPD and Fire Department continue to be understaffed. The shortage of personnel for the police department continue to pose ongoing challenges. To supplement the Department's capacity to investigate crime, the department has had to join regional law enforcement task forces as a force multiplier, such as RATT. The larger overall problem of retail crime however, is primarily investigated by NCPD. As a full service police department, violent crimes are prioritized over property crime due to staffing shortages in the Department.

Historically, National City has not leveraged public safety technology to address crime. The City has 12 public safety cameras located in certain areas on city property, but these cameras are outdated. For fiscal year 2024, the City will spend approximately \$100,000 in fixing and/or replacing those cameras that are no longer operational. There is no current plan to add ALPR technology.

The intent of this proposal is to leverage technology to help NCPD reduce property crime. The funds will be used to enter into a service agreement with Flock Safety to provide Flock's software and hardware situational awareness solution, via the Web Interface, for automatic license plate detection, alerts, searching image records, video and sharing footage. The use of ALPR cameras in NC will target specific geographic areas where retail crime, auto theft and motor

vehicle accessory theft are prevalent.

Project Description

According to the International Association of Chiefs of Police (IACP), more than 70% of crimes are committed using a vehicle. Also, in the SANDAG's CJ Bulletin entitled, "43 Years of Crime in the San Diego Region: 1980 through 2022", (published in May 2023), in 2022, larceny or theft was the most common crime. Larceny, also includes the theft from motor vehicles, auto theft, and shoplifting.

Per National City (NC) crime data, four geographic areas have been identified as areas where retail theft, auto theft, and motor vehicle accessory theft is prevalent. For the purpose of this proposal, those areas are being referred to as the following:

1. Plaza Boulevard Business Corridor which includes several locally owned businesses, Filipino eateries, groceries stores, and retail stores.
2. Highland Avenue Business Corridor includes WalMart, locally owned retail shops and several Mexican eateries.
3. Mile of Cars Business / PASHA Corridor is home to one of the largest and oldest motor vehicle dealership center in San Diego County. A few blocks to the west, is PASHA, the only automobile port terminal in San Diego County.
4. Westfield Plaza Bonita Mall Corridor is home to the largest indoor mall in the South Bay and houses large box stores: Target, Macy's, Nordstrom Rack, and JC Penny.

NCPD intends to partner with local organizations such as the National City Chamber of Commerce, Mile of Cars Association, 7-11 Inc, West Air, Target, and other businesses.

The 94 ALPR cameras will be installed on specific city owned intersections and infrastructure in the four corridor's ingress and egress roadways. The Flock Safety's ALPR cameras are stationary, solar powered, LTE-connected devices that detects objective vehicle images and uses machine learning to decode data and deliver investigative leads. This ALPR's software detects license plate characters and vehicle features, including the vehicle's make, model, and color. It will provide actionable leads if a license plate is stolen, removed, or swapped.

Through strategic implementation of Flock's ALPR cameras in NC, the project objectives are as follows:

1. Install 94 stationary Flock Safety ALPR cameras in areas where property crime is prevalent in National City.
2. Increase public awareness of ALPR cameras to deter property crime in National City.
3. Real time ALPR camera detection of stolen vehicles to aid in the arrest of suspects and recovery of vehicles.
4. Real time ALPR camera detection of vehicles involved in property crime thefts.
5. ALPR camera data to assist NCPD Investigators in solving property crime.

6. ALPR camera technology will assist NCPD Investigators increase property crime clearance rate.

To combat organized retail theft, motor vehicle and motor vehicle accessory theft, NCPD will focus on four (4) geographic areas to deploy ALPR cameras.

The Plaza Boulevard Business Corridor and the Highland Avenue Business corridor are approximately two miles long. The Mile of Cars/PASHA Corridor is home to 31 new and used car dealerships, collision repair shops, and rental car locations. Within the same area, located along the San Diego Harbor is PASHA. Every year, it facilitates the transport and distribution of tens of thousands of new and used vehicles, boats, heavy equipment, and cargo throughout the US, Asia, and Europe. During times of crisis, the US Military has used the facility to transport equipment and supplies to active war zones around the globe. Railway operates and helps facilitate the transport of vehicles and cargo in and out of the facility.

The Westfield Mall Plaza Bonita Corridor is the largest indoor mall in the South Bay. The mall operates approximately 144 stores and restaurants. It is anchored by a Target, Macy's, JC Penny, Nordstrom Rack, and an AMC 14 movie theater. Within the large mall parking lots is an Outback Restaurant and a Jared's Jewelry store. Throughout the year, the parking lots host yearly pop-up stores such as Halloween, Pumpkin Patch, Christmas Trees, and traveling circuses.

The Westfield Plaza Bonita mall has suffered extreme losses as it relates to organized retail theft and has been plagued with motor vehicle theft. In addition, several of the jewelry stores on the property have fallen victim to violent armed robberies committed by crews associated with violent street gangs which have terrorized employees and created panic among visitors. As it relates to motor vehicle theft, the mall has often become a target for would be thieves and sophisticated theft crews that steal vehicles and motorcycles and transport them to nearby border to Mexico.

NCPD contracts with Lexipol LLC to ensure that all of our policies and procedures are up to date and reflect current state and federal law, as well as best practices in law enforcement. NCPD has Policies0 (337, 428, 802, 806, 807 and Procedure Manual 600) that govern the use of surveillance technology and complying with applicable privacy laws, regulations and securing of data collected and stored.

NCPD Policy 337, titled "Public Safety Video Surveillance System", states "The NCPD utilizes a public safety video surveillance system to complement its anti-crime strategy, to effectively allocate and deploy personnel, and to enhance public safety and security in public areas. Cameras may be placed in strategic locations throughout the City to detect and deter crime, to help safeguard against potential threats to the public, to help manage emergency response situations during natural and man-made disasters and to assist City officials in

providing services to the community.” It further states that, “Video surveillance in public areas will be conducted in a legal and ethical manner while recognizing and protecting constitutional standards of privacy.”

Section 337.5, titled “Storage and Retention of Media”, the policy states that, “All downloaded media shall be stored in a secure area with access restricted to authorized persons. A recording needed as evidence shall be copied to a suitable medium and booked into evidence in accordance with established evidence procedures. All actions taken with respect to retention of media shall be appropriately documented. The type of video surveillance technology employed and the manner in which recordings are used and stored will affect retention periods. The recordings should be stored and retained in accordance with the established records retention schedule and for a minimum of one year. Prior to destruction, written consent shall be obtained from the City Attorney. If recordings are evidence in any claim filed or any pending litigation, they shall be preserved until pending litigation is resolved (Government Code § 34090.6). Any recordings needed as evidence in a criminal or civil proceeding shall be copied to a suitable medium and booked into evidence in accordance with current evidence procedures.”

Section 337.5.1, titled “Evidentiary Integrity”, further states, “All downloaded and retained media shall be treated in the same manner as other evidence. Media shall be accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, digital masking of innocent or uninvolved individuals to preserve anonymity, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.”

NCPD Policy 806, titled “Protected Information”, reads as follows, “Members of the NCPD will adhere to all applicable laws, orders, regulations, use agreements and training related to the access, use, dissemination and release of protected information.”

NCPD Policy 806.7, titled “Security of Protected Information”, further states, “The Chief of Police will select a member (the Records Unit Supervisor) of the Department to oversee the security of protected information.

The responsibilities of this position include, but are not limited to:

- a. Developing and maintaining security practices, procedures and training.
- b. Ensuring federal and state compliance with the CJIS Security Policy and the requirements of any state or local criminal history records systems.
- c. Establishing procedures to provide for the preparation, prevention, detection, analysis and containment of security incidents including computer attacks.

d. Tracking, documenting and reporting all breach of security incidents to the Chief of Police and appropriate authorities.”

NCPD Policy 428 (a proposed Draft Policy pending the awarded grant), titled “Automated License Plate Readers (ALPRs)”, currently states that it is “to utilize ALPR technology to capture and store digital license plate data and images while recognizing the established privacy rights of the public. All data and images gathered by the ALPR are for the official use of this department and not open to public review.”

Furthermore, “The vendor, Flock Safety, stores and maintains the data and ensures proper maintenance and security of data stored in their data towers. Flock Safety will purge data on rolling 30 day basis, unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a discovery request or other lawful action to produce records. In those circumstances, the applicable data will be downloaded from Flock Safety onto portable media and booked into evidence or uploaded into Evidence.com.”

ALPR data collected as potential evidence will be maintained and purged in accordance with current National City retention policies.

NCPD has three (3) policies (318, 401, & 1000) that address racial bias. Policy 318, titled “Hate Crimes”, requires that, “All members of this department will receive POST-approved training on hate crime recognition and investigation as provided by Penal Code § 13519.6. Training should also include recognition of bias motivators such as ranges of attitudes and perceptions toward a specific characteristic or group.” As it relates to Mission/Commitment, NCPD Policy 401, titled “Bias Based Policing”, provides guidance to department members that affirms the NCPD’s commitment to policing that is fair and objective. It is the policy of the NCPD that we are “committed to providing law enforcement services to the community with due regard for the racial, cultural, or other differences of those served. It is the policy of this department to provide law enforcement services and to enforce the law equally, fairly, objectively and without discrimination toward any individual or group.” As it relates to Hiring, NCPD Policy 1000, titled “Recruitment and Selection”, states that in addition to meeting all the minimum standards established by the Police Officer Standard and Training (POST) or required by state law, candidates will remain free from any “bias against race or ethnicity, gender, nationality, religion, disability, or sexual orientation” and that candidates be “Free of hate group memberships, participation in hate group activities, or advocacy of public expressions of hate...”.

Project
Organizational
Capacity and
Coordination

NCPD is a full service agency that employs expert and credentialed professional and sworn members who are fully equipped to carry out this project. A police administrative captain will oversee professional staff such as the support services manager, management analyst, information analyst, and a crime and intelligence analyst. In addition,

the department has additional resources if necessary through the City's IT Department, Public Works, and the City Attorney's Office. As project needs arise, the administration captain will have the flexibility and latitude to allocate and assign resources on an on-going basis.

NCPD dispatchers are trained in the use of the Computer Aided Dispatch (CAD) system, while officers are trained and equipped in the use of Mobile Data Computers (MDC's) and issued cell phones with sophisticated law enforcement related programs and applications. As end users of ALPR data, dispatchers, police officers and investigators are capable of using the Flock system.

In order to effectively administer this project, technical staff from Flock Safety would train each department's end user in the understanding and use of the system. The training would include a hands-on approach to ensure understanding and confidence in the use of the system.

The proposed Organized Retail Theft Prevention Grant Program would provide for the following:

- Initial cost of purchasing the Flock Safety System with a (3) three year agreement**
- Installation of the (94) ninety-four cameras throughout the pre-designated areas prone to organized retail crime and high traffic areas**
- Training of personnel to administer and utilize the system with the assistance of the Flock Safety Customer Support Team**
- The ability to maintain the system where Flock Safety monitors the health of the device network, can detect if a device is off-line and provide a full-time technician to service the device**
- Public Relations: Flock Security will support educating stakeholders, will provide assistance with media relations with the assistance of their public relations team**

The Administration Captain will be designated as the project manager for the police department. The project manager will work with Flock Safety during the implementation process. The Flock Safety point of contact will guide the police department through the entire installation process. The field operations team is responsible for the physical installation and maintenance of the cameras and associated equipment provided by Flock Safety. The Flock Solutions Consultant create a deployment plan where the Installation Technicians work to get all the required device network approved, installed and activated.

The customer success manager at Flock Safety is the designated point of contact for the duration of the agreement. The Flock Customer Success Manager will aid in account set up and end user training.

The Flock Safety support team is available should a camera maintenance, troubleshooting platform issues, billing issues, updating account information, camera sharing questions, and other how to questions regarding the Flock occurs.

NCPD is not partnering with any other agency and therefore, there is no need for coordination or agreements between other agencies.

While the administration captain will be the project lead, The Chief of Police will have the final decision on all matters related to this project.

To sustain the project beyond the 3 year grant period, the police department and city will need to budget approx. \$300,000 to continue yearly operating. City budgeting for this project may rely on the overall evaluation and the success of reducing property crime in the City. While those may be considered factors, ultimately the police department and City will have the ability to continue the project on an ongoing basis if it determined that ALPR cameras enhance public safety.

Project Evaluation
and Monitoring

Project Evaluation and Monitoring

NCPD will partner with Flock Safety for the installation of 94 ALPR cameras in National City. In order to ensure a successful installation and startup of the technology and program, NCPD will assign the following employees to the project: Administrative Police Captain, Support Services Manager (Communications Supervisor), Information Technology Analyst, and Management Analyst.

Project Monitoring Plan

A. Project Goals

1. Enhance public safety in National City
2. Improve situational awareness for Patrol Officers and Police Dispatchers
3. Expand organizational capacity to address crime in National City

B. Objectives

1. Install 94 stationary Flock Safety ALPR cameras in areas where property crime is prevalent in National City (Goal #1)
2. Increase public awareness of ALPR cameras to deter property crime in National City (Goal #1)
3. Real time ALPR camera detection of stolen vehicles to aid in the arrest of suspects and recovery of vehicles (Goal #2)
4. Real time ALPR camera detection of vehicles involved in property crime thefts (Goal #2)
5. ALPR camera data to assist NCPD Investigators in solving property crime (Goal #3)
6. ALPR camera technology will assist NCPD Investigators increase property crime clearance rate (Goal #3)

C. Process measures:

1. Installation of ALPR cameras in the four designated areas in National City (Goal #1)
2. Increase public awareness of ALPR cameras to deter property crime in National City (Goal #1)
3. Increase the number of stolen vehicles identified and recovered in National City (Goal #2)
4. Increase the number of arrests related to retail and property crime (Goal #2 and #3)
5. Increase the percentage of NCPD property clearance rate. (Goal #3)

D. Outcome measure:

1. Reduction in the overall property crime in National City
2. Reduction in the number of vehicles stolen in National City
3. Increase in the number of stolen vehicles recovered in National City
4. Reduction in the number of motor vehicle accessory theft, to include catalytic converters, in National City
5. Increase in the number of arrest for property crimes in National City

Collecting and Evaluating Data

Once the project is fully implemented, the NCPD Crime & Intelligence Analyst will collect and review crime data as outline below to determine the ongoing effectiveness of the program.

Indicator Baseline Year 1 Year 2 Year 3 % Change

Auto Theft Crimes 286 TBD TBD TBD TBD

Larceny Crimes 786

Catalytic Converter Theft 67

Property Crime Closure Rate 10%

Overall Property Crime Rate 19.97%

Quantitative research methodology will be used to analyze crime data from the determined baseline of 2023, compared with each calendar year of the three year grant cycle (2024 – 2026). Crime reduction or crime increase will be analyzed and reported to determine the overall success of the program. Qualitative research methods will also be used by the analyst to review report narratives to identify possible crime trends and patterns, or identify anomalies regarding specific property crime data. Both research methods are commonly used by crime analysts to achieve the most accurate crime data for reporting purposes.

Crime data collected regarding this project will be shared per the Memorandum of Understanding (MOU) among SANDAG-ARJIS (Automated Regional Justice Information System and contributing member local law enforcement agencies (CMAs) that includes the National City Police Department.

As stated in the MOU, “ARJIS hosts a complex law enforcement information system that contains information about a variety of official police incidents generated by the law enforcement agencies in the San Diego region.” Additionally, “the regional data maintained by ARJIS includes, but is not limited to, police incidents entered by the CMAs such as crime reports, arrest reports, traffic citations, traffic accidents, and field interviews.” “ARJIS regional data originate from the CMAs and are standardized and integrated to provide a comprehensive criminal justice view of the region. Regional data stored in stored in ARJIS Enterprise is used for tactical day-to-day law enforcement activities as well as regional and agency specific analyses.” Furthermore, “the parties hereby agree that any mutual data access or exchange that occurs among them will be used for the sole purpose of law enforcement investigative analysis and crime analysis.”

Budget Instructions **Applicants are required to submit a Proposal Budget and Budget Narrative (Budget Attachment). Upon submission the Budget Attachment will become Section 5: Budget (Budget Tables & Narrative) making up part of the official proposal. The Budget Attachment must be filled out completely and accurately. Applicants are solely responsible for the accuracy and completeness of the information entered in the Proposal Budget and Budget Narrative. The Proposal Budget must cover the entire grant period. For additional guidance related to grant budgets, refer to the BSCC Grant Administration Guide. The Budget Attachment is provided as a stand-alone document on the BSCC website.**

Budget Attachment

[ORTNC-Grant-Program-Budget-Attachment-Final_v7.6.2023.xlsx](#)

SECTION V -
ATTACHMENTS

This section list the attachments that are required at the time of submission, unless otherwise noted. Project Work Plan (Appendix B) - Mandatory Grantee Assurance for Non-Governmental Organizations (Appendix D) - Mandatory Local Impact Letter(s) (Appendix E) - Mandatory Letter(s) of Commitment (Appendix F) - If Applicable Policies Limiting Racial Bias - Refer to page 9 of the Proposal Instruction Packet - Mandatory Policies on Surveillance Technology - Refer to page 9 of the Proposal Instruction Packet - If Applicable Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement (Appendix G) - Mandatory Governing Board Resolution (Appendix H) - Optional

Project Work Plan (Appendix B)

[Project-Work-Plan-ORT.docx](#)

Grantee Assurance for Non-Governmental Organizations (Appendix D)

[Grantee-Assurance-for-Non-Governmental-Organizations-ORT.pdf](#)

Local Impact Letter(s) (Appendix E)

[Chick-fil-A_Letter_of_Support.pdf](#)

[South_Bay_8-04_Grant_Letter_of_Support.pdf](#)

[The_Chamber_of_Commerce_Letter_of_Support.pdf](#)

[The_Pasha_Group_Letter_of_Support.pdf](#)

[West_Air_Letter_of_Support.pdf](#)

[7-Eleven_NCPD_Support_Letter.pdf](#)

[Perry_Dodge_NCPD_Support_Letter.pdf](#)

[Perry_Ford_NCPD_Support_Letter.pdf](#)

[Target_NCPD_Support_Letter.pdf](#)

[Miles_of_Cars_NCPD_Support_Letter.pdf](#)

Letter(s) of Commitment, (Appendix F) n/a

Policies Limiting Racial Bias

[NCPD_Policy_318_-_Hate_Crimes_1.pdf](#)

[NCPD_Policy_401_-_Bias-Based_Policing.pdf](#)

[NCPD_Policy_1000_-_Recruitment_and_Selection.pdf](#)

Policies on Surveillance Technology

[NCPD_Policy_337_-_Public_Safety_Video_Surveillance_System.pdf](#)

[Policy_428._Automated_License_Plate_Readers__ALPRs_.pdf](#)

[Policy_802-Property_and_Evidence.pdf](#)

[NCPD_Policy_806_-_Protected_Information.pdf](#)

[Policy_807_Computers_and_Digital_Evidence.pdf](#)

[Procedure_600_Evidence_Collection_and_Property_Impounding_Procedures.pdf](#)

Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement (Appendix G)

[Certification-of-Compliance-with-BSCC-Policies-on-Debarment_-Fraud_-Theft_-and-Embezzlement-ORT.pdf](#)

OPTIONAL: n/a
Governing Board
Resolution (Appendix
H)

OPTIONAL: n/a
Bibliography

CONFIDENTIALITY NOTICE: **All documents submitted as a part of the Organized Retail Theft Prevention Grant Program proposal are public documents and may be subject to a request pursuant to the California Public Records Act. The BSCC cannot ensure the confidentiality of any information submitted in or with this proposal. (Gov. Code, § 6250 et seq.)**

Appendix B: Project Work Plan

Applicants must complete a Project Work Plan. This Project Work Plan identifies measurable goals and objectives, process and outcome measures, activities and services, responsible parties for those activities and services, data sources and estimated timelines. Completed plans should (1) identify the project’s top goals and objectives; (2) identify how the goal(s) will be achieved in terms of the activities, responsible staff/partners, and start and end dates, process and outcome measures; and (3) provide goals and objectives with a clear relationship to the need and intent of the grant. As this grant term is for three (3) years, the Project Work Plan must attempt to identify activities/services and estimate timelines for the entire grant term. A minimum of one goal and corresponding objectives, process measures, etc. must be identified.

Applicants must use the Project Work Plan provided below. You will be prompted to upload this document to the BSCC-Submittable Application.

(1) Goal:	Enhance public safety in National City		
Objectives (A., B., etc.)	<ol style="list-style-type: none"> 1. Install 94 stationary Flock Safety ALPR cameras in areas where property crime is prevalent in National City. 2. Increase public awareness of ALPR cameras to deter property crime in National City. 		
Process Measures and Outcome Measures:	<ol style="list-style-type: none"> 1. Installation of ALPR cameras in the four designated areas in National City. 2. Conduct public information and awareness campaign through various media platforms. 		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
<ol style="list-style-type: none"> 1. Project Lead to work with Flock Safety for implementation of ALPR cameras. 2. Media and Social Media campaign to promote the use of ALPR cameras in National City. 	<ol style="list-style-type: none"> 1. Administrative Captain 2. NCPD PIO 	January 2024 Installation	March 2024 April 2024
List data and sources to be used to measure outcomes:			
<ol style="list-style-type: none"> 1. Outcome will be determined by successful installation of cameras in designated areas. 			

2. Number of social media postings and stories on various media platforms.

(2) Goal:	Improve situational awareness for patrol officers and police dispatchers.		
Objectives (A., B., etc.)	<ol style="list-style-type: none"> 1. Real time ALPR camera detection of stolen vehicles to aid in the arrest of suspects and recovery of vehicles. 2. Real time ALPR camera detection of vehicles involved in property crime thefts. 		
Process Measures and Outcome Measures:	<ol style="list-style-type: none"> 1. Increase the number of stolen vehicles identified and recovered in National City = Reduction of number of stolen vehicles in National City. 2. Increase the number of arrests related to retail and property crime = Reduction in the overall property crime rates in National City. 		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
<ol style="list-style-type: none"> 1. Interface of Flock Safety software with NCPD Computer Aided Dispatch (CAD) and Mobile Data Computer (MDC). 2. Training regarding the Flock Safety cameras to NCPD personnel. 3. Ongoing National City Crime Rate Reporting 	<p>NCPD IT Crime and Intelligence Analyst</p>	<p>March 2024 NCPD Crime Data Reporting System/Process (SANDAG/ARJIS)</p>	<p>December 2026</p>
<p>List data and sources to be used to measure outcomes:</p> <ol style="list-style-type: none"> 1. Outcome will be determined through National City Crime Rate reporting process regarding auto theft and stolen vehicle recoveries. 2. National City Rate reporting regarding property crime arrests. 3. National City Rate reporting regarding overall crime rate in National City. 			

(3) Goal:	Expand organizational capacity to investigate property crime in National City.		
Objectives (A., B., etc.)	<ol style="list-style-type: none"> 1. ALPR camera data to assist NCPD personnel in solving property crime. 2. ALPR camera technology will assist NCPD Investigators increase property crime clearance rate. 		
Process Measures and Outcome Measures:	<ol style="list-style-type: none"> 1. Increase the number of arrests related to retail and property crime = Reduction in property crime and motor vehicle accessory theft in National City. 2. Increase the percentage of NCPD property clearance rate = Increase in the number of arrests for property in National City. 		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
<ol style="list-style-type: none"> 1. Training regarding the Flock Safety cameras to NCPD personnel. 2. Ongoing National City Crime Rate Reporting regarding clearance rates 	<p>Training Sergeant</p> <p>Crime and Intelligence Analyst</p>	<p>March 2024</p> <p>NCPD Crime Data Reporting System/Process (SANDAG/ARJIS)</p>	<p>December 2026</p>
<p>List data and sources to be used to measure outcomes:</p> <ol style="list-style-type: none"> 1. Outcome will be determined through National City Crime Rate reporting process regarding auto theft and stolen vehicle recoveries. 2. National City Crime Rate reporting regarding property crime arrests, to include motor vehicle accessory theft. 3. National City Crime Rate reporting regarding overall crime rate in National City. 			

Organized Retail Theft Prevention Grant Program - Project Budget and Budget Narrative

Name of Applicant: *National City Police Department*
(i.e., County Sheriff's Office, County Probation Department, or City Police Department)

44-Month Budget: October 1, 2023 to June 1, 2027

Note: Rows 7-16 will auto-populate based on the information entered in the budget line items (Salaries and Benefits, Services and Supplies, etc.)

Budget Line Item	Total
1. Salaries & Benefits	\$0.00
2. Services and Supplies	\$0.00
3. Professional Services or Public Agencies	\$19,100.00
4. Non-Governmental Organization (NGO) Subcontracts	\$0.00
5. Data Collection and Evaluation	\$45,000.00
6. Equipment/Fixed Assets	\$846,000.00
7. Financial Audit (Up to \$25,000)	\$25,000.00
8. Other (Travel, Training, etc.)	\$0.00
9. Indirect Costs	\$0.00
TOTAL	\$935,100.00

1a. Salaries & Benefits

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$0.00

1b. Salaries & Benefits Narrative:

N/A

2a. Services and Supplies

Description of Services or Supplies	Calculation for Expenditure	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$0.00

2b. Services and Supplies Narrative:

N/A

3a. Professional Services

Description of Professional Service(s)	Calculation for Expenditure	Total
10 Units_Professional Services - Standard Implementation Fee (One time Purchases)	10 units @ \$650 ea.	\$6,500.00
84 Units_Professional Services - Existing Infrastructure Implementation Fee (One time Purchases)	84 units @ \$150 ea.	\$12,600.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$19,100.00

3b. Professional Services Narrative

As part of the agreement with Flock Safety, a one-time professional services engagement includes site & safety assessment, camera setup & testing, and shipping & handling. The Flock hardwares are the Flock devices, which may include the poles, clamps, solar panels, installation components, and any other physical elements that interact with the Embedded Software and the Web Interface, to provide the Flock services as specifically set forth in the applicable product addenda.

The Professional Services - Standard Implementation Fee is for a one-time professional services engagement which includes site and safety assessment, camera setup and testing, and shipping and handling specifically for the 10 units of License Plate Readers (LPRs) in which Flock will erect a pole to place said LPRs.

The installation on Existing Infrastructure Implementation Fee is for a one-time professional engagement which includes site & safety assessment, camera setup & testing, and shipping & handling specifically for the 84 units of License Plate Readers (LPRs) of which will be installed in existing City of National City structures.

4a. Non-Governmental Organization (NGO) Subcontracts

Description of Non-Governmental Organization (NGO) Subcontracts	Calculation for Expense	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$0.00

4b. Non-Governmental Organization (NGO) Subcontracts Narrative

N/A

5a. Data Collection and Evaluation

Description of Data Collection and Evaluation	Calculation for Expense	Total
Data Collection and Evaluation	To develop Local Evaluation Report and develop the research methodology for the Statewide Evaluation	\$45,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$45,000.00

5b. Data Collection and Evaluation Narrative

To develop a data collection and evaluation plan which will include and itemize all grant fund costs associated with the evaluation efforts for this project. With the project goals and project objectives clearly stated, the Local Evaluation Plan will describe the evaluation design or model used to evaluate the effectiveness of the project components.

6a. Equipment/Fixed Assets

Description of Equipment/Fixed Assets	Calculation for Expense	Total
94 Units_Flock Safety Flock OS - Flock Safety Falcon and 1 Unit_Flock Safety Flock OS - FlockOS	\$282,000.00 per year x 3	\$846,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$846,000.00

6b. Equipment/Fixed Assets Narrative

To sign a service agreement with Flock Safety, Inc to implement 94 Units of Automated License Plate Recognition cameras and one Flock Safety Flock OS - FlockO.

7a. Financial Audit

Description	Calculation for Expense	Total
Final Audit	less or equal \$25,000	\$25,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$25,000.00

7b. Financial Audit) Narrative:

To provide the BSCC with a final financial audit that covers the service delivery period of three (3) years. The final audit shall be performed by a Certified Public Accountant or city auditor that is organizationally independent from the City's project financial management functions.

8a. Other (Travel, Training, etc.)

Description	Calculation for Expense	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$0.00

8b. Other (Travel, Training, etc.) Narrative:

N/A

9a. Indirect Costs

For this grant program, indirect costs may be charged using only one of the two options below:	Grant Funds	Total
1) Indirect costs not to exceed 10 percent (10%) of the total grant award. Applicable if the organization does not have a federally approved indirect cost rate.	\$0	\$0
<i>If using Option 1) grant funds allocated to Indirect Costs may not exceed:</i>	\$0	
2) Indirect costs not to exceed 20 percent (20%) of the total grant award. Applicable if the organization has a federally approved indirect cost rate. Amount claimed may not exceed the organization's federally approved indirect cost rate.	\$0	\$0
<i>If using Option 2) grant funds allocated to Indirect Costs may not exceed:</i>	\$0	
<i>Please see instructions tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns red, please adjust it to not exceed the line-item noted.</i>	\$0	\$0
TOTAL	\$0	\$0

9b. Indirect Costs Narrative:

N/A

Jose Tellez, Chief of Police
National City Police Department
1200 National City Blvd.
National City, CA 91941

I am pleased to submit this letter of support to the National City Police Department's grant application for the Organized Retail Theft Prevention Grant Program. As a business that is located in the City of National City, retail and auto theft, is a crime that negatively impacts our business and the entire community as a whole. These crimes may dissuade business from establishing a location in the city and visitors from shopping in National City. Not to mention how auto theft negatively affects families on a day to day to attend school or work.

We are in full support of the Police Department's effort to curtail retail and auto theft in our community. 7-Eleven is committed to work in partnership with the National City Police Department's goals of crime prevention and public education and awareness. The installation of Automated License Plate Recognition (ALPR) cameras to areas of the city that are affected by crime certainly will be a deterrence for potential criminal activity and aid in the identification of suspects if crimes do occur.

We commend the National City Police Department's proactive efforts to public safety and look forward to our continued partnership.

Sincerely,

Juan Interiano

Juan Interiano
Asset Protection Manager
Southwest Region
7-Eleven Inc.
9771 Clairemont Mesa Blvd. Ste G
San Diego, CA. 92124

From: [Jose Tellez](#)
To: [Ronald Gutlay](#)
Subject: Fwd: Letter of Support NCPD - Grant Opportunity
Date: Wednesday, July 5, 2023 5:24:09 PM
Attachments: [NCPD Support Letter.docx](#)

Hi Ron

Here is another letter.

Jose

Sent from my iPhone

Begin forwarded message:

From: "Liken, Sherry" <Sherry.Liken@7-11.com>
Date: July 5, 2023 at 3:35:16 PM PDT
To: Jose Tellez <JTellez@nationalcityca.gov>
Cc: Derek Aydelotte <DAydelotte@nationalcityca.gov>, Rosie Machado <RMachado@nationalcityca.gov>
Subject: **RE: Letter of Support NCPD - Grant Opportunity**

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Chief,

Hope you are well.

I'm sorry about the 11th hour response. Our Legal team came through with the approval just a short while ago. My manager, Juan Interiano, has completed the letter of support and it is attached.

I hope you get the grant!

Thanks,

Sherry

Sherry Liken, LPC, CPTED

Asset Protection Specialist
Western Zone | Southwest Region
C: 619-816-6374 | E: Sherry.Liken@7-11.com

Click Here: [AP Digital Magazine- Audit Process](#)

Law Enforcement Support & Video Requests – [LawEnforcement@7-11.com](#)

This e-mail transmission and any accompanying attachments contain confidential information intended only for the use of the individual or entity named above. Any dissemination, distribution, copying or action taken in reliance on the contents of the communication by anyone other than the intended recipient is strictly prohibited.

From: Jose Tellez <JTellez@nationalcityca.gov>
Sent: Tuesday, June 27, 2023 1:21 PM
To: Liken, Sherry <Sherry.Liken@7-11.com>
Cc: Derek Aydelotte <DAydelotte@nationalcityca.gov>; Rosie Machado <RMachado@nationalcityca.gov>
Subject: Letter of Support NCPD - Grant Opportunity
Importance: High

****External - Potential security risk - Exercise caution****

Hello Sherry

I am reaching out as we are applying for a Retail Theft Grant from the state. We are looking for letters of support from corporations and / or individual business owners in National City. I have attached a letter describing the intent of the grant and a sample letter of support as reference. It would be great if you and your stores can write something to support our efforts.

This request is time sensitive as we need to submit the grant soon, **so we would need the letters no later than July 5.** Sorry for the short notice but a letter of support will help us tremendously from 7-11.

The letters can be emailed to me directly.

Please call me if you have any questions.

Thank you, Jose

Jose Tellez

Chief of Police

National City Police Department

City of National City

1200 National City Blvd., National City, CA 91950

T: 619.336.4511 jtellez@nationalcityca.gov

[Website](#) | [Facebook](#) | [Instagram](#) | [Twitter](#) | [LinkedIn](#)

28th June 2023

Jose Tellez, Chief of Police

National City Police Department
1200 National City Blvd.
National City, CA 91941

To whom it may concern,

I'm writing this letter to express my full support for the National City Police Department's grant application for the Organized Retail Theft Prevention Grant Program. As a business located in the City of National City, retail and auto theft is a crime that negatively impacts our business and entire community as a whole. These crimes may dissuade business and visitors to National City.

The proposed grant funding will play a crucial role in strengthening the National City Police Department's ability to prevent and combat organized retail theft effectively. We are in full support of the Police Department's effort to curtail retail and auto theft in our community. Chick-fil-A is committed to work in partnership with the National City Police Department's goals of crime prevention and public education/awareness. The installation of Automated License Plate Recognition (ALPR) cameras to areas of the city that are affected by crime certainly will be a deterrence for potential criminal activity and aid in the identification of suspects of crimes do occur.

We commend the National City Police Department's proactive efforts to public safety and look forward to our continued partnership.

Sincerely,

Michael Gonzales



Chick-fil-A

400 Mile of Cars Way
National City, CA 91950
03764@chick-fil-a.com

July 5, 2023

5001 CARS.



That ONE'S FOR YOU...

Jose Tellez, Chief of Police
National City Police Department
1200 National City Blvd
National City, CA 91941

Dear Chief Tellez,

On behalf of the National City Mile of Cars Association we support the National City Police Department's efforts in submitting the grant application for the Organized Retail Theft Prevention Grant Program. The Mile of Cars Association is comprised of nine auto dealerships with thousands of cars on the lots. It's important that we take all necessary measures to increase the safety of the employees and customers and continue to make National City a desirable place to shop and work. The Automated License Plate Recognition cameras will help deter potential crime in the city and surrounding businesses.

The Mile of Cars Association and each of the dealers are in full support and are committed to partner and collaborate with the National City Police department's goals of crime prevention, education and building awareness.

We thank the National City Police Department for their continued efforts to keep the public safe. And the ongoing efforts to deter crime in National City. We look forward to our continued partnership.

Sincerely,

A handwritten signature in black ink that reads "Leslie Larranaga-Britt".

Leslie Larranaga-Britt

Mile of Cars Association, Executive Director

619-322-2038

PERRY

CHRYSLER • DODGE • JEEP • RAM

July 5, 2023

Jose Tellez, Chief of Police
National City Police Department
1200 National City Blvd.
National City, CA 91941

Dear Mr. Tellez,

I am pleased to submit this letter of support to the National City Police Department's grant application for the Organized Retail Theft Prevention Grant Program. As a business that is located in the City of National City, retail and auto theft, is a crime that negatively impacts our business and the entire community as a whole. These crimes may dissuade business from establishing a location in the city and visitors from shopping in National City. Not to mention how auto theft negatively affects families on a day to day to attend school or work.

We are in full support of the Police Department's effort to curtail retail and auto theft in our community. Perry Chrysler Dodge Jeep RAM is committed to work in partnership with the National City Police Department's goals of crime prevention and public education and awareness. The installation of Automated License Plate Recognition (ALPR) cameras to areas of the city that are affected by crime certainly will be a deterrence for potential criminal activity and aid in the identification of suspects if crimes do occur.

We commend the National City Police Department's proactive efforts to public safety and look forward to our continued partnership.

Sincerely,



Zowelynn Bachalian
Perry Chrysler Dodge Jeep RAM
2340 National City Blvd.
National City, CA 91950



July 5, 2023

Jose Tellez, Chief of Police
National City Police Department
1200 National City Blvd.
National City, CA 91941

Dear Mr. Tellez,

I am pleased to submit this letter of support to the National City Police Department's grant application for the Organized Retail Theft Prevention Grant Program. As a business that is located in the City of National City, retail and auto theft, is a crime that negatively impacts our business and the entire community as a whole. These crimes may dissuade business from establishing a location in the city and visitors from shopping in National City. Not to mention how auto theft negatively affects families on a day to day to attend school or work.

We are in full support of the Police Department's effort to curtail retail and auto theft in our community. Perry Ford of National City is committed to work in partnership with the National City Police Department's goals of crime prevention and public education and awareness. The installation of Automated License Plate Recognition (ALPR) cameras to areas of the city that are affected by crime certainly will be a deterrence for potential criminal activity and aid in the identification of suspects if crimes do occur.

We commend the National City Police Department's proactive efforts to public safety and look forward to our continued partnership.

Sincerely,

A handwritten signature in black ink, appearing to read "Lowelyn Gachalian".

Lowelyn Gachalian
Perry Ford of National City
2050 National City Blvd.
National City, CA 91950

July 3, 2023

Via Email: jtellez@nationalcityca.gov
rmachado@nationalcityca.gov
csullivan@nationalcityca.gov

Jose Tellez, Chief of Police
National City Police Department
1200 National City Blvd.
National City, CA 91941

RE: Letter of Support
1021-1147 Highland Avenue
National City, CA 91950
South Bay Plaza Shopping Center (8-04)

Dear Chief Tellez:

We are pleased to submit this letter of support to the National City Police Department's grant application for the Organized Retail Theft Prevention Grant Program. As a business that is located in the City of National City, retail and auto theft, is a crime that negatively impacts our business and the entire community as a whole. These crimes may dissuade business from establishing a location in the city and visitors from shopping in National City. Not to mention how auto theft negatively affects families on a day to day to attend school or work.

We are in full support of the Police Department's effort to curtail retail and auto theft in our community. South Bay SPE LLC (Owner of South Bay Plaza Shopping Center) is committed to work in partnership with the National City Police Department's goals of crime prevention and public education and awareness. The installation of Automated License Plate Recognition (ALPR) cameras to areas of the city that are affected by crime certainly will be a deterrence for potential criminal activity and aid in the identification of suspects if crimes do occur.

We commend the National City Police Department's proactive efforts to public safety and look forward to our continued partnership.

Sincerely,

CAL-AMERICAN CORPORATION



Jacqueline S. Miller, CPM
Its President
1109 Westwood Blvd.
Los Angeles, CA 90024

1109 Westwood Boulevard
Los Angeles, CA 90024
Office: (310) 277-6318 x. 4018
Fax: (310) 208-8039
www.calamerican.com

From: [Jose Tellez](#)
To: [Ronald Gutlay](#)
Cc: [Derek Aydelotte](#); [Christopher Sullivan](#); [Alejandro Hernandez](#)
Subject: FW: Grant letter of support
Date: Thursday, July 6, 2023 5:51:58 AM

Here is a letter from Target.

Jose

From: Jade.Shipp (T2232) <Jade.Shipp@target.com>
Sent: Wednesday, July 5, 2023 7:37 PM
To: Jose Tellez <JTellez@nationalcityca.gov>; Rosie Machado <RMachado@nationalcityca.gov>
Subject: Grant letter of support

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

07/05/2023

Jose Tellez, Chier of Police
National City Police Department
1200 National City Blvd.
National City, CA 91941

I am pleased to submit this letter of support to the National City Police Departments grant application for the Organized Retail Theft Provention Grant Program. As a business that is located in the City of National City, retail and auto theft is a crime that negatively impacts our business and the entire community as a whole. These crimes may dissuade business from establishing a location in the city and visitors from shopping in National City. Not to mention how auto theft negatively affects families on a day-to-day to attend school or work.

We are in full support of the Police Departments effort to curtail retail and auto theft in our community. Target is committed to work in partnership with the National City Police Departments' goals of crime prevention and public education and awareness. The installation of Automated License Plate Recognition cameras in areas of the city that are affected by crime certainly will be deterrence for potential criminal activity and aid in the identification of suspects if crimes do occur.

We commend the National City Police Departments' proactive efforts to public safety and look forward to our continued partnership.

Sincerely,

Jade Shipp
Target
3060 Plaza Bonita Rd.
National City, CA 91950

Sent from Workspace ONE Boxer



National City Chamber of Commerce
901 National City Blvd.
National City, CA, 91950
Business: (619) 477-9339
Fax: (619) 477-5018
Email: thechamber@nationalcitychamber.org
Website: www.nationalcitychamber.org

June 28, 2023

Jose Tellez, Chief of Police
National City Police Department
1200 National City Blvd.
National City, CA 91941

Respected Chief Jose Tellez,

I am pleased to submit this letter of support to the National City Police Department's grant application for the Organized Retail Theft Prevention Grant Program. As an organization that is located in the City of National City, retail and auto theft, is a crime that negatively impacts our business and the entire community as a whole. These crimes may dissuade businesses from establishing a location in the city and visitors from shopping in National City. Not to mention how auto theft negatively affects families on a day to day to attend school or work.

We are in full support of the Police Department's effort to curtail retail and auto theft in our community. The National City Chamber of Commerce is committed to work in partnership with the National City Police Department's goals of crime prevention and public education and awareness. The installation of Automated License Plate Recognition (ALPR) cameras to areas of the city that are affected by crime certainly will be a deterrence for potential criminal activity and aid in the identification of suspects if crimes do occur.

As the National City Chamber of Commerce, our main goal is to support any initiative that allows businesses to operate safely and successfully in National City, for the benefit of local residents and the community at large.

We commend the National City Police Department's proactive efforts to public safety and look forward to our continued partnership.

Sincerely,

Victor Gonzalez
National City Chamber of Commerce
901 National City Blvd., National City, CA 91950



THE PASHA GROUP

GLOBAL HEADQUARTERS
4040 CIVIC CENTER DRIVE, SUITE 350, SAN RAFAEL, CA 94903
TELEPHONE: (415) 927-6400 FACSIMILE: (415) 924-5672

WORLDWIDE
INTEGRATED
TRANSPORTATION
& LOGISTICS
SERVICES

30 June 2023

Jose Tallez, Chief of Police
National City Police Department
1200 National City Blvd
National City, CA 91941

Chris Hamlin – SVP, The Pasha Group

Pasha Automotive Services supports the National City Police Department's grant application in their pursuit of the Organized Retail Theft Prevention Grant Program. Auto theft and crime have had a direct negative impact on our business, our community, and the safety of our workforce.

We (Pasha) have been the Terminal Operator in National City since 1990 and have a lease agreement with San Diego Unified Port District until 2040. As a company, we have invested in cameras to protect our personnel and property. Pasha collaborates regularly with the USCG, National City Police Department, and other agencies to enforce crime prevention. Since 2018, we have had 49 auto thefts from our facility, most of them occurring between March and November of 2018. PAS worked with RAAT the Regional Area Auto Taskforce and assisted in identifying and apprehending a major auto theft ring.

We commend and support the National City Police Department, and appreciate their proactive efforts to public safety, the safety of our employees, and the protection they provide the community. We understand their public service is at great personal risk. We applaud the sacrifice and appreciate their dedication to service and the community.

Sincere Regards,

Chris Hamlin
SVP, The Pasha Group
4040 Civic Center Drive
San Rafael CA 94903

Cc: Vince Magers – General Manger
Steve Knox – Facility Security Officer

From: [Jose Tellez](#)
To: [Ronald Gutlay](#)
Cc: [Derek Aydelotte](#); [Rosie Machado](#)
Subject: FW: ALPR Approval
Date: Thursday, June 29, 2023 1:59:31 PM
Attachments: [image013.png](#)
[image014.png](#)
[image019.png](#)
[image020.png](#)
[image021.png](#)
[image022.png](#)
[image023.png](#)
[image024.png](#)
[image025.png](#)
[image026.png](#)
[WestAir Approval ALPR Cameras.docx](#)

FYI

From: Chris Castiglione <ChrisC@westairgases.com>
Sent: Thursday, June 29, 2023 1:53 PM
To: Jose Tellez <JTellez@nationalcityca.gov>
Cc: Rosie Machado <RMachado@nationalcityca.gov>
Subject: ALPR Approval

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello,

I am sending the letter on behalf of WestAir.



Chris Castiglione

Energy Specialist

WestAir Gases & Equipment | (866) WestAir

Family-owned & operated since 1970



(619) 520-5176



chrisc@westairgases.com



westairgases.com



2505 Congress Street, San Diego CA,
92110

[The Story Behind Our Update](#)

6/28/2023

Chris Castiglione, Owner Westair
WestAir
2300 Haffley Ave National City 91941

Dear Jose Tellez, Chief of Police,

I am pleased to submit this letter of support to the National City Police Department's grant application for the Organized Retail Theft Prevention Grant Program. As a business that is located in the City of National City, retail and auto theft, is a crime that negatively impacts our business and the entire community as a whole. These crimes may dissuade business from establishing a location in the city and visitors from shopping in National City. Not to mention how auto theft negatively affects families on a day to day to attend school or work.

We are in full support of the Police Department's effort to curtail retail and auto theft in our community.

Westair is committed to work in partnership with the National City Police Department's goals of crime prevention and public education and awareness. The installation of Automated License Plate Recognition (ALPR) cameras to areas of the city that are affected by crime certainly will be a deterrence for potential criminal activity and aid in the identification of suspects if crimes do occur.

We commend the National City Police Department's proactive efforts to public safe.

Thank you,

Chris Castiglione
2300 Haffley Ave National City, CA 91941

Bias-Based Policing

401.1 PURPOSE AND SCOPE

This policy provides guidance to department members that affirms the National City Police Department's commitment to policing that is fair and objective.

Nothing in this policy prohibits the use of specified characteristics in law enforcement activities designed to strengthen the department's relationship with its diverse communities (e.g., cultural and ethnicity awareness training, youth programs, community group outreach, partnerships).

401.1.1 DEFINITIONS

Definitions related to this policy include:

Bias-based policing - An inappropriate reliance on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, disability, or affiliation with any non-criminal group (protected characteristics) as the basis for providing differing law enforcement service or enforcement (Penal Code § 13519.4).

401.2 POLICY

The National City Police Department is committed to providing law enforcement services to the community with due regard for the racial, cultural or other differences of those served. It is the policy of this department to provide law enforcement services and to enforce the law equally, fairly, objectively and without discrimination toward any individual or group.

401.3 BIAS-BASED POLICING PROHIBITED

Bias-based policing is strictly prohibited.

However, nothing in this policy is intended to prohibit an officer from considering protected characteristics in combination with credible, timely and distinct information connecting a person or people of a specific characteristic to a specific unlawful incident, or to specific unlawful incidents, specific criminal patterns or specific schemes.

401.3.1 CALIFORNIA RELIGIOUS FREEDOM ACT

Members shall not collect information from a person based on religious belief, practice, affiliation, national origin or ethnicity unless permitted under state or federal law (Government Code § 8310.3).

Members shall not assist federal government authorities (Government Code § 8310.3):

- (a) In compiling personal information about a person's religious belief, practice, affiliation, national origin or ethnicity.
- (b) By investigating, enforcing or assisting with the investigation or enforcement of any requirement that a person register with the federal government based on religious belief, practice, or affiliation, or national origin or ethnicity.

Bias-Based Policing

401.4 MEMBER RESPONSIBILITIES

Every member of this department shall perform his/her duties in a fair and objective manner and is responsible for promptly reporting any suspected or known instances of bias-based policing to a supervisor. Members should, when reasonable to do so, intervene to prevent any biased-based actions by another member.

401.4.1 REASON FOR CONTACT

Officers contacting a person shall be prepared to articulate sufficient reason for the contact, independent of the protected characteristics of the individual.

To the extent that written documentation would otherwise be completed (e.g., arrest report, field interview (FI) card), the involved officer should include those facts giving rise to the contact, as applicable.

Except for required data-collection forms or methods, nothing in this policy shall require any officer to document a contact that would not otherwise require reporting.

401.5 SUPERVISOR RESPONSIBILITIES

Supervisors should monitor those individuals under their command for compliance with this policy and shall handle any alleged or observed violations in accordance with the Personnel Complaints Policy.

- (a) Supervisors should discuss any issues with the involved officer and his/her supervisor in a timely manner.
 - 1. Supervisors should document these discussions, in the prescribed manner.
- (b) Supervisors should periodically review MAV recordings, portable audio/video recordings, Mobile Data Center (MDC) data and any other available resource used to document contact between officers and the public to ensure compliance with the policy.
 - 1. Recordings or data that capture a potential instance of bias-based policing should be appropriately retained for administrative investigation purposes.
- (c) Supervisors shall initiate investigations of any actual or alleged violations of this policy.
- (d) Supervisors should take prompt and reasonable steps to address any retaliatory action taken against any member of this department who discloses information concerning bias-based policing.

401.6 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

The Internal Affairs Unit Manager shall ensure that all data required by the California Department of Justice (DOJ) regarding complaints of racial bias against officers is collected and provided to the Records Supervisor for required reporting to the DOJ (Penal Code § 13012; Penal Code § 13020). See the Records Unit Policy.

National City Police Department

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Bias-Based Policing

401.7 ADMINISTRATION

Each year, the Field Operations Division Captain should review the efforts of the Department to provide fair and objective policing and submit an annual report, including public concerns and complaints, to the Chief of Police.

The annual report should not contain any identifying information about any specific complaint, member of the public or officers. It should be reviewed by the Chief of Police to identify any changes in training or operations that should be made to improve service.

Supervisors should review the annual report and discuss the results with those they are assigned to supervise.

401.8 TRAINING

Training on fair and objective policing and review of this policy should be conducted as directed by the Training Unit.

- (a) All sworn members of this department will be scheduled to attend Peace Officer Standards and Training (POST)-approved training on the subject of bias-based policing.
- (b) Pending participation in such POST-approved training and at all times, all members of this department are encouraged to familiarize themselves with and consider racial and cultural differences among members of this community.
- (c) Each sworn member of this department who received initial bias-based policing training will thereafter be required to complete an approved refresher course every five years, or sooner if deemed necessary, in order to keep current with changing racial, identity and cultural trends (Penal Code § 13519.4(i)).

Public Safety Video Surveillance System

337.1 PURPOSE AND SCOPE

This policy provides guidance for the placement and monitoring of department public safety video surveillance, as well as the storage and release of the captured images.

This policy only applies to overt, marked public safety video surveillance systems operated by the Department. It does not apply to mobile audio/video systems, covert audio/video systems or any other image-capturing devices used by the Department.

337.2 POLICY

The National City Police Department utilizes a public safety video surveillance system to complement its anti-crime strategy, to effectively allocate and deploy personnel, and to enhance public safety and security in public areas. Cameras may be placed in strategic locations throughout the City to detect and deter crime, to help safeguard against potential threats to the public, to help manage emergency response situations during natural and man-made disasters and to assist City officials in providing services to the community.

Video surveillance in public areas will be conducted in a legal and ethical manner while recognizing and protecting constitutional standards of privacy.

337.3 OPERATIONAL GUIDELINES

Only department-approved video surveillance equipment shall be utilized. Members authorized to monitor video surveillance equipment should only monitor public areas and public activities where no reasonable expectation of privacy exists. The Chief of Police or the authorized designee shall approve all proposed locations for the use of video surveillance technology and should consult with and be guided by legal counsel as necessary in making such determinations.

337.3.1 PLACEMENT AND MONITORING

Camera placement will be guided by the underlying purpose or strategy associated with the overall video surveillance plan. As appropriate, City personnel should confer with other affected City divisions and designated community groups when evaluating camera placement. Environmental factors, including lighting, location of buildings, presence of vegetation or other obstructions, should also be evaluated when determining placement.

The cameras shall only record video images and not sound. Recorded images may be used for a variety of purposes, including criminal investigations and monitoring of activity around high-value or high-threat areas. The public video surveillance system may be useful for the following purposes:

- (a) To prevent, deter and identify criminal activity.
- (b) To target identified areas of gang and narcotics complaints or activity.
- (c) To respond to critical incidents.

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Public Safety Video Surveillance System

- (d) To assist in identifying, apprehending and prosecuting offenders.
- (e) To document officer and offender conduct during interactions to safeguard the rights of the public and officers
- (f) To augment resources in a cost-effective manner.
- (g) To monitor pedestrian and vehicle traffic activity.

Images from each camera should be recorded in a manner consistent with the underlying purpose of the particular camera. Images should be transmitted to monitors installed in the Communications Center. When activity warranting further investigation is reported or detected at any camera location, the available information should be provided to responding officers in a timely manner.

The Chief of Police may authorize video feeds from the public safety video surveillance system to be forwarded to a specified location for monitoring by other than police personnel, such as allied government agencies, road or traffic crews, or fire or emergency operations personnel.

Unauthorized recording, viewing, reproduction, dissemination or retention is prohibited.

337.3.2 CAMERA MARKINGS

All public areas monitored by public safety surveillance equipment shall be marked in a conspicuous manner with appropriate signs to inform the public that the area is under police surveillance. Signs should be well lit, placed appropriately and without obstruction to ensure visibility.

337.3.3 INTEGRATION WITH OTHER TECHNOLOGY

The Department may elect to integrate its public safety video surveillance system with other technology to enhance available information. Systems such as gunshot detection, incident mapping, crime analysis, license plate recognition, facial recognition and other video-based analytical systems may be considered based upon availability and the nature of department strategy.

The Department should evaluate the availability and propriety of networking or otherwise collaborating with appropriate private sector entities and should evaluate whether the use of certain camera systems, such as pan-tilt-zoom systems and video enhancement or other analytical technology, requires additional safeguards.

337.4 VIDEO SUPERVISION

Supervisors should monitor video surveillance access and usage to ensure members are within department policy and applicable laws. Supervisors should ensure such use and access is appropriately documented.

337.4.1 PROHIBITED ACTIVITY

Public safety video surveillance systems will not intentionally be used to invade the privacy of individuals or observe areas where a reasonable expectation of privacy exists.

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Public Safety Video Surveillance System

Public safety video surveillance equipment shall not be used in an unequal or discriminatory manner and shall not target individuals or groups based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.

Video surveillance equipment shall not be used to harass, intimidate, or discriminate against any individual or group.

337.5 STORAGE AND RETENTION OF MEDIA

All downloaded media shall be stored in a secure area with access restricted to authorized persons. A recording needed as evidence shall be copied to a suitable medium and booked into evidence in accordance with established evidence procedures. All actions taken with respect to retention of media shall be appropriately documented.

The type of video surveillance technology employed and the manner in which recordings are used and stored will affect retention periods. The recordings should be stored and retained in accordance with the established records retention schedule and for a minimum of one year. Prior to destruction, written consent shall be obtained from the City Attorney. If recordings are evidence in any claim filed or any pending litigation, they shall be preserved until pending litigation is resolved (Government Code § 34090.6).

Any recordings needed as evidence in a criminal or civil proceeding shall be copied to a suitable medium and booked into evidence in accordance with current evidence procedures.

337.5.1 EVIDENTIARY INTEGRITY

All downloaded and retained media shall be treated in the same manner as other evidence. Media shall be accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, digital masking of innocent or uninvolved individuals to preserve anonymity, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.

337.6 RELEASE OF VIDEO IMAGES

All recorded video images gathered by the public safety video surveillance equipment are for the official use of the National City Police Department.

Requests for recorded video images from the public or the media shall be processed in the same manner as requests for department public records.

Requests for recorded images from other law enforcement agencies shall be referred to the Watch Commander for release in accordance with a specific and legitimate law enforcement purpose.

Recorded video images that are the subject of a court order or subpoena shall be processed in accordance with the established department subpoena process.

Public Safety Video Surveillance System

337.7 VIDEO SURVEILLANCE AUDIT

The Chief of Police or the authorized designee may conduct an annual review of the public safety video surveillance system. The review should include an analysis of the cost, benefit and effectiveness of the system, including any public safety issues that were effectively addressed or any significant prosecutions that resulted, and any systemic operational or administrative issues that were identified, including those related to training, discipline or policy.

The results of each review shall be appropriately documented and maintained by the Chief of Police or the authorized designee and other applicable advisory bodies. Any recommendations for training or policy should be promptly addressed.

337.8 TRAINING

All department members authorized to operate or access public video surveillance systems shall receive appropriate training. Training should include guidance on the use of cameras, interaction with dispatch and patrol operations and a review regarding relevant policies and procedures, including this policy. Training should also address state and federal law related to the use of video surveillance equipment and privacy.

Automated License Plate Readers (ALPRs)

428.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidance for the capture, storage and use of digital data obtained through the use of Automated License Plate Reader (ALPR) technology.

428.2 POLICY

The policy of the National City Police Department is to utilize ALPR technology to capture and store digital license plate data and images while recognizing the established privacy rights of the public.

All data and images gathered by the ALPR are for the official use of this department. Because such data may contain confidential information, it is not open to public review.

428.3 ADMINISTRATION

The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates. It is used by the National City Police Department to convert data associated with vehicle license plates for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Administration Lieutenant. The Administration Lieutenant will assign members under his/her command to administer the day-to-day operation of the ALPR equipment and data.

428.3.1 ALPR ADMINISTRATOR

The Administration Lieutenant shall be responsible for developing guidelines and procedures to comply with the requirements of Civil Code § 1798.90.5 et seq. This includes, but is not limited to (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

- (a) A description of the job title or other designation of the members and independent contractors who are authorized to use or access the ALPR system or to collect ALPR information.
- (b) Training requirements for authorized users.
- (c) A description of how the ALPR system will be monitored to ensure the security of the information and compliance with applicable privacy laws.
- (d) Procedures for system operators to maintain records of access in compliance with Civil Code § 1798.90.52.
- (e) The title and name of the current designee in overseeing the ALPR operation.
- (f) Working with the Custodian of Records on the retention and destruction of ALPR data.

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Automated License Plate Readers (ALPRs)

- (g) Ensuring this policy and related procedures are conspicuously posted on the department's website.

428.4 OPERATIONS

Use of an ALPR is restricted to the purposes outlined below. Department members shall not use, or allow others to use the equipment or database records for any unauthorized purpose (Civil Code § 1798.90.51; Civil Code § 1798.90.53).

- (a) An ALPR shall only be used for official law enforcement business.
- (b) An ALPR may be used in conjunction with any routine patrol operation or criminal investigation. Reasonable suspicion or probable cause is not required before using an ALPR.
- (c) While an ALPR may be used to canvass license plates around any crime scene, particular consideration should be given to using ALPR-equipped cars to canvass areas around homicides, shootings and other major incidents. Partial license plates reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.
- (d) No member of this department shall operate ALPR equipment or access ALPR data without first completing department-approved training.
- (e) No ALPR operator may access department, state or federal data unless otherwise authorized to do so.
- (f) If practicable, the officer should verify an ALPR response through the California Law Enforcement Telecommunications System (CLETS) before taking enforcement action that is based solely on an ALPR alert.

428.5 DATA COLLECTION AND RETENTION

The Administration Lieutenant is responsible for ensuring systems and processes are in place for the proper collection and retention of ALPR data. Data will be transferred from vehicles to the designated storage in accordance with department procedures.

All ALPR data will be downloaded to the the Automated Regional Justice Information System (ARJIS) and should be stored for a minimum of one year (Government Code § 34090.6) and in accordance with the established records retention schedule. Thereafter, ALPR data should be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a discovery request or other lawful action to produce records. In those circumstances the applicable data should be downloaded from the server onto portable media and booked into evidence.

National City Police Department

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Automated License Plate Readers (ALPRs)

428.6 ACCOUNTABILITY

All data will be closely safeguarded and protected by both procedural and technological means. The National City Police Department will observe the following safeguards regarding access to and use of stored data (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

- (a) All ALPR data downloaded to the mobile workstation and in storage shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time (Civil Code § 1798.90.52).
- (b) Members approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related civil or administrative action.
- (c) ALPR system audits should be conducted as needed.

For security or data breaches, see the Records Release and Maintenance Policy.

428.7 RELEASING ALPR DATA

The ALPR data may be shared only with other law enforcement or prosecutorial agencies for official law enforcement purposes or as otherwise permitted by law, using the appropriate applications through ARJIS.

Requests for ALPR data by non-law enforcement or non-prosecutorial agencies will be processed as provided in the Records Maintenance and Release Policy (Civil Code § 1798.90.55).

428.8 TRAINING

The Administrative Lieutenant should ensure that members receive department-approved training for those authorized to use or access the ALPR system (Civil Code § 1798.90.51; Civil Code § 1798.90.53).