



# Folsom City Council Staff Report

<b>MEETING DATE:</b>	5/12/2020
<b>AGENDA SECTION:</b>	Consent Calendar
<b>SUBJECT:</b>	Resolution No. 10429 - A Resolution Accepting Grant Funding for Automated License Plate Reader Expansion Project and Appropriation of Funds to the Police Department Operating Budget.
<b>FROM:</b>	Police Department

## **RECOMMENDATION / CITY COUNCIL ACTION**

Staff recommends the City Council approve Resolution No. 10429 - A Resolution Accepting Grant Funding for Automated License Plate Reader Expansion Project and Appropriation of Funds to the Police Department Operating Budget.

## **BACKGROUND / ISSUE**

Since 2015, the Folsom Police Department has managed fixed and mobile Automated License Plate Reader (“ALPR”) which reads and scans vehicle license plates. This program has resulted in locating of missing persons, wanted persons and stolen vehicles, as well as providing investigative information in hit-and-run collisions and other crimes where vehicles are used.

This technology is an important component of Critical Infrastructure security, and we share information with systems used by the Sacramento Sheriff’s Department at the Folsom Dam Complex.

This grant will provide money to purchase additional cameras and communications equipment for the system.

## **POLICY / RULE**

Grant guidelines require City Council approval through resolution.

## **ANALYSIS**

The ALPR program has been a successful and cost-effective tool to safeguard our area and address crime. Money is currently budgeted for ongoing maintenance of this program. The program also works with information from cameras operated by the Sacramento County Sheriff's Department, with whom we share data. This is a component of the protection of the Folsom Dam.

This grant will allow the Police Department to purchase additional cameras and communications equipment to cover more areas of ingress and egress around our city.

## **FINANCIAL IMPACT**

This grant requires a 25% non-federal contribution (amounting to \$6,206) by the grantee to the overall project. During the project period, September 1, 2019- December 31, 2021, we have already expended in excess of \$19,000 on ALPR equipment. Therefore, we have met the match requirement.

## **ATTACHMENTS**

1. Resolution No. 10429 - A Resolution Accepting Grant Funding for Automated License Plate Reader Expansion Project and Appropriation of Funds to the Police Department Operating Budget.
2. Notification of Award
3. Project application

Submitted,

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Richard Hillman, Chief of Police

Attachment 1

Resolution No. 10429 - A Resolution Accepting Grant Funding for  
Automated License Plate Reader Expansion Project and  
Appropriation of Funds to the Police Department Operating Budget

**RESOLUTION NO. 10429**

**A RESOLUTION ACCEPTING A 2019 HOMELAND SECURITY GRANT OF \$24,825 FOR AUTOMATED LICENSE PLATE READER EXPANSION AND APPROPRIATION OF FUNDS**

**WHEREAS**, The United States Government offered the 2019 Homeland Security Grant in July 2019. This grant is administered by the California Office of Emergency Services. The Folsom Police Department applied for and received a grant in the amount of \$24,825 for improvement to the existing Automated License Plate Reader (“ALPR”) system. This system has been in place since 2015; and

**WHEREAS**, the grant guidelines require Council approval, by resolution, as a condition of receiving the grant; and

**WHEREAS**, the grant requires a 25% non-federal contribution which has been met with the purchase of ALPR equipment earlier in the current fiscal year.; and

**WHEREAS**, the agreement will be in a form acceptable to the City Attorney: (as applicable to contracts)

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Folsom approves the acceptance of US Department of Homeland Security CDFA # 97.067; sub-granted to California OES Grant 067-00000, subaward# 2019-0035; and authorizes the Chief of Police to sign documents related to the acceptance and performance of the grant.

**PASSED AND ADOPTED** this 12th day of May, 2020, by the following roll-call vote:

**AYES:** Council Member(s):  
**NOES:** Council Member(s):  
**ABSENT:** Council Member(s):  
**ABSTAIN:** Council Member(s):

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Sarah Aquino, MAYOR

ATTEST:

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Christa Freemantle, CITY CLERK

Attachment 2  
Notification of Award

County Office of Emergency Services  
Stephen Cantelme, Chief



County Executive  
Navdeep S. Gill

## County of Sacramento

March 4, 2020

Richard D. Hillman  
Chief  
Folsom Police Department  
46 Natoma Street  
Folsom, CA 95630

**SUBJECT:** NOTIFICATION OF SUB-RECIPIENT AWARD  
FFY 2019 HOMELAND SECURITY GRANT PROGRAM  
Federal Grantor Agency: US DEPARTMENT OF HOMELAND SECURITY CFDA # 97.067  
Pass-Through Agency: CALIFORNIA OFFICE OF EMERGENCY SERVICES GRANT ID#: 067-00000  
Subaward #: 2019-0035  
Subrecipient Performance Period: September 1, 2019 to December 31, 2021

Dear Chief Hillman:

The Folsom Police Department was awarded \$24,825 from the FFY 2019 Homeland Security Grant Program. This funding is authorized for the purchase of automated license plate reader systems.

New Funding	
Project 012: Automated License Plate Reader Systems	\$24,825
Total Funding	\$24,825

By accepting this award you acknowledge that this is a federal monetary award and your agency or department is a Sub-Recipient to Sacramento County Office of Emergency Services, as Sub-Grantee to the State of California, who is the Grantee.

Department of Homeland Security adopted Title 2, Part 200 of the Code of Federal Regulations (C.F.R.), which applies to all new FEMA grant awards made on or after December 26, 2014 and supersedes 44 C.F.R Part 13, and the Office of Management and Budget (OMB) Circulars A-21, A-87, A-102, A-110, A-122, A-133 and A-50.

Your agency or City is subject to a mandatory annual 2 CFR 200 (Subpart F) Single Audit if your agency expends more than \$750,000 per fiscal year in total federal funding.

Sub-Recipients are responsible to comply with all federal statutes, regulations, policies, guidelines and requirements, including but not limited to:

- Uniform Guidance 2 CFR 200
- Applicable Federal, State and Local Laws including but not limited to those listed in grant assurances.
- Federal NOFO and State Supplemental Program Guidance.

Sub-Recipients are responsible to meet the following conditions:

1. Your agency accepts complete financial liability and will provide:

- a. Signatory Resolution approved by your Board or Council within 60 days of this notice.
  - b. Signed Federal Grant Assurances, from the 2019 grant guidance, by an authorized signatory on the Resolution.
  - c. Signed Subaward Agreement (Contract).
  - d. Check every contractor who will be paid with federal funds against the federal debarment list ([www.Sam.gov](http://www.Sam.gov)) before contracting with that entity.
  - e. Repay any funds due to an over-payment for a non-eligible or unapproved activity, or as required by a negative audit finding.
2. All Sole Source procurements, projects requiring EHP reviews, Aviation/Watercraft, SAFECOM requests and EOC projects must receive prior approval from SacOES, CalOES and/or FEMA before you can begin your project.
  3. All project modifications require notification to Sacramento OES and modification approval from Cal OES before beginning the project.
  4. Performance reports, reimbursement claims, and updated excel workbooks are due every quarter.
  5. All claims for reimbursement must be supported by source documentation, such as cancelled checks, paid bills, payroll records, signed time and attendance sheets, purchase orders, invoices, delivery receipts, contracts, etc. All documentation must be maintained and submitted upon request for monitoring or audit by our office, the state or federal government.
  6. All claims must be submitted with a canceled check and general ledger report to show that vendors were paid prior to reimbursement.
  7. Ensure *all original invoices* are clearly labeled with the grant year and billing accounts before they are copied and sent for payment to ensure subsequent copies are auditable and not double-billed to another grant/budget.
  8. All equipment is to be labeled and tracked according to grant guidelines. Equipment will be tracked every two years and a tracking report will need to be updated by your agency. Equipment that falls under \$5,000 is to be reported to SacOES and approval is needed in order to remove it from the equipment tracking list. Equipment that is lost, stolen or destroyed needs to be reported to our office immediately and may need to be replaced by your agency at agency cost.
  9. Use distribution timesheets for all personnel time if not 100% funded by this grant. All time must include an explanation of 100% of employee hours.
  10. Maintain complete and accurate records of all grant related activities for three years from the date of receipt of a closeout letter from the County. Letters will not be sent until after the state has closed the grant program.
  11. Cost savings must be returned for reallocation and may not be expended on additional or unapproved items.

Sub-Recipients may not begin their projects until the Award Letter and Contract Agreement have been signed, dated and returned to Sacramento OES and all requests (Sole Source, EHP, Aviation/Watercraft, SAFECOM and EOC) have been approved by CalOES/FEMA. In the absence of an existing resolution identifying approved signatories, the department or agency head must sign.

We are here to assist you so please feel free to contact Adelina Ana at 916-874-2283 with any questions.

Sincerely,



Chief Stephen Cantelme

cc: John Lewis, Valerie Gabriel

I acknowledge receipt of this Notification of Sub-Recipient Award and requirements of participation in the Homeland Security Grant Program.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name/Title

\_\_\_\_\_  
Date

Attachment 3  
Project Application



**Sacramento County Office of Emergency Services**

**State Homeland Security Grant Program (SHSGP)**

**PROJECT NARRATIVE APPLICATION**

**Application Deadline Wednesday, July 31, 2019  
by 5:00 p.m.**

**#12\_Folsom Police Dept.\_Automated License Plate Reader Expansion**

<b>Agency Name :</b> Folsom Police Department	<b>Address:</b> 46 Natoma St., Folsom Ca, 95630
<b>Agency Website:</b> www.folsom.ca.us	<b>What County or Tribe is this for?</b> Sacramento
<b>Federal Employer Identification Number (FEIN):</b> 946000334	<b>Data Universal Numbering System (DUNS) Number:</b> 025274577
<b>Project Name:</b> Automated License Plate Reader expansion	

<b>SIGNATORY CONTACT</b>			
Name: Richard D. Hillman		Title: Chief	
Address: 46 Natoma St.	City: Folsom	State: CA	Zip Code: 95630
Phone Number: 916-355-7234	Email Address: rhillman@folsom.ca.us		
Signature:			

<b>PRIMARY CONTACT</b>			
Name: John Lewis		Title: Lieutenant	
Address: 46 Natoma St.	City: Folsom	State: CA	Zip Code: 95630
Phone Number: 916-355-7231	Email Address: jlewis@folsom.ca.us		
Are you new in this position? If no, have you worked with SHSGP grants before? No and No			

<b>FINANCE CONTACT</b>			
Name: Valerie Gabriel		Title: Financial Assistant	
Address: 46 Natoma St.	City: Folsom	State: CA	Zip Code: 95630
Phone Number: 916-355-7231	Email Address: vgabriel@folsom.ca.us		
Are you new in this position? If no, have you worked with SHSGP grants before? No and No			

<b>FUNDING REQUESTED</b>			
Training	\$	Equipment	\$ 49,650.00
Planning	\$	Exercise	\$
<b>TOTAL PROJECT REQUEST</b>		\$ 49,650.00	

<b>Is this a Regional Project? If a multi-agency project – which agency will take the lead?</b>
N/A

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<b>If Regional, List Partners:</b>
N/A

<b>Does the project support a previously awarded investment? If yes, year and investment:</b>	No
<b>Will you accept partial funding for this project? If yes, how much?</b>	Yes, \$24,825.00
<b>Is this project Sharable?</b>	No
<b>Is this project Deployable?</b>	Yes
<b>Does this project require an MOU? If yes, do you have one in place?</b>	No
<b>Will your project require an EHP, Sole Source, Performance Bond, or SAFECOM consult?</b>	No

Milestones #	Milestone: (Description/action being taken- such as going to bid, getting quotes, paying vendors etc.)	Completion Date	Criterion/Deliverables: (Results)
1	Bid	10/01/19	Bid through LEHR
2	Payment	11/01/19	Monies acquired and payment delivered
3	Installation	1/01/20	Installation/project on-line
4			
5			

<b>PROJECT Investment Justifications: Place an "X" in the corresponding box</b>	
X	1. Strengthen Capabilities of the State Threat Assessment System
X	2. Protect Critical Infrastructure and Key Resources (includes Food and Agriculture)
	3. Enhance Cybersecurity
X	4. Strengthen Emergency Communications Capabilities Through Planning, Governance, Technology and Equipment
	5. Enhance Medical and Public Health Preparedness
X	6. Preventing Violent Extremism Through Multi-Jurisdictional/inter-Jurisdictional Collaboration and Coordination
	7. Enhance Community Resilience, Including Partnerships With Volunteers and Community Based Organizations and Programs

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X	8. Strengthen Information Sharing and Collaboration
	9. Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards Incident Planning, Response & Recovery Capabilities
X	10. Homeland Security Exercises, Evaluation, and Training Programs

**PROJECT DESCRIPTION.** All funding from this grant must be used within the borders of Sacramento County. *All questions must be answered.*

1. **Project Title and Description.** Include the following information when developing and describing a project: **Who** the project is for, e.g., local HazMat Team, Bomb Squad, EOC, Water Treatment Plant, Fusion Center, etc. **What** the project entails, e.g., plans, equipment, training, exercises, etc. Describe **where** the project will take place, e.g., which city, county, or region, etc. Describe **when** the project will start and end- needs to be within the period of performance of the grant. Describe **why** the project is necessary, or what the intended benefit will be. (Limit 750 words)
2. Explain the **terrorism nexus** for this project? Give specific terrorism related potential incidences and explain how your projects (equipment, training, exercise, and plans) prevent such events? How does your project relate to the mission of Homeland Security “to ensure a homeland that is safe, secure, and resilient against terrorism and other hazards”?
3. **NEW:** The President’s Proposed Budget for 2019 is to establish a **25% non-Federal cost match** for FEMA grant awards going forward. If this is implemented, your projects will require a 25% cost match. If your project is selected for funding, will your agency be able to cover the 25% cost match for your project? Will you be able to identify the specific cost match by the deadline required by Cal OES? (As of now, the deadline has not been established).
4. If this project funds **equipment**, describe the jurisdiction’s maintenance and sustainability plans for the item(s).
5. If **training** is involved, how many persons will be trained and at what level? How will this training improve the general readiness of our Operational Area?
6. Explain the basis for all **costs**? Has a cost analysis been performed? Are all of the costs reasonable, necessary and allowable as defined in 2CFR 200 Subpart E?

**Automated License Plate Reader Expansion Project**

The purpose of this grant application is to obtain additional financial aid to expand the City of Folsom Police Department’s existing Automated License Plate Reader (ALPR) program. The current ALPR system that is operating within the City of Folsom, is for the most part, ineffective based on the fact we currently have one intersection (Maddison and Greenback) covered with the devices. In February of 2019, the Sacramento County Sheriff’s Department secured funding to place ALPR systems in and around the Folsom Dam site, which is a key part of the City of Folsom’s infrastructure as well as a high value target as it relates to terrorism. The Folsom Dam is located on the north end of the City of Folsom

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and the one ALPR system that is operating within the city limits is also located on the north end of the city limits.

The purpose of this project is to expand the systems to the east and south, which would allow all areas of ingress and egress to the City of Folsom to be covered. In the fiscal year 2018/2019 budget, Folsom Police Department was able to secure funds to purchase additional ALPR systems, which would cover the east and southeast areas of the city, but would leave the south (Folsom Blvd. and Hwy 50) exposed. This grant would aid the Folsom Police Department in purchasing an ALPR system (six readers) for the Folsom Blvd. and Iron Point Road intersection. This intersection is a critical intersection as it is one of the main thoroughfares to access the California Independent System Operator (CAISO). CAISO oversees the operation of California's bulk electric power. CAISO is also a high value terrorism target. The Folsom Police Department would like to have this project completed and on-line no later than January of 2020.

ALPR systems have proven to be an invaluable investigative tool throughout the region as well as within the City of Folsom. ALPR systems provide investigative information as well as provides live time information to officers in the field as to wanted suspects, parole and probation information, persons of interest related to DOJ and our Federal partners as well as stolen vehicles.

The City of Folsom acknowledges the 25% non-federal cost match and will be able to meet the requirement.

The Folsom Police Department currently has an existing contract with LEHR and Vigilant (ALPR suppliers) related to licensing and yearly operating fees. The Folsom Police Department would assume the additional licensing and operating fees associated with the addition ALPR system.

There will be no additional training related to this project, as the Folsom Police Department has an in-house ALPR trainer.

One ALPR system consists of six readers and one modem at a cost of \$49,650.00.

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**PROJECT DETAILS:**

<b>Planning</b>	
Full or Part Time Staff	1
Contractors or Consultants	1
Conferences or Meetings	
Materials or Supplies	
Travel (based on per diem)	
<b>Planning Subtotal</b>	<b>2</b>

<b>Equipment</b>					
Equipment Item	AEL Code	AEL Title	Quantity	Unit Cost	Total Cost
ALPR system	13LE-00-SURV	Equipment, Law Enforcement Surveillance	1	49,650.00	49,650.00
<b>Equipment Subtotal</b>					<b>49,650.00</b>

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