

**City of Culver City, California
Agenda Item Report**

Meeting Date: 07/08/2013		Item Number: <u>C-5</u>	
CITY COUNCIL AGENDA ITEM: (1) Authorization to File an Application for Funds Made Available Through the US Department of Justice, Edward Byrne Memorial Justice Assistance Grant (JAG) Program for Fiscal Year 2013.			
Contact Person/Dept.: Carmen Zarate Carmen Zarate, Police Department		Phone Number: (310) 253-6133	
Fiscal Impact: Yes ☐ No ☐		General Fund: Yes ☐ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒		Dates:	
Public Notification: Meetings and Agendas – City Council (07/02/13)			
Department Approval: Scott Bixby (06/27/13)		City Attorney Approval: Carol Schwab (by H. Baker) (07/01/13)	
Chief Financial Officer Approval: Jeff Muir (07/02/13)		City Manager Approval: John M. Nachbar (07/02/13)	
<u>RECOMMENDATION:</u> Staff recommends the City Council authorize the City Manager to submit an application with the US Department of Justice, Bureau of Justice Assistance for Edward Byrne Memorial Justice Assistance Grant (JAG) FY 2013 Program funds. <u>BACKGROUND:</u> The Department of Justice, Bureau of Justice Assistance, has determined that Culver City is eligible to receive JAG funds through a statutory formula that is based on the violent crimes in Culver City that are reported to the State of California. Culver City's allocation is \$12,206 as determined by this formula. <u>DISCUSSION:</u> The Police Department has determined the funds will be used to purchase Apple I Touch devices for patrol officers in the Operations Bureau. Currently the Operations Bureau uses digital cameras to document evidence or conduct crime scene investigations in the field. However, when a camera is needed during an investigation, the camera must be retrieved from the station and transported to the field. This procedure is extremely time consuming and not efficient for patrol operations. The new Apple I Touch devices will help officers and supervisors save time in the field as they will each be assigned a device during their shift. In addition of taking			

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photographs, the Apple devices can also record video and audio of incidents. These new procedures will allow the Police Department to standardize the method in which staff documents incidents in a timely manner.

The proposed grant monies will fund most of the total project costs for the Apple I Touch devices. The project will improve law enforcement patrol efficiencies and reduce time spent in the field conducting investigations. Police Department staff will provide the necessary labor to configure the new devices.

As with many grant opportunities, Federal Agencies have been issuing very short timelines for grant submittals. In the case of this grant, the deadline to submit the program narrative, scope of work, and budget narrative to the Department of Justice is July 9, 2013.

FISCAL ANALYSIS:

The City is eligible to receive \$12,206 in US Department of Justice Edward Byrne Memorial Justice Assistance Grant (JAG) Formula Program Funds. Although no matching funds are required from the City, the Police Department intends to use general fund monies for the remaining amount of \$2,183 from account 10140200 – Operating Bureaus.

A preliminary estimate was received from Melrose Mac in the amount of \$14,388 for the Apple I Touch devices. Upon receipt of grant funds, the Police Department will adhere to the appropriate Purchasing procedures to obtain the equipment.

ATTACHMENTS:

None.

MOTION:

That the City Council:

1. Authorize the City Manager to submit an application to the US Department of Justice, Bureau of Justice Assistance, Edward Byrne Memorial Justice Assistance Grant (JAG) Program funds FY 2013; and,
2. Authorize the City Attorney to review/prepare the necessary documents; and
3. Authorize the City Manager to execute such documents on behalf of the City.